
MISSISSIPPI
GULF COAST JUNIOR COLLEGE
CATALOG
37
1975-1976
Catalog 1975-76

MISSISSIPPI
GULF COAST JUNIOR COLLEGE

Mississippi's First Tri Campus College

District Administration Offices
Perkinston, Mississippi 39573

JACKSON COUNTY CAMPUS

(Established 1965)
Gautier, Mississippi 39553

JEFFERSON DAVIS CAMPUS

(Established 1965)
Handsboro Station Gulfport, Mississippi 39501

PERKINSTON CAMPUS

(College division established 1925)
Perkinston, Mississippi 39573

GEORGE COUNTY OCCUPATIONAL TRAINING CENTER

(Established 1972)
Lucedale, Mississippi 39452

Harrison, Stone, Jackson and George Counties Cooperating

Accredited By
Southern Association of Colleges and Schools

CATALOG 1975-76

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FOREWORD

This publication is intended to be a helpful source of information about the opportunities for education advancement offered by Mississippi Gulf Coast Junior College. The college offers two years of senior college parallel programs covering a broad scope of subjects, plus more than 45 technical and vocational programs.

This Bulletin covers general academic requirements and procedures, student activities, curriculum and course descriptions. Also included are descriptions of the physical facilities on Jackson County Campus at Gautier, Jefferson Davis Campus at Handsboro, both non-resident, and Perkinston Campus at Perkinston, which has dormitory facilities for men and women. Material is also included on the George County Occupational Training Center.

The material compiled here is organized into six parts as outlined in the table of contents, each furnishing information to students and/or their parents. Specific topics may be located by consulting the index. A better understanding of the institution, its philosophy, offerings and advantages will be gained by reading this Bulletin in its entirety.

ACCREDITATION

The college is accredited by the Mississippi College Commission for Accreditation and by the Southern Association of Colleges and Schools. Students transferring to senior institutions will receive recognition for credits earned at Mississippi Gulf Coast Junior College.

CALENDAR

1975

S M T W T F S

AUGUST

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31

SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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S M T W T F S

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FEBRUARY

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MARCH

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APRIL

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JUNE

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S M T W T F S

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AUGUST

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SEPTEMBER

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DECEMBER

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26 27 28 29 30 31

COLLEGE CALENDAR 1975-76

August 20, 21, 22 – Faculty Workshops.

First Semester

If pre-registration is complete and all fees paid, the student will be free until classes begin.

Monday, August 25 – Dormitories open; Perkinston boarding students report. Registration – all campuses. First semester fees due. Semester room rent and first month's board due at Perkinston.

Tuesday, August 26 – Registration continues.

Wednesday, August 27 – Classes begin.

Monday, September 1 – Holiday.

Friday, September 5 – Last day to drop a course without a grade.

Monday, September 8 – Last day to enter a first semester course.

Monday, September 23 – Second month's board due at Perkinston.

Monday, October 22 – Third month's board due at Perkinston.

Friday, October 24 – First term ends. Grade reports due.

Monday, November 17 – Board due at Perkinston for the remaining five weeks of first semester.

Wednesday, November 26 – Thanksgiving holidays begin after fourth period class. Administrative offices close at 2:00 p.m.

Monday, December 1 – Classes resume.

Friday, December 19 – Semester ends. Christmas holidays begin after classes. Administrative offices close at 3:00 p.m.

Second Semester

If pre-registration is complete and all fees paid, the student will be free until classes begin.

Monday, January 5 – All administrative offices open.

***Thursday*, Friday, January 8 and 9** – Registration. Second semester fees due. Semester room rent and first month's board due at Perkinston.

Monday, January 12 – Classes begin.

Monday, January 26 – Last day to enter a second semester course.

Thursday, February 5 – Second month's board due at Perkinston.

Thursday, March 4 – Third month's board due at Perkinston.

Friday, March 12 – First term ends. Grades due.

Friday, March 19 – Spring holidays begin after classes. Administrative offices open Monday, March 22 through Thursday, March 25.

Monday, March 29 – End of Spring holidays.

Thursday, April 8 – Board due at Perkinston for the remaining five weeks of second semester.

Friday, April 16 – Easter holiday.
Wednesday, May 12 – Second semester ends.
Wednesday, Thursday, Friday, May 12, 13, 14 – Graduation exercises for the three campuses.

Summer Session 1976

Monday, May 31 – Registration.
Friday, July 2 – First five-week term ends.
Monday, July 5 – Second five-week term begins.
Friday, August 6 – Session ends.

College Calendar for Jefferson Davis Campus Keesler Center

	FALL TERM Sept. 8, 1975 – Nov. 20, 1975
August 25	Begin Registration
September 1	Labor Day Holiday
September 5	End Registration
November 17, 18, 19, 20	Final Examinations
	WINTER TERM Dec. 1, 1975 – Feb. 26, 1976
November 17	Begin Registration
November 26	End Registration
November 27, 28	Thanksgiving Holidays
December 19	Begin Christmas Holidays
January 5	Classes Resume
February 23, 24, 25, 26	Final Examinations
	SPRING TERM March 8, 1976 – May 20, 1976
February 23	Begin Registration
March 5	End Registration
April 16	Easter Holiday
May 17, 18, 19, 20	Final Examinations
	SUMMER TERM May 31, 1976 – August 12, 1976
May 24	Begin Registration
May 28	End Registration
August 9, 10, 11, 12	Final Examinations

Semester Testing Schedule

FIRST SEMESTER

Monday, 8-10, 1st Period MWF classes
10-12, 3rd Period MWF classes
1-3, 5th Period MWF classes

Tuesday, 8-10, 1st, 2nd Period TT classes
10-12, 3rd, 4th Period TT classes
1-3, 7th MWF classes

Wednesday, 8-10, 2nd Period MWF classes
10-12, 4th Period MWF classes
1-3, 6th Period MWF classes

Thursday, 8-10, 5th, 6th or 6th, 7th classes

SECOND SEMESTER

Thursday, 8-10, 1st Period MWF classes
10-12, 3rd Period MWF classes
1-3, 5th Period MWF classes

Friday, 8-10, 1st, 2nd Period TT classes
10-12, 3rd, 4th Period TT classes
1-3, 7th MWF classes

Monday, 8-10, 2nd Period MWF classes
10-12, 4th Period MWF classes
1-3, 6th Period MWF classes

Tuesday, 8-10, 5th, 6th or 6th, 7th classes

Classes which meet daily may choose their testing date. For classes not covered by this schedule, the tests should be arranged by the executive dean. Night classes will test on regularly scheduled class meeting nights.

Jabo: The Bulldog mascot

BOARDS OF SUPERVISORS

HARRISON COUNTY

Earnest C. Melvin	Beat 1	Biloxi
Rimmer Simpson	Beat 2	Route 2, Gulfport
Robert L. Reed, Jr.	Beat 3	Pass Christian
Hue B. Snowden	Beat 4	Gulfport
Arlan Robinson	Beat 5	Gulfport
Nicky Creel	Chancery Clerk	Gulfport

STONE COUNTY

John Dees	Beat 1	Wiggins
O. B. Brown	Beat 2	Route 2, Perkinston
Lee Overstreet, Sr.	Beat 3	McHenry
Orbin Mallet	Beat 4	Wiggins
Glennis Hunt	Beat 5	Route 1, Perkinston
Miss Ona Mae Willingham	Chancery Clerk	Wiggins

JACKSON COUNTY

Lum Cumbest	Beat 1	Route 2, Pascagoula
Edward Khayat	Beat 2	Moss Point
J. C. May	Beat 3	Pascagoula
William T. Roberts	Beat 4	Gautier
Olin Davis	Beat 5	Vancleave
Wilbur Dees	Chancery Clerk	Pascagoula

GEORGE COUNTY

Vernon Howell	Beat 1	Lucedale
K. M. Brannon	Beat 2	Lucedale
Woodrow Cochran	Beat 3	Lucedale
Mrs. Joe L. Cochran	Beat 4	Lucedale
Reginald Green	Beat 5	Route 1, Perkinston
Carl L. Havard	Chancery Clerk	Lucedale

BOARD OF TRUSTEES

HARRISON COUNTY

Name	Term Expires	Beat	Address
Richard Creel	December 1977	1	Biloxi
Russell A. Quave	June 1978	1	Biloxi
James E. Reese	December 1973	2	Gulfport
W. H. Starr	June 1976	2	Gulfport
Donald Demetz	December 1974	3	Pass Christian
Herbert C. Hansen	June 1979	3	Pass Christian
T. W. Milner, Jr.	December 1975	4	Gulfport
Harold Levron	June 1975	4 & 5	Saucier
J. E. Wentzell	December 1976	5	Gulfport
Robert D. Ladner	December 1975 Supt. of Ed.		Gulfport

STONE COUNTY

W. W. Taylor	December 1977	1	Wiggins
Hiram J. Davis	December 1973	2	Perkinston
William S. Mauldin, Jr.	December 1974	3	McHenry
Parnell Anderson	December 1975	4	Wiggins
Gordon G. Bond	December 1976	5	Perkinston
James V. Gordon	December 1975 Supt. of Ed.		Wiggins

JACKSON COUNTY

Franklin Hamilton	December 1977	1	Hurley
R. A. Roberts	December 1973	2	Moss Point
Warner Peterson	December 1974	3	Pascagoula
J. K. Lemon	December 1975	4	Ocean Springs
Norman V. Flurry	December 1976	5	Perkinston
R. H. Slaughter, Jr.	June 1977 County at Large		Pascagoula
M. H. Mallette	December 1975 Supt. of Ed.		Pascagoula

GEORGE COUNTY

Wilbur G. Ward	December 1977	1	Lucedale
Luther Jones	December 1973	2	Lucedale
M. L. Pope	December 1974	3	Lucedale
Arlie Howell	December 1975	4	Lucedale
M. C. Murrah	December 1976	5	Lucedale
R. E. Bryan	December 1975 Supt. of Ed.		Lucedale

ADMINISTRATIVE OFFICERS

Central Administration

President	Dr. J. J. Hayden, Jr.
Executive Assistant for Administration	W. Harold Wesson
Executive Assistant for Education	Robert L. Johnson
Administrative Assistant for Vocational-Technical	Boyce L. Breland
Administrative Assistant for Institutional Research	H. G. Carnathan
Administrative Assistant for Business	Everett Compston
Administrative Assistant for Manpower Training Programs and Special Services	Edward A. Evans
Director, Community Services	Miss Lorie Kay Gollotte
Director of Publicity	Winfred Moncrief
Director of Data Processing	Robert T. Smith
Supervisor of Health Occupations	Mrs. Louise Jones
Coordinator of Transportation and Special Projects	W. B. Rogers
Executive Secretary, Alumni Association	Mrs. Wyvona Scarbrough

Jackson County Campus

Executive Dean	Curtis L. Davis
Director of Instruction	Dr. Bobby Garvin
Director of Student Services	Billie J. Lofton
Director of Finance	Gus Puhle
Director of Vocational-Technical Programs	R. Travis Ferguson
Assistant Director of Vocational-Technical Programs	William Martin
Counselor	Bruce W. Fisher
Vocational Counselor	Bert Phelps, Jr.
Librarian	Mrs. Mary Palmer
Assistant Librarian	Mrs. Cheryl Hinton
Evening College Coordinator	Ronald Ainsworth

Jefferson Davis Campus

Executive Dean	Dr. William P. Lipscomb, Jr.
Director of Student Services	William L. Vierling
Director of Finance	Glen W. Cadle
Director of Instruction	G. L. Douglas
Director of Vocational-Technical Programs	Carlie Scofield
Director, Keesler Center	Sylvester D. A'Quilla, Jr.
Assistant Director of Vocational-Technical Programs	Wendell Thornton
Counselor Vocational-Technical	Herschel Smith
Admissions Counselor	Clifton D. Taylor
Counselor	Mrs. Mildred Tate
Counselor, Keesler Center	Gene M. Rester
Librarian	James R. Burford
Assistant Librarian	Miss Louise Ward
M.D.T.A. Supervisor	Gerald Gartman

Evening Coordinator . . . . . Paul McKay
Evening Coordinator . . . . . Laurie Drago

Perkinston Campus

Executive Dean . . . . . Charles G. Odom
Director of Instruction . . . . . Dr. Clyde E. Strickland
Chairman of Student Services . . . . . Ed Scarborough
Director of Finance . . . . . L. D. Stringfellow
Director of Special Services . . . . . Mrs. Annie Moore
Director of Vocational-Technical Programs . . . . . Billy J. Scarbrough
Librarian . . . . . Charles M. Clark
Assistant Librarian . . . . . Ms. Janice Chumbly Clark
Counselor . . . . . Danny James
Vocational Counselor . . . . . Thomas E. Hilbun
Assistant Supervisor of Student Discipline . . . . . Charles Cooper

STAFF

Central

Secretary to the President . . . . . Mrs. Ethel Bond
Secretary . . . . . Mrs. Gloria Breland
Secretary, President's Office . . . . . Mrs. Karen McQueen
Office Manager, Business Office . . . . . Mrs. Florence Rainwater
Accounts Payable Clerk, Business Office . . . . . Mrs. Helen Vernon
Secretary, Business Office . . . . . Mrs. Kay Taylor
Secretary, Business Office . . . . . Miss Nancy Lee
Operator Programmer . . . . . Patrick T. Buckley
Key Punch Operator . . . . . Mrs. Patricia M. Logan
Key Punch Operator . . . . . Mrs. Elaine McDermott
Repair Technician . . . . . Admiral Ladner
Bookkeeper/Clerk, MDTA Programs . . . . . Mrs. Suzanne Day
Central Office Personnel Monitor . . . . . Mrs. Millie Taft
Secretary, Publicity . . . . . Mrs. Betty Cobb
Graphic Arts, Publicity . . . . . Miss Cynthia Fore
Secretary, Data Processing . . . . . Mrs. Gertie Brown
Secretary, Vocational-Technical Programs . . . . . Mrs. Sistie Farris
Secretary, MDTA Programs . . . . . Mrs. Dorothy Lyons
Switchboard Operator . . . . . Mrs. Joyce Williams
Switchboard Operator . . . . . Mrs. Thelma Rogers
Switchboard Operator, Relief . . . . . Mrs. Alceyon Breland
Courier . . . . . Mrs. Nettie M. Alexander
Building Inspector . . . . . Warren Taft

Jackson County Campus

Secretary to Executive Dean . . . . . Miss Kathleen Lott
Receptionist . . . . . Miss Brenda Carter

Admissions Secretary	Mrs. Joan Wilson
G.E.D. Testing, Secretary, Veteran Benefits	Mrs. Helen Davis
Finance Officer	Mrs. Sue Fisher
Finance Officer	Mrs. Barbara Puhle
Secretary, Vocational-Technical	Miss Dorothy Gautier
Secretary, Librarian	Mrs. Erma Grant
Secretary, Instruction	Miss Martha Faulk
Secretary, Instruction	Mrs. Annie Harris
Secretary	Miss Catherine Moore
Secretary	Miss Shirley A. Packer

Jefferson Davis Campus

Secretary to Executive Dean	Mrs. Pat Boutwell
Secretary to Student Services	Miss M. J. Ann Eleuterius
Records Clerk	Mrs. Katherine Smith
Business Secretary	Mrs. Loyce Williams
Secretary, Instruction	Mrs. Caroline Welz
Receptionist	Miss Christine Black
Supervisor of Buildings and Grounds	R. L. Stafford
Assistant Building Superintendent	Bob Acuff
Student Center Manager	Mrs. Inez Carlisle
Data Processing Supervisor	Howard Malone
Library Assistant	Miss Barbara Landry
Vocational Secretary	Mrs. Elaine Thigpan
Secretary, Veterans Affairs	Miss Deborah A. Lewis
Records Clerk, Finance	Mrs. Ann Kempkes
Secretary, Keesler Center	Miss Elizabeth Locke
Secretary, Health Occupations	Mrs. Jo Ann Pool
Secretary, Nursing Department	Mrs. Audrey Tilton

Perkinston Campus

Supervisor, Buildings and Grounds	Cecil Reeves
Supervisor, Janitorial Services	Billy Finnan
Head Housemother	Mrs. Mary Dees
Records Clerk	Mrs. Willie Bunch
Nurse	Mrs. Marie Taylor
Secretary to Executive Dean	Mrs. Joyce Rogers
Receptionist	Mrs. Louise Cruthird
Secretary to Librarian	Miss Elizabeth Hickman
Library Assistant	Mrs. Doris Strickland
Library Assistant	Mrs. Meryl Smith
Housemother	Mrs. Virginia Stringfellow
Housemother	Mrs. Dorothy McHenry
Housemother	Mrs. Aline Kennedy
Housemother	Mrs. Lydean Davis
Secretary, Student Services	Mrs. Shirley Harris

Secretary, Director of Instruction . . . . . Mrs. Gloria Reid
Bookkeeper. . . . . Mrs. Glennie White
Faculty Secretary. . . . . Mrs. Carolyn Brooks
Secretary, Veterans Affairs. . . . . Mrs. Tommie Weathers
Secretary, Special Services . . . . . Mrs. Ruth Ellen Ford
Secretary, Special Services . . . . . Mrs. Clarice Coker

George County Occupational Training Center

Director . . . . . Paul Brauchle
Counselor . . . . . Ronnie C. Mizell
Secretary. . . . . Miss Laura Eubanks
Maintenance, Security . . . . . Means B. Turner

COLLEGE EXECUTIVE COUNCIL

Dr. Hayden, Mr. Wesson, Mr. Johnson, Dean Davis, Dean Lipscomb, Dean Odom.

College Administrative Council

The president of the college and the executive dean of each campus will be ex-officio members of all committees.

College Administrative Council: Dr. J. J. Hayden, Jr., W. Harold Wesson, Robert Johnson, Curtis Davis, Dr. William P. Lipscomb, Jr. Charles G. Odom, H. G. Carnathan, Boyce Breland, Edward Evans, and Everett Compston.

JACKSON COUNTY CAMPUS

Admissions Committee: Lofton, Garvin, Phelps, Fisher, Ferguson, Mulkana, and Martin.

Audio-Visual and ITV Committee: Stroud, Mansfield, Usher, Hinton, and all department chairmen.

Christian Council: Turney, Taylor, president of Christian organization, student council president.

Discipline Committee: Malone, MacInnis, Stepherd, and two students.

Instructional Affairs Council: Garvin, Luke, Ello, Hicks.

Guidance Committee: Fisher, Phelps, Lofton, Ferguson, Hicks.

Graduation Committee: Fisher, Puhle, Woods, Coon, Lofton.

Library Committee: Pringle, Palmer, S. Whitmore, Stephens, E. Shaw, Ello, Rogers, VanCourt, Hinton, Howard, and Easley.

Physical Education, Health and Athletic Committee: Keith, Schlie, Garvin, Ainsworth, Rogers and Crane.

Department Chairmen

Associate Degree Nursing	Lois Hicks
Business and Office Administration	Dr. Royce Luke
Fine Arts	Joseph Ello
HPR	Dr. Charles Keith
Language Arts	Walter Mullen
Mathematics	T. Ralph Smith
Social Studies	H. Dean Shaw
Science	Robert Herrington
General Studies	Amaryllis Stroud

Scholarship Committee: Lofton, Ferguson, Luke, Phelps, Johnson, and D. Shaw.

Student Activities Committee: Lofton, D. Shaw, Schlie, Zellner and president of student council.

Student Publications Committee: Fountain, Byrd, Lofton and editor of annual and paper.

Faculty Advisory Committee

Robert Herrington	Appointed	*1972-73*
Amaryllis Stroud	Appointed	1973-74
Royce Luke	Appointed	1974-75
Edna Shaw	Elected	1972-73
Charles Ormon	Elected	1973-74
Larry Crane	Elected	1974-75

Publicity Committee: Lofton, Byrd, Luke, Malone, Martin, Anderson, and Crane.

JEFFERSON DAVIS CAMPUS

Administrative Council: Vierling, Cadle, Scofield, Douglas.
Admissions: Vierling, Cadle, Scofield, Taylor, Tate, Callahan, Douglas, H. Smith.
Curriculum:

Department Chairmen

Associate Degree Nursing	Eileen Callahan
Business and Office Administration	Elaine Graves
Fine Arts	James Mathis
General Studies	Elaine Duncan
Health and Physical Education	Winston Beacham
Language Arts	Betty Malone
Mathematics	Paul McKay
Science	Quincy Long
Social Studies	Harry Stamps
Technical Programs	William Brewer
Vocational Health Occupations	Evelyn Alford
Vocational Trade Programs	Otis Parkes

Assembly and Lyceum: Vierling, Alford, Moore, Taylor, Douglas, Student Executive Council.
Audio-Visual, P.A.: Goforth, Parkes, Hendon, Languirand, Douglas, two students.
Discipline: Vierling, Cadle, McKay, Bailey, two students.
Faculty Reception and Courtesy: Carlisle, Mathis, Ward, Porter, two students.
Graduation: Shull, Moore, Dunn, Therrell, Vierling, two students.
Guidance: Taylor, Mathis, Tate, Smith, Vierling, two students.
Library: Burford, Ward, Douglas, White, Cadle, Drago, two students.
Physical Education and Health Service: Beacham, Anastasio, Usey, two students.
Publications: Duncan, Webb, Cadle, Ward, Vierling, editors of annual and *Mississippi Sound.*
Social Life: Vierling, Beacham, Taylor, J. Fitch, Languirand, student executive council.
Scholarship: Vierling, B. Malone, Graves, Long, Stamps, two students.

PERKINSTON CAMPUS

Admissions: James, Scarborough, and Smith.
Discipline: Walden, Heath, Kelley, and two student representatives.
Christian Council: Henderson, Warren, Davis, and presidents of Christian organizations.

Department Chairmen

Business and Office Administration	Kay McInnis
Fine Arts	Eugene Clement
Health and Physical Education	Robert Weathers
Language Arts	Dr. Woodley Lott

Mathematics . . . . . Larry O'Neal
Science . . . . . Richard Miller
General Studies . . . . . Mrs. Lillian Hayden
Social Studies . . . . . Samuel Lewis
Vocational-Technical . . . . . Billy J. Scarbrough

Faculty Advisory: Kelley, B. Scarbrough, Warren, Miller, Ross, K. Lewis.
Faculty Housing: Odom, Dr. Hayden, Wesson.
Graduation: McInnis, Scarborough, W. Moffett, J. Wittman, Jones, K. Lewis.
Learning Resources: Strickland, C. Clark, J. Clark, Hayden, O'Neal, Kelley.
Publications: R. Rominger, Moncrief, ***Perkinston Bulldog*** and annual editors.
Scholarship: Stringfellow, Strickland, Scarborough.
Student Activities: E. Scarborough, McQuagge, Cooper, D. Smith, and J. Smith.
Student Housing: Scarborough, Dees, Smith, Cooper, dormitory supervisors.

FACULTY

J. J. Hayden, Jr., President (1950). B.S. and M.S., Mississippi State University. Ed.D., University of Southern Mississippi.

W. Harold Wesson, Executive Assistant for Administration (1962). B.S. and M.A. University of Southern Mississippi. Additional study, George Peabody College.

Robert L. Johnson, Executive Assistant for Education (1972). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Boyce L. Breland, Administrative Assistant for Vocational-Technical Affairs (1967). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi, Radio Technical Training, Florence State Teachers College and Mississippi State University.

H. G. Carnathan, Administrative Assistant for Institutional Research (1970). B.A. and M.S., University of Alabama.

Everett Compston, Administrative Assistant for Business (1965). B.S., Northeastern State College. Tahlequah, Oklahoma. M.Ed., University of Southern Mississippi. Additional study, University of Kentucky.

Edward Evans, Administrative Assistant for Manpower Training Programs and Special Services (1956). B.S., Mississippi State University. Additional study, University of Southern Mississippi.

Lorie Kay Gollotte, Director, Community Services (1973). B.S. and M.Ed., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Winfred H. Moncrief, Director of Publicity (1971). B.S., University of Southern Mississippi.

Robert T. Smith, Director of Data Processing (1965). A.S., Perkinston Campus. Additional study, University of Southern Mississippi.

Louise Jones, Supervisor of Health Occupations (1961). R.N., Charity Hospital. Additional study, University of Southern Mississippi.

Wyvona B. Scarbrough, Executive Secretary, Alumni Association (1968). A.S., Perkinston Campus. Additional study, University of Southern Mississippi.

Jackson County Campus

Ronald B. Ainsworth, Mathematics (1970). B.S., McNeese State University. M.E., University of Southwestern Louisiana. Additional study, McNeese State, University of Southwestern Louisiana, University of Southern Mississippi.

Faye Anderson, Nursing (1968). B.S., McNeese State University.

Toni J. Bowman, Instructional Media (1970). B.F.A., University of South Alabama.

Anna Coon, General Studies (1974). B.S. and M.S., Mississippi University for Women.

Lorena Conn, Practical Nursing (1970). R.N., South Mississippi Charity Hospital School of Nursing. A.S., Pearl River Junior College. Additional study, University of Southern Mississippi.

Larry Crane, Welding (1970). Graduate, Ingalls In-Plant Welding School. Additional study, Mississippi Gulf Coast Junior College and University of Southern Mississippi.

Catherine David, Nursing (1974). B.S., Vanderbilt University School of Nursing. Additional study, University of Miami and Rivergate Hospital in New Orleans.

Curtis L. Davis, Executive Dean (1950). B.S., Mississippi State University. M.S., University of Southern Mississippi. Completed course work for doctoral program.

Karen A. Davis, Nursing (1974). B.S., Northeast Louisiana University.

Ralph Dougherty, Technical Communications (1965). A.B., Boston College. M.Ed., St. Louis University. Additional study, University of Maryland and University of Mississippi.

Diane Easley, Nursing (1973). B.S.N., University of South Carolina.

Joseph G. Ello, Jr., Music and Psychology (1966). B.M.E., Loyola University. M.M.E., Louisiana State University and University of Southern Mississippi.

Bruce W. Fisher, Counselor (1967). B.A., Mississippi College. B.D., Southern Baptist Theological Seminary. Additional graduate work, University of Southern Mississippi.

Raleigh Travis Ferguson, Director of Vocational-Technical (1965). A.A., East Central Junior College. B.S. and M.Ed., Mississippi State University.

Bobby Garvin, Director of Instruction (1970). B.S., Mississippi State University. M.E.D., Mississippi State University. Ed.D., University of Southern Mississippi.

Shirley M. Hall, Practical Nursing (1974). R.N., Providence Hospital School of Nursing. Additional study, University of Southern Mississippi.

Benedict C. Heidgerken, Industrial Electricity (1974). Certificate, Industrial Electricity, Mississippi Gulf Coast Junior College. Additional study, Mississippi Gulf Coast Junior College and University of Southern Mississippi.

Robert Herrington, Science (1968). B.A. and M.S., University of Southern Mississippi. Completed course work for doctoral program.

Lois E. Hicks, Nursing (1967). R.N., Touro Infirmary. B.S., Southwestern Louisiana Institute. M.A., Columbia University.

Patricia T. Hill, Nursing (1974). B.S., University of Southern Mississippi.

Cheryl Hinton, Assistant Librarian (1974). B.S. and M.S., University of Southern Mississippi.

Floye Howard, Mathematics (1970). B.S., University of Southern Mississippi. M.A., Louisiana State University.

Jane E. Irwin, Business (1965). B.S. and M.S., University of Southern Mississippi.

R. Delia Johnson, Secretarial Training (1970). Graduate, Henderson Business College. B.S., Rust College. Med., University of Southern Mississippi.

Ralph L. Jones, Mathematics (1966). B.S., University of Southern Mississippi. M.S., Mississippi State University.

Charles Keith, Physical Education (1965). B.S., M.A., and Ed.D., University of Southern Mississippi.

Charlie Kelly, Pipefitting/Plumbing (1969). Study, Mississippi Gulf Coast Junior College and University of Southern Mississippi.

Billy J. Lofton, Director of Student Services (1964). B.S., University of Southern Mississippi. M.S., University of Mississippi. Additional study, University of Southern Mississippi.

Royce B. Luke, Business (1965). B.S. and M.A., University of Southern Mississippi. Ed.D., Mississippi State University.

Robert F. MacInnis, Science (1967). B.S., University of Southern Mississippi and Texas College of Arts and Industries. M.S., Middle Tennessee State University.

Kathleen Malone, Language (1965). B.A., Agnes Scott College. Graduate study, University of Guadalajara, Mexico, University of Southern Mississippi. M.A., Louisiana State University.

William F. Martin, Assistant Director for Vocational-Technical, Adult Program (1966). B.S., Technical Education and M.S., Industrial Education, Mississippi State University.

Mary M. Miller, Business (1964). B.S., M.S. and Ed.D., University of Southern Mississippi.

Martha G. Moore, Piano (1969). B.A., Vasser College. M.A., University of South Alabama.

Mohammed Mulkana, Science (1970). B.S., D.J. Government. M.S., University of Rhode Island. M.Sc., University of Karchi Pakistan. Ph.D., Mississippi State University.

Walter E. Mullen, English (1967). B.A.E., University of Mississippi. M.E., Auburn University. Additional study, Mississippi State University.

Charles W. Newell, X-Ray Technology (1964). RT, Providence Hospital School of X-Ray Technology. B.S., William Carey College. Graduate study, University of Southern Mississippi.

Robert Newton, English (1970). B.S. and M.A., University of Southern Mississippi.

Charles E. Ormon, Electronics (1967). B.S. and M.Ed., Mississippi State University.

Mary Ann Palmer, Librarian (1968). M.L.S., George Peabody College.

Bert Phelps, Jr., Counselor Vocational-Technical (1969). B.S., University of Southern Mississippi. M.Ed., Mississippi State University.

Lynne Pringle, Social Studies (1971). Diploma, Gulf Park Junior College. B.A., Newcomb College. SS, Vanderbilt University. SS, George Peabody College. M.S.S., University of Mississippi.

Gus H. Puhle, Director of Finance (1973). Study at University of Wisconsin.

Harold L. Rogers, Jr., Automotive Mechanics (1972). B.S., University of Southern Mississippi. Graduate study, University of Southern Mississippi.

Rose Schlie, Physical Education (1974). B.S., Northwest Missouri State College. Master's from University of Southern Mississippi.

Edna Ruth Shaw, English (1969). B.S., Blue Mountain College. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Harmon Dean Shaw, Social Studies (1965). B.A., Millsaps College. M.A., Mississippi State University.

Jerold Shepherd, Drafting and Design Technology (1968). B.S., Mississippi State University. Med., University of Southern Mississippi.

Thomas Ralph Smith, Mathematics (1965). B.S., Louisiana College. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Jerry Spires, Distribution and Marketing Programs (1974). BBA, University of Arkansas at Monticello. MBA, Mississippi College.

Cecile H. Stephens, Art (1968). B.F.A., Auburn University. M.A., University of South Alabama. Additional study, University of Mississippi.

Archie Strahan, Social Studies (1967). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

M. K. Stringfellow, Physics (1967). B.S., University of Southern Mississippi. M.A., Middle Tennessee State University. Additional study, University of Southern Mississippi, Mississippi State University, University of Kansas, Trinity University, University of Missouri-Rolla and University of Mississippi.

Amaryllis Stroud, Developmental Reading (1965). B.S. and M.Ed., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Arthur Sunday, Industrial Technologies (1970). B.S., Virginia Polytechnic Institute and State University. Graduate study, University of Southern Mississippi.

Gerald W. Taylor, Welding (1969). AD, Mississippi Gulf Coast Junior College. Additional study, University of Southern Mississippi.

Jeanette B. Thomas, Business Education (1961). B.S. and M.S., University of Southern Mississippi.

Nancy G. Thomas, Practical Nursing (1973). R.N., South Mississippi Charity Hospital School of Nursing. Course work taken at Jones County Junior College and University of Southern Mississippi.

N. Sidney Thomas, Machinist (1974). Study, University of Southern Mississippi.

Louis Tremmel, Jr., Sheetmetal Work (1968). B.S., University of Southern Mississippi. Graduate study, University of Southern Mississippi.

Milton L. Turney, Speech (1969). Th.B., Trevecca Nazarene College. M.S. and Ph.D., University of Southern Mississippi. Post doctoral work, Northwestern University, University of Oklahoma, and Mississippi State University.

Shira R. Usher, Practical Nursing (1970). R.N., AS, Perkinston Campus. Additional study, University of Southern Mississippi.

Bennie VanCourt, Drafting and Design Technology (1971). AS, Perkinston Campus. B.S., University of Southern Mississippi. Graduate study, University of Southern Mississippi.

William E. Vaughan, Industrial Electricity (1971). Study, Mississippi Gulf Coast Junior College and University of Southern Mississippi.

Kathryn L. Webb, Nursing (1968). B.S., Northwestern State College. Diploma, Nursing, North Louisiana.

Charles Whitmore, Technical Math and Physics (1971). AS, Mississippi Gulf Coast Junior College. B.S., Mississippi State University. Graduate study, University of Southern Mississippi.

Sherry Ann Whitmore, Medical Laboratory Technology (1971). AS, Perkinston Campus. MT and B.S., University of Southern Mississippi. Graduate study, University of Southern Mississippi.

Nancy Woods, General Studies (1974). B.A., University of Southern Mississippi. M.A.C.T., Auburn. Additional study, University of Hawaii.

Don Zellner, Electronics Technology (1971). Study, Mississippi Gulf Coast Junior College and University of Southern Mississippi.

Jefferson Davis Campus

Robert L. Abbenante, Industrial Electricity (1970). A.A.S., Jefferson Davis Campus. Electronics education and working experience via 20 years of military electronics. Additional study, University of Southern Mississippi.

Evelyn K. Alford, Practical Nursing (1964). R.N., Diploma, New Biloxi Hospital School of Nursing. Additional study, Texas Woman's University and University of Mississippi and University of Southern Mississippi.

Randall J. Anastasio, Physical Education (1973). B.S. and M.S., Special Education, University of Southern Mississippi. Additional certification Rehabilitation Therapy.

Margaret Andresen, Foreign Languages (1967). B.A. and M.A., University of Southern Mississippi. Additional study, University of Florida and University of Puget Sound, Washington.

Frank A. Bachman, Plumbing (1971). Keesler A & M Tech School. Ford's Willow Run Tech School. A.A., Jefferson Davis Campus. Additional study, Temple University.

June J. Bailey, English (1969). A.A., East Central Junior College. B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

R. Winston Beacham, Health and Physical Education (1965). B.S., Mississippi State College for Women. M.E., University of Southern Mississippi.

Barbara Nan Behringer, Nursing (1974). B.S., Nursing, University of Missouri. Additional study, University of North Carolina.

Henry W. Black, Social Studies (1969). B.G.E., The Municipal University of Omaha. M.A. and Ph.D., University of Southern Mississippi.

William M. Brewer, Law Enforcement (1969). M.S., University of Southern Mississippi. B.S., University of Mississippi. Graduate study, Tulane University. Graduate Air Force Institute of Technology. Graduate School of Logistics. Former Special Agent, Federal Bureau of Investigation. Additional graduate study, University of Southern Mississippi.

Wanda Brignac, Nursing (1972). B.S.N., University of Southwest Louisiana. Additional study, University of Southern Mississippi.

James V. Burford, Librarian (1962). B.S., University of Mississippi. Graduate study, English, Columbia University. M.A., Library Science. Peabody Library School, Peabody College.

Glen W. Cadle, Director of Finance (1961). B.S. and M.S., University of Southern Mississippi. Additional graduate study, University of Southern Mississippi and Mississippi State University.

Eileen Callahan, Nursing (1969). Diploma, Nursing, Jennie Edmundson Memorial Hospital. B.S.N., University of Nebraska. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Leon Christodoulou, Drafting (1972). A.S., Perkinston Campus. Eight years experience.

Jerry B. Clark, Social Studies (1968). B.A., Delta State College. M.A., Mississippi State University. Additional study, University of Southern Mississippi.

Mary F. Crown, Nursing (1974). Diploma, Druid City School of Nursing. B.S.N., University of Alabama.

Sylvester J. D'Aquilla, Jr., Director of Keesler Center (1973). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Edward R. Decker, Biology (1974). B.S., Georgia Tech. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Susan S. Denham, Mathematics (1972). B.S. and M.S., University of Mississippi.

Odie Dolores, Dental Assisting (1974). Certified. Two years work experience. Studies at Monterey Peninsula Junior College.

G. L. Douglas, English and Literature (1965). B.A., William Carey College. M.S., Auburn University. Course work completed for doctorate.

Laurie A. Drago, Social Studies (1970). B.A., Northwestern Louisiana College. M.A., Louisiana State University. Course work completed for doctorate, University of Southern Mississippi.

Elaine W. Duncan, Developmental Reading (1967). B.S. and M.S., University of Southern Mississippi. Additional study, Mississippi State University and University of Southern Mississippi.

Walter R. Dunn, Physics and Physical Science (1965). B.S. and M.S., University of Southern Mississippi. Additional study, Bucknell University and University of Wyoming.

Glen E. Endris, Business Administration (1965). B.S. and M.S., University of Southern Mississippi.

David C. Fitch, Mathematics (1970). B.S. and M.S., Mississippi State University. M.E., Rice University. Course work completed for doctorate.

Joan E. Fitch, English and German (1972). B.A., University of Southern Mississippi. M.A., University of Arkansas. Additional study, University of Arkansas.

Colyar Frierson, Trowel Trades (1971). B.S., Alcorn A & M College. M.S., Bradley University. Additional study, Jackson State College, Mississippi Valley State College, University of Mississippi, Clemson University, University of Missouri and University of Southern Mississippi.

Howard W. Forman, Business Administration (1972). B.A., Syracuse University. M.S., University of Colorado.

Joseph O. Goforth, Jr., Developmental Reading (1965). A.B., Syracuse University. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi. Course work completed for doctorate.

M. Elaine Graves, Business Education (1958). B.S. and M.E., University of Southern Mississippi. Additional study, University of Southern Mississippi and Wisconsin State University-Eau Claire.

Guy W. Hawkins, Psychology (1965). B.S. and M.S., University of Southern Mississippi.

A. D. Hendon, Jr., Radio Broadcasting (1967). B.S., University of Southern Mississippi.

Patricia B. Howorth, Nursing (1972). Diploma, Womens College Hospital. B.S.N., University of Mississippi. Additional study, Texas Womens University.

Joy Huddleston, Nursing (1974). Diploma, Nursing, South Mississippi Charity Hospital. B.S.N., University of Alabama. Graduate study, University of Alabama, University of Southern Mississippi.

Florence Hudson, Nursing (1974). Diploma, Nursing, Washington Sanitarium and Hospital, Takoma Park, Md. B.S.N., St. Anselma's College, Manchester, N.H.

Billy W. Johnson, Welding and Metal Trades (1968). Jones County Junior College. B.S., Mississippi State University. Three years experience as millwright and welder.

Samuel H. Kirsch, Air Conditioning (1973). Mechanical education and working experience via 26 years of military service, Master Plumber. B.S., University of Southern Mississippi.

James M. Knight, Chemistry and Biology (1969). B.S., University of Southern Mississippi. Pre-doctoral work, University of Southern Mississippi and Gulf Coast Research Laboratory.

Geraldine Kornegay, Dental Assisting (1973). Six years work experience. Studies at University of Southern Mississippi, University of Alabama, University of North Carolina, extension.

Lula C. Krohn, Practical Nursing (1967). R.N., Diploma, Touro Infirmary School of Nursing. B.A., University of Southwestern Louisiana. Additional study, University of Southern Mississippi.

Verne B. Lamas, Practical Nursing (1971). Diploma, Nursing, Hotel Dieu School of Nursing. Additional study, Jefferson Davis Campus and University of Southern Mississippi.

Janie Languirand, Biology and Physical Science (1969). B.S., Belhaven College. M.S., University of Mississippi. R.N., Jefferson Davis Campus. Course work completed for Ph.D., Biology, University of Mississippi.

Betty June Lee, Business Education (1965). B.S., Mississippi State College for Women. M.Ed., Mississippi State University. Additional study, University of Southern Mississippi.

Ola F. Lenaz, G.E.D. Chief Examiner (1968). B.S. and M.Ed., *University of* Southern Mississippi.

William P. Lipscomb, Jr., Executive Dean (1953). B.S., M.A., and Ed.D., University of Southern Mississippi. Graduate study, University of Texas.

Lucas P. Lisotta, Speech (1962). B.A., Northeast Louisiana State College. M.A., Louisiana State University. Additional study, Louisiana State University.

Quincy A. Long, Biology (1965). B.S. and M.S., University of Southern Mississippi. Course work completed for doctorate, University of Southern Mississippi.

Lawrence W. Mahalak, Hotel, Motel, Restaurant (1972). B.A., Louisiana College. Graduate work, Louisiana State University. Additional study, Memphis State University and University of Southern Mississippi.

Betty P. Malone, English (1965). B.A., William Carey College. M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Howard Malone, Data Processing (1963). B.S., University of Southern Mississippi. M.Ed., Mississippi State University. Additional study, Mississippi State University and IBM Corporation.

Doris P. Marmande, Surgical Technician (1974). Diploma, Southern Baptist Hospital, New Orleans, La. Twenty two years working experience.

James F. Mathis, Art (1965). B.A. and M.Ed., Mississippi College. Additional study, University of Southern Mississippi.

Paul G. McKay, Mathematics (1967). A.A., East Central Junior College. B.S. and M.Ed., Mississippi State University.

Edgar A. Mixon, Mathematics (1967). B.A.E., University of Mississippi. M.A.E., Delta State College. Additional study, University of Southern Mississippi.

Donald E. Moore, Speech and Theatre (1969). B.S. and M.E., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Adam J. Ortiz, Music (1969). B.M.E., University of Southern Mississippi.

Otis L. Parkes, Industrial Electricity (1970). A.A.S., Jefferson Davis Campus. B.S., University of Southern Mississippi. Twenty-six years working experience.

Thomas D. Peterman, Data Processing (1969). B.S., University of Southern Mississippi.

Jessica T. Phillips, Nursing (1972). B.S.N., Northwestern State College. M.S., Texas Women's University.

H. Walton Pigott, Biology (1966). B.S., University of Southern Mississippi. M.N.S., Louisiana State University. Additional study, University of Mississippi.

Ruth E. Porter, English (1966). B.S. and M.S., Mississippi College. Additional study, University of Mississippi and University of Southern Mississippi.

Captain Thomas H. Raines, Jr., Military Science (1973). B.S., Tennessee Technological University.

Jane Reid, Practical Nursing (1967). Diploma, University of Tennessee School of Nursing. B.S., University of Southern Mississippi. Additional study, University of Mississippi and University of Southern Mississippi.

Gene M. Rester, Counselor (1972). B.S., University of Southern Mississippi. *M.E.D.*, University of Southern Mississippi.

Norma Jane Richards, Nursing (1972). B.S.N., Louisiana State University. Additional study, Louisiana State University.

Howard Rogers, Social Studies (1973). B.S., Franklin College, Franklin, Indiana. M.A., Indiana University. Additional study, L.S.U., Baton Rouge, Indiana University, Whitlur College, Cambridge University and Oxford University, England.

James Sanders, Air Conditioning-Refrigeration (1970). A.S., Jefferson Davis Campus. Eleven years work experience.

Carlie Scofield, Director of Vocational-Technical Programs (1965). Air-Conditioning and Refrigeration, Perkinston Campus. B.S., Mississippi State University. M.S., University of Southern Mississippi.

Margaret M. Shaw, Piano (1970). B.Mus., Stetson University. M.A., Columbia University. Graduate pupil in piano of Edwin Huges, New York. Master Classes with Dr. Huges at Winthrop College and University of South Carolina.

Charles R. Shows, Social Studies (1965). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Alma E. Shull, English (1968). B.A., Union University. M.A., Memphis State University. Additional study, University of Southern Mississippi.

Lillie Belle Simon, Nursing (1974). Diploma, Nursing, Baptist Memorial Hospital, Memphis, Tenn. B.S., Siena College, Memphis, Tenn.

Herschel J. Smith, Vocational-Technical Counselor (1968). B.S., Alcorn A & M College. M.A., University of Minnesota. M.S., University of Southern Mississippi. Additional study, Jackson State College, University of Southern Mississippi and Ohio State University.

Betty Stafford, Nursing (1972). Diploma, Crawford W. Long Hospital School of Nursing. B.S.N., University of Mississippi. Additional study, University of Southern Mississippi.

Harry W. Stamps, Social Studies (1962). B.S. and M.S., Mississippi College. Additional study, Mississippi State University.

Mildred Tate, Counselor (1971). B.S., Xavier University. M.A., Southern University. Additional study, University of Southern Mississippi.

Clifton D. Taylor, Counselor (1965). B.M.E. and M.M.E., University of Southern Mississippi. Additional study, University of Southern Mississippi.

William E. Therrell, Social Studies (1963). B.S. and M.A., Mississippi State University.

Max W. Thornton, Assistant Director of Vocational-Technical Programs (1969). B.S. and M.Ed., Mississippi State University. Additional study, University of Southern Mississippi.

Billy Towles, Drafting (1972). A.S., Perkinston Campus. Additional study, University of Southern Mississippi.

Rachel Tucei, Nursing (1974). A.D.N., Perkinston Campus. Additional study, University of Southern Mississippi.

Robert Usey, Health and Physical Education (1968). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

William L. Vierling, Director of Student Services (1965). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi, Mississippi College, and Mississippi State University.

Desmond R. Walker, Carpentry (1972). Diploma. Fifteen years work experience.

Lois Walker, Vocational Business (1966). B.S., Central State College, Edmond, Oklahoma. M.S., Oklahoma State University. Additional study, Texas Tech., West Texas State University and University of Southern Mississippi.

Louise Ward, Assistant Librarian (1967). B.S., Mississippi State College for Women. M.Ln., Emory University. Additional study, Louisiana State University.

Evelyn Webb, Developmental English (1972). B.A., Jackson State College. Additional study, University of Southern Mississippi.

Ouida White, Business Education (1961). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Perkinston Campus

Mary Adams, Home Economics (1970). B.S. and M.S., Mississippi State College for Women.

Sydney E. Alexander, English (1960). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Cassie Batson, Mathematics (1968). B.A. and M.S., University of Southern Mississippi.

John B. Brown, Welding (1974). A.S., Pearl River Junior College. Additional study, Mississippi State University. Seven years experience.

Charles M. Clark, Librarian (1972). B.S., University of Miami. M.S., Florida State University.

Jan Chumbley Clark, Assistant Librarian (1974). B.A., Vanderbilt University. M.L.S., George Peabody College.

Eugene Clement, Music (1949). B.M. and M.M., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Charles Cooper, Student Discipline, Housing, Recreation (1974). B.S., William Carey College.

Clem Dellenger, Health and Physical Education (1966). B.A., Tulane University. M.Ed., University of Southern Mississippi.

Kenneth Farris, Health and Physical Education (1962). B.S. and M.E., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Word Guild, Languages (1964). B.A., Mississippi State College for Women. Study at Mississippi State College for Women, Sophie Newcomb, University of Southern Mississippi. Foreign study, France, Spain, Mexico and South America. M.A. and Ph.D., University of Southern Mississippi.

Dorothy Sheehan Hall, English (1968). B.A., Mississippi State College for Women. M.Ed., University of Southern Mississippi.

Lillian A. Hayden, Developmental Reading (1962). B.S., History, and M.S., Psychology of Reading, University of Southern Mississippi. Additional study, Loyola University, New Orleans and Florida Atlantic University.

Leonard Heath, Mathematics (1974). B.S., Bethune-Cookman College. M.S., University of Oregon. Additional study, University of Florida.

Nellie G. Henderson, English (1968). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Thomas E. Hilbun, Vocational Counselor (1965). B.A., Mississippi College. M.A., State University.

Bryan Hoda, Health and Physical Education (1974). B.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Hugh S. Hu, Business (1972). B.S., Singnam University China. M.S., University of Toronto. Ph.D., George Peabody College.

Danny James, Counselor (1974). B.S., Mississippi State University. M.Ed., University of Southern Mississippi.

Sam P. Jones, Band (1952). B.M., Southeastern Louisiana College.

Anna Faye Kelley, Business Education (1969). B.S. and M.Ed., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Samuel A. Lewis, Social Studies (1964). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Kathryn Ann Lewis, Speech (1969). B.S. and M.S., University of Southern Mississippi.

Hershel Woodley Lott, English (1960). B.S., M.A., and Ph.D., University of Southern Mississippi. Additional study, Tulane University.

Nelda J. Lott, English (1960). B.S., M.A., and Ph.D., University of Southern Mississippi.

Kay McInnis, Business Education (1960). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

John McQuagge, Health and P.E. (1964). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

George L. Mathis, Drafting and Design (1973). B.S. and M.S., University of Southern Mississippi.

Richard Miller, Science (1970). B.S., Southeastern Louisiana College. M.Ed., Auburn University. M.S., Oklahoma State. Additional study, University of Southern Mississippi and University of Alabama. Ph.D., University of Alabama.

Winfred Moffett, Industrial Arts (1951). B.S., Mississippi State University. M.Ed., University of Southern Mississippi.

Annie Moore, Director, Special Services (1974). B.A. and M.S., Ed., Jackson State University.

Charles G. Odom, Executive Dean (1955). B.S. and M.S., University of Southern Mississippi. Additional study, Mississippi State University and Louisiana State University.

Larry O'Neal, Mathematics (1967). B.S. and M.Ed., Mississippi State University. Additional study, Mississippi State University and University of Southern Mississippi.

John Pachel, Auto Mechanics (1969). Nine years experience.

Carlton Peters, Bible (1971). T.H.M., Master of Theology, Baptist Theological Seminary, New Orleans.

Chester Pratt, Printing (Letterpress) (1969). Forty-five years experience.

Gary Rogers, Carpentry (1974). A.S., Mississippi Gulf Coast Junior College. Four years experience.

Robert Rominger, Social Studies (1970). B.A. and M.A., University of West Florida.

Barbara Ross, Health and Physical Education (1960). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Edward Scarborough, Chairman, Student Services (1970). B.S. and M.Ed., University of Southern Mississippi.

Billy J. Scarbrough, Vocational (1961). B.S. and M.Ed., Mississippi State University. Additional study, Mississippi State University.

Russell E. Schneider, Art (1973). B.F.A. and M.A.E., University of Southern Mississippi.

Charles David Schwab, Biology (1973). B.S. and M.S., Southeastern Louisiana University. Ph.D., University of Southern Mississippi.

George Sekul, Coach (1961). B.S., Business Administration, and M.E., Education Administration, University of Southern Mississippi.

Doris E. Smith, Health and Physical Education (1972). B.S. and M.A., University of Southern Mississippi. Additional study, University of Southern Mississippi.

James Ray Smith, Student Discipline and Housing (1974). B.S. and M.Ed., Mississippi College.

Frank E. Spring, Printing (Offset) (1968). Twenty-four years experience.

Clyde E. Strickland, Director of Instruction (1960). B.S., M.S., M.E., and Ph.D., University of Southern Mississippi.

L. D. Stringfellow, Director of Finance (1965). B.S. and M.S., University of Southern Mississippi. Additional study, University of Southern Mississippi.

Charles L. Sullivan, Social Studies (1967). B.S. and M.S., University of Southern Mississippi.

Robert T. Walden, Mathematics (1973). B.S. and M.S., Murray State College. Ph.D., Mississippi State University.

Roney Walker, Drafting and Design (1974). A.S., Mississippi Gulf Coast Junior College. Four years experience.

Bennie T. Warren, Education and Psychology (1958). B.S., William Carey College. M.R.E., New Orleans Baptist Theological Seminary. Additional study, University of Southern Mississippi.

Robert Wayne Weathers, Health and Physical Education (1960). B.S. and M.S., University of Southern Mississippi.

James David Wittman, Music (1969). B.M. and M.M., University of Southern Mississippi.

Americus M. Gill, Military Science ROTC (1974). B.S., U.S. Military Academy.

George County Occupational Training Center

Paul Brauchle, Director (1969). B.S. and M.S., University of Southern Mississippi.

John Ward Cooley, Building Trades (1972). A.S., Perkinston Campus. Additional study, Mississippi State University and University of Southern Mississippi.

Frieda Davis, RN, Practical Nursing (1972). Diploma, Methodist Hospital School of Nursing, Hattiesburg, Mississippi. Additional study, University of Southern Mississippi.

Jerry T. Havard, Pipefitting (1973). A.S., Perkinston Campus. Four years experience.

Johnnette Heidelberg, Secretarial Science (1972). B.S., Mississippi College. M.S., University of Southern Mississippi.

Dennis Klene, Air Conditioning and Refrigeration (1973). A.S., Jackson County Campus. Additional study.

Junius H. Martin, Welding (1972). Thirty-one years experience.

Ronnie C. Mizell, Counselor (1972). A.S., Perkinston Campus. B.S., University of Southern Mississippi. M.A., University of South Alabama.

Georgia Rouse, RN, Health Occupations Assistant (1972). A.S., Degree in Nursing, Jackson County Campus. Additional study, University of Southern Mississippi and Peabody Teachers College, Nashville, Tennessee.

PART I PURPOSE AND OBJECTIVES

HISTORY

In the summer of 1911, the Harrison County School Board established the Harrison County Agricultural High School, an action which marked the beginning of the present Mississippi Gulf Coast Junior College. As an inducement to locate the school at the little town of Perkinston, a number of prominent citizens donated 656 acres of land and 626 dollars. Their efforts were successful, and, with three buildings, the institution began operation in 1912.

In 1916, Stone County was formed from the northern part of Harrison County and the school continued under their dual support.

Realizing that a new educational concept the Junior College was ideally suited to the needs of Mississippi, the Legislature enabled the counties to cooperate with the state in offering education beyond the high school level to all who could profit from it and in their home community. One of the first junior colleges to be organized was founded as an addition to the Harrison County Agricultural High School.

Under its new name, the Harrison and Stone County Junior College and Agricultural High School offered the freshman year of college in the 1925-26 session; the sophomore year was introduced, and the first class with one graduate finished in the 1926-27 session. In the summer of 1926, Jackson County joined the two original founders. In 1941 George County added its support.

The institution served the needs of its community through depressions and wars, endeavoring to fulfill its purpose: ***"To develop the cultural, intellectual, and character resources of the people of this area, point the way to an economic livelihood based on natural resources, and promote responsible citizenship."***

In 1962, exactly 50 years after its organization, the Agricultural High School division was discontinued since local high schools adequately provided for the youth of the community. Perkinston Junior College continued to grow, both in number of students and in program offerings which included both technical and vocational training beyond the high school level. In this same year, after surveys pointed out an alarming growth rate for the entire area, a Master Plan for Expansion was drawn up, whereby the future needs of the growing community could be more fully met. By 1964, with an enrollment of 1,474 students, the Perkinston Campus was more than over crowded.

In May, 1962, the Governor of the State of Mississippi signed into law House Bill 597 which created the Gulf Coast Junior College District. This bill wiped out county lines as far as the college was concerned. The area became a District, a single unit in which each taxpayer shares equally to support junior college education for the area. In order to bring higher education to the people so that they could train and/or retrain to meet the needs of business and industry; to enable young people to live at home, hold jobs, and go to school, too; to bring

cultural as well as academic enrichment to people of all ages, Perkinston Junior College and the District became a pilot program for the state (and one of the first in the nation) when two branches of the college were built on the Gulf Coast. Extensive surveys and population studies, made by committees of business and civic leaders and education specialists determined locations and offerings for the two campuses. In September of 1965, the Jefferson Davis and Jackson County branches opened. Total enrollment for the three campuses was 5,787 for the 1965-66 session. To show the continued growth of the college, enrollment for the three campuses for the 1973-74 session was 22,270.

PURPOSE

The Mississippi Gulf Coast Junior College is an integral part of the area it serves and genuinely recognizes its inherent responsibility to enhance the educational development of all persons able to benefit from its services. It is designed to develop responsible citizenship and leadership in a constantly changing and highly complex society.

OBJECTIVES

The campuses are dedicated to the premise that community colleges or junior colleges can accomplish the above purposes by:

A. **Offering college-transfer programs consisting of courses leading to college degrees.**
B. **Providing technical and vocational programs designed to prepare the student for immediate employment, with emphasis on serving community needs.**
C. **Serving continuing education needs through varied programs, courses, and activities.**
D. **Promoting and encouraging educational and cultural activities in the community through the facilities and resources of the college.**

The student at Mississippi Gulf Coast Junior College is able to further his education at a comparatively low cost. This is due in part to the three conveniently located campuses which enable many to live at home while they are full-time students and others to hold a job in their home community while earning college credits as part-time students.

Mississippi Gulf Coast Junior College is part of a statewide system of community junior colleges.

THE MULTIPLE CAMPUS COLLEGE

The main emphasis in the organization and operation of the Mississippi Gulf Coast Junior College is that it is a single institutional entity with three campus locations.

The relationships of personnel on each of the three campuses to the college administrative staff are the same personnel administrative relationships which would be found on a single campus. The same general policies, philosophies of operation, purposes and objectives, as well as the same procedural methods, apply to all campuses equally, and exceptions can be made only when based on purely local factors.

There should always be close cooperation, articulation, and coordination between the campuses of the college. Individual differences which arise from differing student body characteristics, geographic locations, or purely local factors, are respected and their effect on procedure or policies are recognized as long as local decisions do not alter college administrative policies and procedures.

With the exception of certain courses in specialized areas, the three campuses offer essentially the same basic instructional program. Course numbers and descriptions in the catalog, course outlines, text books, and supplementary materials apply to all campuses. Where courses differ the campus on which the course is taught will be designated. Close departmental coordination among campuses helps insure all students optimum uniformity of instructional quality.

Students converse between classes.

PART II BUILDINGS, GROUNDS & EQUIPMENT

Mississippi Gulf Coast Junior College has developed master site plans for the campuses, which are essential to carry out a ten-year building program adopted by the Board of Trustees. Based upon projected student enrollment figures, the program is designed to provide the physical needs of the college for the foreseeable future.

New vocational-technical complexes were dedicated at both the Jackson County and Jefferson Davis Campuses during the 1968-69 session and a combination academic administration building was dedicated at Perkinston. The opening of the 1969 fall session saw the beginning of a new food facility and student center operation on the Jackson County Campus.

Recent additions have been the Malone Fine Arts Building and vocational building on the Perkinston Campus, the new health and physical education and library classroom buildings on the Jackson County Campus and fine arts and physical education buildings on the Jefferson Davis Campus.

In the next decade, the college is expected to invest an estimated $12 million in new construction. In doing so, it hopes to provide the most modern classroom and laboratory facilities -- academic, vocational and technical -- and to furnish them with the most up-to-date equipment available.

Nursing students get on-the-job training.

Jackson County Campus

The location of this campus adjacent to a major four lane highway U.S. 90 at Gautier, some five miles west of Pascagoula, makes it easily accessible to the whole Coastal area. Good state and county roads connect with the traffic artery.

The air conditioned building complex of modern design is situated 300 yards from the highway on 138 acres.

The seven principal buildings on the campus are of concrete construction and connected by covered walkways.

Building A, the main building on the campus is a single story, circular building, two hundred and forty feet in diameter and houses the administrative offices, faculty offices, general academic classrooms, science lecture halls and laboratories, business machine and language laboratories, television central control section, studio, broadcasting room, and the college library. All rooms are units in a closed TV circuit and local telephone system.

Building B is one of two vocational-technical buildings. In this building are the classrooms and laboratories used by the drafting and design technology departments, the mechanical technology departments, and the machine shop. The facilities in the rooms are of the latest design and equipment. Also located in this building is the central power plant furnishing heat, air conditioning, and water facilities for the campus complex.

Building C, a two-story structure, is a circular building, slightly smaller in area than Building A. It contains the art and music classrooms, the campus bookstore, faculty dining room, student grill, dining area, lounge, and art gallery.

Building D, the main vocational-technical building, is largest on the campus. Located in this building are the vocational-technical administrative offices, vocational-technical library, offices, classrooms and laboratories used by the electronics technology, electrical technology, x-ray technology, automotive mechanics, welding, pipefitting, sheetmetal, R.N. nursing, and practical nursing curriculums. A large central supply receiving room is also located in this building.

Building E. This building is constructed with the same architectural design as the other buildings on campus. The building was designed primarily to house the health and physical education departments. However, the building was designed to be used as a multi-purpose building as it contains, in addition to the health and physical education facilities, six classrooms and a stage. An olympic size, heated swimming pool is adjacent to Building E.

Building F is a library-classroom building. It is scheduled for completion in January, 1975. The building will house the library and will contain classroom space and offices for faculty members.

Building G is designed primarily as a Fine Arts Building. The building will contain a 500-seat auditorium and house the music and art departments.

Jefferson Davis Campus

This campus is comprised of 120 acres of land located about one and three quarter miles north of U.S. Highway 90, midway between Gulfport and Biloxi. The award-winning architectural design of the building complex features 16 structures laid out to form landscaped courts between them. Covered walks along the buildings not only provide sheltered passage but form a visual tie for the complex and carry utilities throughout the complex, including air-conditioning.

The buildings on the Jefferson Davis Campus are:

Building A - Technical: Houses data processing laboratories, a general classroom, and adequate storage rooms and office spaces for three instructors. This building also has a drafting room and a drafting and mechanical drawing laboratory which includes two offices and storage rooms.

Building B - Business: Houses six offices for instructors, an accounting room, typing and secretarial procedures rooms, an office machines room, a general classroom and a duplicating laboratory.

Building C - Administration: Houses facilities for handling student admission guidance activities, the registrar's function and campus finance. Offices include those of the dean of the campus, director of student services, director of admission and guidance, and secretaries.

Building D - Fine Arts: Houses a music department consisting of three studios, four practice rooms, a work room, storage rooms and a large multipurpose room for choir, orchestra or group meetings. Also in this complex is an art studio, office and storeroom. The studio can be used for art and ceramics and opens onto a large patio for outdoor instruction.

Building D - Nursing: Houses six offices for instructors, a lecture room, and a nursing laboratory.

Building F - Science: Houses five offices for instructors, two large lecture rooms, physics laboratory, inorganic chemistry laboratory, organic chemistry laboratory, general biology laboratory, and a specialized biology laboratory to accommodate microbiology. Each laboratory adjoins spacious storerooms and *preparation* rooms.

Building G - Faculty Offices: Houses 22 offices for faculty members using the academic building, a secretarial pool area, workroom, and faculty lounge.

Building H - Academic: The building houses twelve general classrooms of varying sizes and a language laboratory fully equipped. Classrooms in this building are used interchangeably by the general education courses.

Building I - Library: Contains a large reading area furnished with various sized tables and chairs, reading area for periodicals and reference materials, a number of carrels for individual study, and bookshelves. The librarian's and assistant librarian's offices plus a large workroom are adjacent. Five special

study or listening rooms provide privacy for small groups. A reading laboratory, reading instructor's office, audio-visual pre-viewing room, and an audio-visual equipment room are also included.

Building J - Student Center: Provides facilities to accommodate student and faculty needs. Student lockers, bulletin boards, automatic food dispensers, telephones, lounging area for television and music listening, dining area, food preparation and service area, office for manager, workrooms and storage, and bookstore, are all housed here. Opening onto the northside covered walkway are Student Council, annual, newspaper, and conference rooms for student use.

Building K - Service Building: Contains a central control room for air-conditioning and heating regulation plus office for superintendent of buildings and grounds, storage room for receiving of incoming supplies plus the mechanical equipment room housing the heating and cooling equipment, the condensing unit, and water well storage tank.

Building L - Health and Physical Education: Contains two classrooms, first aid room, faculty conference room, four offices, storage and supply rooms, two boys' and two girls' dressing rooms, an exercise room, restrooms, a gymnasium playing area which could be used for a full basketball court and/or used for two smaller cross courts, and a stage area which doubles as a girls physical activities area. The building is bound on the east end by the covered recreation shelter and an Olympic sized, heated, swimming pool on the west.

Building M - Refrigeration and Air Conditioning and Plumbing: Contains two large laboratories, one for refrigeration and air conditioning and the other for plumbing. There are planning rooms, instructor offices, storage and supply rooms and dressing rooms for students for both programs.

Building N - Carpentry and Health Occupations: Contains a large laboratory for carpentry and a large health occupations complex. There are planning rooms, eleven instructor offices, storage and supply rooms and dressing rooms for students in both programs.

Building O - Industrial Electricity and Metal Trades: Contains two large laboratories, one for industrial electricity and the other for metal trades. There are planning rooms, instructor offices, storage and supply rooms and dressing rooms for students for both programs.

Building P - Administration: This building houses the offices of the directors of vocational-technical programs and the vocational counselor. In addition it contains a large conference room, a vocational library, a technical laboratory for radio technology, hotel, motel, restaurant technology, and general classrooms, storage facilities and four other offices.

Perkinston Campus

Perkinston Campus is located on U.S. Highway 49 at Perkinston, thirty miles north of the Mississippi Gulf Coast in the heart of the long-leaf pine region of Mississippi. Excellent highways make it readily accessible to all parts of the supporting area. Its proximity to a number of larger towns and cities makes it possible for students to explore a wealth of off-campus cultural opportunities.

The college owns 642 acres of land at Perkinston, 30 acres of which make up the main campus, with the remainder devoted to pasture, tree farming, and feed production. The campus buildings are conveniently located, and the grounds are beautifully landscaped.

Dees Hall is a split-level multi-storied building completed in 1968. It houses a modern library, campus administrative offices, conference rooms, a seminar room, ten classrooms and two teaching auditoriums. It is equipped with a complete dial access retrieval system with both audio and video capabilities and is completely air conditioned.

Darby Hall is a two-story brick structure built in 1957. The college administrative offices are housed in this building.

Smith Hall is a two-story brick veneer building constructed in 1947, which contains student recreational facilities.

Hinton Hall is a modern fireproof structure specially designed for science teaching. Built in 1959, it has no interior corridors, and access to all lecture rooms and laboratories is from a covered walkway around an open garden at the building's center.

Heidelberg Hall, constructed in 1959, houses the cafeteria and student center. The main floor of this building houses the cafeteria, grill, and private dining room. The lower level houses a merchandise and bookstore, lounge, student offices, and student post office.

Megehee Building, occupied in the spring of 1962, contains a living suite and bedrooms, a foods laboratory and a clothing laboratory.

Weeks Hall, constructed in 1974, houses the vocational-technical programs for the Perkinston Campus.

***Wentzell* Center,** constructed in 1957, houses the main gymnasium with a seating capacity of 1800, as well as dressing rooms.

The **Original Gymnasium,** one of the first in South Mississippi, was constructed in 1929, and is now used for dances and other recreational activities and the physical education program.

The **Colmer Vocational-Technical Building,** constructed in 1950, houses the campus maintenance department.

Gregory Chapel was completed in 1947 and provides a place for all types of religious functions. It houses offices of the Baptist Student Union, Wesley Foundation, and the Newman Club.

Harrison Hall, a dormitory for women students, was constructed in 1928 and was completely renovated and air conditioned in 1974.

George Hall is a two-story brick dormitory constructed for male students in 1947. This building houses approximately 100 students and includes two faculty apartments. This dormitory was completely renovated in 1974.

Jackson Hall is a two-story brick dormitory constructed for male students in 1925 and completely renovated in 1956. This building houses approximately 55 students, and includes one faculty apartment.

Smith Hall is a two-story brick dormitory constructed for male students in 1915 and completely renovated in 1956. It houses approximately 55 students and includes one faculty apartment.

Huff Hall is a two-story brick dormitory for male students. Constructed in 1911, this is the oldest building on the campus. It was partially renovated in 1952, and additional improvements were effected in 1956 and 1963. This building contains a faculty apartment and houses 55 male students.

Moran Hall is a two-story brick dormitory constructed for women students in 1970. This building houses 100 students.

Owen Hall is a two-story brick dormitory constructed for male students in 1970. This building houses 100 students.

A. L. May Memorial Stadium, constructed in 1948, has a seating capacity of 5,000 and includes a press box, dressing room and storage area for equipment. The stadium is completely fenced and provides a football playing field and a quarter-mile track with 220 straightway.

The **Swimming Pool,** constructed in 1953, is seventy-five feet in length and provides dressing facilities for women and men.

The **Apartment Dormitory** is a brick two-story building, built in 1948, which furnishes living accommodations to faculty members. The infirmary and nurse's apartment are located on the first floor of this building. The second floor houses student apartments.

Faculty Residences include sixteen houses and three duplexes which are located on or adjacent to the campus.

Denson Hall is a new modern two-story classroom building located on the quadrangle. It was built in 1971 and houses the business department, foreign languages, speech, journalism, and the General Studies laboratory.

Malone Hall, constructed in 1972, is a fine arts center with the music, art ceramics, and drama departments located in the building. There is, also, a modern Little Theatre, which seats 463 persons.

George County Occupational Training Center

Students heading into vocational education at the Mississippi Gulf Coast Junior College George County Occupational Training Center will have a salable skill when they leave.

The new half-million dollar facility on the outskirts of Lucedale offers post-secondary courses and secondary programs made available at the request of area high schools.

High school seniors and juniors are bussed to and from the center five days a week. They are permitted to take courses and earn credit in building trades (carpentry, electricity, masonry and plumbing), health occupations, welding, pipefitting and domestic appliance repair.

Offered on the post-secondary level only are courses in vocational secretarial training (clerk-typist and secretary), practical nursing and air conditioning and refrigeration, carpentry, pipefitting/plumbing, welding and construction management.

Built to accommodate as many as 350 students, the 32,000 square-foot center is ideally designed for future expansion.

The four shops constructed with flexibility in mind, are separate from the main building, which houses five classrooms, laboratories and administrative and faculty offices.

With the near-100 per cent placement record established nationally in vocational education, the center renders a valuable service to the area.

George County Center: Lucedale, Mississippi

PART III GENERAL REQUIREMENTS

An awareness of procedures and policies is important to success in college. It is understood that by enrolling at Mississippi Gulf Coast Junior College, the students agree to abide by the regulations as established. Students interested in the Health Occupations programs should consult the handbook designed for these specialized programs.

Admission Policies

Under the "open door" policy all applicants having fulfilled admission requirements will be considered for acceptance by the campus admission committee. Requirements for admission are not restrictive but vary with the curriculum. Admission to the college, therefore, does not necessarily imply immediate admission to the curriculum desired by the student.

Should the campus admissions committee become aware of information that would lead the committee to believe the applicants admission would not be for the best interest of the student or the college community, admission to the college may be denied.

Denial of admission to the college may result from any of the following:

A. Felonious conviction.

B. Involvement in drug and/or narcotic traffic.

C. Military discharge under conditions other than honorable.

D. Involvement in campus disorders at other institutions.

E. Disciplinary dismissal from other institutions.

F. Falsifying any information or records required for admission.

G. A minor living outside the home of his legal parents or guardian without the parent or guardian providing the college with advance written permission.

H. Any information relative to the applicant's character, conduct and/or institutional relationships that would be inconsistent with the philosophy, objectives, and attitudes of the constituency of the college community.

I. Any other reason or information considered to be of such nature that it would be detrimental to the academic society.

Out-of-State, Foreign Students

Because of the increasing number of students who apply for admission, the admissions committee has found it necessary to adopt the following policies:

1. Students may transfer to MGCJC from out-of-state colleges only if they are residents of Harrison, Stone, Jackson or George counties and meet academic requirements.

2. Out-of-state and out-of-country residents who apply to become freshmen at Mississippi Gulf Coast Junior College must present a standard composite score of not less than 15 on the American College Test, plus an acceptable high school transcript.
3. The college will accept a limited number of out-of-country students who have sufficient knowledge of the English language to engage in college studies and can satisfy other academic requirements.
4. Even though out-of-state residents may meet the above requirements, the number accepted at Perkinston, the dormitory campus, will be determined by demand for living space for students residing in the four supporting counties.
5. The above policies may be waived for students offered scholarships.

University Parallel Courses

From many years' experience, colleges have found that students making a composite score of 15 or above on the American College Test have the best chance of success in a college transfer curriculum or college technical curriculum. Those making below 15 have a poorer chance. Based on these facts, the following admission policies have been established.

1. An applicant for admission to the freshman class on any campus must be a graduate of an accredited high school with at least 15 units of work in college preparatory subjects.
2. An applicant who has not completed high school may be accepted if he makes satisfactory scores on the General Educational Development (GED) Test.
3. All students displaying overall weakness in high school grades and a low composite ACT score, will be required to enroll in General Studies at the discretion of the counseling department.
4. Under certain conditions, students who have not graduated from an accredited high school may be admitted after having met minimum State requirements for a high school diploma and upon mutual agreement between college and high school officials.

Technical Programs

Requirements for new students seeking admission to technical programs are the same as for college-level programs.

Vocational Programs

Vocational program requirements are:

1. **An applicant under 18 years of age should be a high school graduate. A student must be 18 years of age or older to enroll in a Manpower vocational program.**
2. **No ACT score is required. An applicant may be required to take a vocational aptitude test to determine admission to a specific vocational program.**
3. **Applicants for vocational health occupations and practical nursing must be high school graduates or pass the GED Test.**

Admission Procedures

Requests for application forms should be addressed to the director of admissions of the campus where the student wishes to enroll. The following procedures must be completed before admission to the college.

1. **The prospective student should submit an application for admission along with the following:**
   A. A recent photograph of the applicant.
   B. A medical check list. Boarding students must have a current serology.
   C. A $10.00 application fee each semester.
2. **The campus director of admissions should receive official transcripts showing all high school and/or college work.**
3. **Results of the American College Test should be sent to the admissions office. Students 21 or older are not required to take the American College Test.**
4. **The applicant must have a personal interview with the campus dean or his representative. A new student also must participate in one day of preregistration orientation on the campus of his choice. He will be notified of the date. Students are not officially accepted until the above admission procedures are satisfactorily completed.**

Irregular Students

A person over 21 years of age and of good moral character, who is unable to meet academic requirements of the college but desires special training in certain courses, may be accepted as an irregular student. Such a student, however, may not receive college credit for this work.

Auditing A Course

To audit a course means to enroll as an irregular student in a course and attend in the usual manner, but without credit or grade. A student may, in special cases, be permitted to audit courses for review purposes. However, regular tuition will be charged for such a service. The auditing of a course should not be confused with repeating a course to raise a grade.

Regular and Special Students

A regular student is required to take courses earning a total of at least 12 semester hours of credit.

When a regular student drops below 12 semester hours, he automatically becomes a special student. If this occurs during the first six weeks of the first semester, a special student tuition fee of $14.00 per semester hour is charged in lieu of the matriculation fee. If the student is living in a dormitory at Perkinston the student has to leave the dormitory, but is allowed to continue studies as a day student.

Occasionally conditions may make it advisable to permit an entering student to take less than 12 hours of work. An applicant admitted as a special student does not have to take the ACT until he has accumulated 15 hours credit.

Academic Load

A normal class load is 16 semester hours A student may not take more than 19 hours without permission from his dean, except where his curriculum indicates otherwise.

Transfer Students

As noted previously, a student who is a legal resident of Harrison, Stone, Jackson, or George counties may transfer to MGCJC from another college. The applicant must present ACT scores, high school and college transcripts and have a personal interview with the director of admissions. An evaluation of work previously taken at other institutions will be made by the admissions office staff and credit given for appropriate courses. In addition credit may be awarded for USAFI courses, CLEP, and in other ways to be described in the catalog.

Any student on suspension from another institution cannot be admitted by Mississippi Gulf Coast Junior College as a regular student (taking 12 or more semester hours of work) until eligible to re-enter the previous school. If the former school has no established policy for re-admission, the rules of Mississippi Gulf Coast Junior College will apply.

Policy of Probation and Suspension

At the end of each semester grade point averages for all students will be reviewed. Those falling below a cumulative average of 2.0 will be referred to the counseling and guidance personnel. At the end of four semesters of fulltime attendance; or at any time a member of the faculty or administration so recommends, a student's progress will be reviewed. If the student's academic average is still below the 2.0 standard, the guidance committee will be asked to evaluate the student's progress and take whatever disposition including dismissal, they consider to be in the best interest of the student and the college.

Class Attendance

Students are expected to be prompt and regular in class attendance. Fundamentally, class attendance is the direct concern of the faculty member and his students. The faculty member has responsibility for judging the relationship between absences and the quality of performance of the student. Each student has the obligation to accept full responsibility for compliance with the spirit as well as the letter of attendance regulations.

Withdrawal Procedure

Withdrawal from a class. Obtain a withdrawal slip from admissions office. Proceed to director of instruction for approval. If withdrawing from a class which is on book service, have slip signed by bookstore manager, then return withdrawal slip to admissions office.

Withdrawal from all classes. Obtain a withdrawal slip from admissions office. Proceed to director of instruction for approval and then secure all other necessary signatures and return slip to admissions office.

If above procedures are not followed, the student's permanent record will be marked "withdrawn without permission or explanation."

Guidance Services

The basic objective of the guidance and counseling services of the college is to assist the student to achieve the maximum development of his individual abilities. This is done in the following ways:

1. **Pre-registration counseling is given fall students. (Prospective students make scheduled one-day visits to their respective campus during which each is interviewed by the director of student services and a guidance counselor.**

Using ACT scores as a guide, they assist students in preparing schedules for fall classes.

2. At the opening of each semester, brief orientation programs are given for new students. They are presented the Student Handbook outlining specific college and campus regulations and policies. In subsequent sessions, students may be instructed in college community living by the director of student services and others.
3. A faculty member is assigned to each student to advise him with respect to his academic program and progress. In addition to advising specific students, members of the faculty are available for consultation with any student when it is mutually convenient.
4. Personal counseling. The director of student services and guidance counselor give particular care and attention to counseling students in such matters as fields of study, vocational choices and student problems.
5. Veterans Affairs Offices: On each campus a Veterans Affairs Secretary is available full time to assist students attending academic, technical or vocational courses under one of the public laws dealing with Veterans or their dependents (if eligible). In addition, the Veterans Administration has provided a "Vet Rep" to act as a direct link between the Veteran and the Veterans Administration on emergency matters.

Grades

At mid-semester (end of the first term or nine-weeks) and again at the end of the semester, the academic standing of each student in his courses in reported by the instructors. Copies of the progress reports are mailed to the student's homes at mid-semester and at the end of the semester. The student's advisor gives a copy to the student. Mid-semester grades allow the student to evaluate his progress but are not official and are not shown on the transcript. Semester grades are shown on the transcript.

Grades are based upon proficiency attained by the student. This is demonstrated primarily by the qualify of work done in the classroom.

Letter grades used and their meaning are as follows:

A – Representing superior or outstanding achievement in the regularly prescribed work.
B – Above average achievement in the prescribed work.
C – Average level of achievement.
D – Below average achievement. This is the lowest passing grade.
I – Incomplete, meaning the prescribed work was not finished at the end of the semester. If the work is completed within the following semester, the "I" may be changed to A, B, C, D or N. If the work is not completed within the following semester, the "I" will be changed to an N which means "no credit"
N – Means no credit given. Hours not used to compute quality point average.

Quality Points

A student must earn a minimum of two quality points for each semester hour of work taken to qualify for graduation. Points are computed on grades as follows:

A - 4 quality points per semester hour **C - 2 quality points per semester hour**
B - 3 quality points per semester hour **D - 1 quality point per semester hour**

If a student fails to earn sufficient quality points in a course, he may repeat the course in order to improve his grade and earn quality points.

A transfer student's quality points will be computed on the grades he transfers to MGCJC.

Quality point averages are determined by totalling the quality points earned in all courses and dividing the sum by the total semester hours taken.

A student will be graduated "with honors" who earns a quality point average of 3.3 and "with special honors" who earns a quality point average of 3.7.

President's and Dean's List

At the close of every semester, a President's List and at the end of each nine week term, a Dean's List will be published. A certificate from the president of the college will be given to parents of students named to the President's List and a commendatory form letter from the dean of each campus will be sent to students named to the Dean's List.

To be eligible for the President's List, a student must maintain an "A" average on 15 semester hours of academic work.

To be eligible for the Dean's List, a student must maintain a "B" average on 15 semester hours of academic work (with no grade less than "C").

Academic Awards

Awards for high academic achievement may be given each year at the discretion of the faculty. These are usually awarded to a full time sophomore who has the highest academic achievement in an area which he has designated as his major.

Compliance Policy

In compliance with Title VI of the Civil Rights Act of 1964 and *Title IX*, Educational Amendments of 1972 of the Higher Education Act, the Board of Trustees of the Mississippi Gulf Coast Junior College hereby adopts a policy assuring that no one shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity of the college. The Mississippi Gulf Coast Junior College is an Equal Opportunity Employer and welcomes students and employees or other participants from any race, color, national origin, or sex.

PART IV FINANCIAL INFORMATION

A. Expenses

Tuition and fees are the same at the three college campuses. At Perkinston (the dormitory campus), dormitory students also pay the costs of room rent and meals.

Expenses will vary according to the legal residence of the parents or guardian of the applying student. For the purpose of determining expenses, students may be placed in one of eight categories and their principal costs summarized as follows:

Prospective students should remember that there are a number of nominal miscellaneous fees (listed in the catalog) that may be charged, and also that a book service fee is charged.

Some fees are refundable and others are not. The college refund policy is explained following the list of miscellaneous fees.

NOTE: College buses provide free transportation to commuting "day" students from George and Stone counties attending Perkinston Campus.

Breakdown of Expenses

		Dormitory Student	Day Student
Expenses each semester (George, Harrison, Jackson, Stone Counties)			
Application fee (payable in advance)		$ 10.00	$ 10.00
Matriculation fee		115.00	115.00
Registration fee		2.00	2.00
Book Service		22.00	22.00
Total fees		$149.00	$149.00
Room:			
Stone, Jackson Halls	$ 58.50		
Harrison, George Halls	81.00		
Huff Hall	67.50		
Owen, Moran Halls	99.00		
Board:			
5-Day Plan	$182.75		
7-Day Plan	225.25		

Total Cost for Semester	5-Day Plan Meals	7-Day Plan Meals	Day Student
Stone, Jackson Halls	$390.25	$432.75	
Harrison, George Halls	412.75	455.25	
Huff Hall	399.25	441.75	
Owen, Moran Halls	430.75	473.25	
			$149.00

Amount due at registration (includes application fee and first month board)

	DORM		
	5-day Plan Meals	7-Day Plan Meals	Day Student
Stone, Jackson Halls	$250.50	$260.50	$149.00
Harrison, George Halls	273.00	283.00	

Huff Hall	**259.50**	**269.50**	
Owen, Moran Halls	**291.00**	**301.00**	
Due each 4-week period after registration	**$ 43.00**	**$ 53.00**	**0**

Residents of Mississippi outside the district, with the exception of Wilkinson county must add an additional $45 per semester to amount payable at registration. Residents of Wilkinson county must add $90 each semester to the amount payable at registration.

Out-of-state residents must pay an additional fee of $200.00 for tuition at registration.

Dormitory students should plan on bringing or securing soon after arrival the following items: 1 mattress cover, 2 pillow cases, 2 bedspreads, 4 sheets for single bed, 1 pillow, window curtains, 1 drinking glass, toilet articles, 1 laundry bag, towels, coat hangers and 2 blankets. Students should bring table lamps from home.

Special students: Any day student taking less than twelve (12) semester hours of work is charged a tuition fee of $14.00 per semester hour in lieu of the regular matriculation fee. (See Registration, Book Service and Parking Fees below).

If a full-time student reduces his work load to less than twelve (12) hours during the first six weeks of a semester he becomes subject to this special student tuition.

If a dormitory student becomes a special student, he must move out and continue his studies as a day student. This fee also applies to military servicemen and/or their dependents.

Evening college students. The cost of courses offered in the Evening College Division of the college is $14.00 per semester hour. (See Registration, Book Service and Parking fees below.) This fee also applies to military servicemen and/or their dependents.

Adult Vocational Courses.

Tuition	Hours per Course	Lab fee (if applicable)	Total fees paid by student
$10.00	36	$ 6.00	$16.00
10.00	54	10.00	20.00
10.00	72	14.00	24.00
20.00	90	16.00	36.00
20.00	108	19.00	39.00
20.00	126	23.00	43.00
20.00	136	24.00	44.00
20.00	144	26.00	46.00
20.00	162	29.00	49.00
20.00	180	32.00	52.00

This schedule applies to adult vocational courses where trade laboratories are used for instructional purposes. Classes involving extraordinary expenditures will be assessed on a cost basis with approval of executive dean and director of finance. (See registration and parking fees below.)

Full-Time Vocational Students: Cost per semester is $127 plus books. (See Parking Fees below.)

Registration and Parking Fees: Should be added to the above costs as applicable:

Fall day students: Pay $5.00 parking fee per one motor vehicle for the whole year.

Spring and summer day students: Pay $3.00 parking fee per one motor vehicle for the remainder of the year, if new registrants.

All students: Pay $2.00 registration fee each semester.

Night students: Pay $2.00 registration fee which includes parking privileges for one motor vehicle for one semester.

After paying the initial parking fee for one motor vehicle additional stickers cost $1.00 each.

The board of trustees of the college reserves the right to adjust any and all fees as it deems necessary.

Explanation of Fees

Matriculation - entitles a student to the following:

1. To attend MGCJC athletic events without charge.
2. To receive the student newspaper and college yearbook (when paid for both semesters).
3. To receive first aid and treatment for minor ills in the campus infirmary.
4. To attend lyceum programs.
5. To use science laboratories and equipment in scheduled courses.
6. To receive private music lessons and use instruments and practice facilities required in their curriculum.
7. To participate in other student activities supported by these fees.

Board: All dormitory students are required to purchase a meal ticket. Students may choose to follow either a 5-day or a 7-day plan. **5-Day Plan:** Students electing this plan will be served meals from Monday through Friday. Students on the 5-day plan may utilize the cafeteria services on Saturday and Sunday, but must pay on a per meal basis. **7-Day Plan:** Students electing this plan are entitled to meals from Monday through Sunday.

Out-of-District - pays for lights, heat, water and upkeep of the college plant used for non-boarding purposes by students whose parents reside outside the college district.

Out-of-State - helps pay instructional, administrative and other operating expenses of the college.

Parking and Registration - helps defray costs of increased security personnel, motor vehicle registration stickers, I.D. cards, and annual pictures.

Book Service - A book service fee of $22.00 per semester is charged to full-time transfer and technical students. Part-time transfers and technical students are charged $5.50 per course. Vocational students purchase their books at the beginning of the semester. The Book Service fee will entitle the student to receive his or her books from the bookstore without further charge. Books will

be returned to the bookstore at the end of the semester. Workbooks and dated material that cannot be reused will be purchased separately by the student.

Each student will receive a book card in his IBM package. There will also be a computer card with full instructions for the book service.

This will result in considerable savings over the past policy in which students purchased their own textbooks.

Miscellaneous Fees

Medical Insurance - It is recommended that students enroll in a medical and hospitalization insurance plan. If a student is not covered, he may enroll in the student health program, a group plan made available through the college. Parents or guardians of a student sign a waiver that protects college representatives from responsibility for the expenses of emergency medical or hospital services that may be required by a student.

NOTE: The college attempts to select a group insurance plan that will offer comprehensive coverage at a reasonable cost.

Gym Suits - Physical education students must wear gym suits in class. Appropriate suits are available through the college at a nominal cost.

Transcripts of Credit - One official transcript of credit is furnished without charge and a fee of $1.00 is charged for each additional transcript.

Graduation Fees - These include costs of caps, gowns and diplomas, and are payable during the semester before graduation. They are dependent upon current prices.

Testing Fee - Full-time students are required to take the American College Test before they apply for enrollment. If a student fails to take the test on one of the nationally scheduled testing dates, he may take the residual test for a fee of $9.00.

Change of Program Fee - This fee of $5.00 is charged for adding or exchanging courses, or transferring from one section to another unless requested by the administration after classes begin. (See college calendar.)

Dormitory Room Key Deposit - This fee of $1.00 is refunded when a student gives up his room and turns in the key.

Private Music Lessons - When not required in a curriculum, these may be arranged for a student (if an instructor has time available) at a cost of *$50.00* per semester for one half-hour per week.

Refund Policy

Application Fee	Not Refundable
Activity Fee	Not Refundable
Laboratory Fees	Not Refundable

Matriculation, Tuition and Book Service Fees:

60 percent refunded if applied for during first two weeks.
40 percent refunded if applied for during third and fourth weeks.
20 percent refunded if applied for during fifth and sixth weeks.
No refund after sixth week.

Parking fee is refundable if applied for before parking sticker is issued.

Room Rent is not refundable after the semester begins.

Cost of meals is refundable up to the unused balance of cost if applied for during the first four months of semester.

NOTE: To be eligible for a refund of any of the above fees, a student must request refund at the time he officially withdraws. Calculation will be based on the date of official withdrawal.

NOTE: Tuition and other fees, except the application and activity fees, paid to the college by veterans or war orphans, are refundable if requested by the student at the time of his withdrawal. The total fees paid, excluding the application and activity fees are divided by the number of weeks in the semester and the refund pro rated for the number of weeks the student did not attend classes.

B. Student Aid: Scholarships & Employment Opportunities

Whenever possible, the college employs students to assist in the library, drive buses, work in the cafeteria and perform clerical and secretarial tasks. Students from Harrison, Stone, Jackson and George counties are given priority to work, but an effort is made to provide assistance to all students who need help to meet college expenses.

The college administrators feel that they have the right to expect the following considerations from student employees:

1. That they give proper attention to their work.
2. That they do satisfactory class work.
3. That students accept the job for a whole semester and not ask to be relieved without good cause.

The American College Test Family Financial Statement should be completed and submitted with a student's application for a scholarship. Forms may be obtained from high school counselors or by writing the director of student services of the campus where the student is applying (College Scholarship Service Parents Confidential Statement also is acceptable).

Basic Education Opportunity Grants and Supplemental Education Opportunity Grants are available to students who qualify on the basis of need.

Student work scholarships range from $25.00 to $85.00 per month.

Some band and choir scholarships are available and a number of athletic scholarships are awarded.

Many civic and other organizations sponsor scholarships for students. Some of these organizations are Pascagoula Kiwanis Club; Wiggins Kiwanis Club; Biloxi Pilot Club; Wiggins, Biloxi and Gulfport P.T.A.'s; Susie Cooley scholarships given by the local chapter of Phi Theta Kappa; local chapter of Circle K; Crown-Zellerbach Corporation; Gulfport Civitan Club, and Mississippi Gulf Coast Junior College Alumni Association.

Other work scholarships are offered through Singing River Hospital, Pascagoula. Also, the Becky Bacot Nursing Education Scholarship is offered at Singing River Hospital (application should be made to the Director of Nursing Education, Mississippi Gulf Coast Junior College, Jackson County Campus, Gautier, Mississippi 39533).

The campus directors of student services can supply the latest information available for the 1975-76 session.

Servicemen's Opportunity College

As a result of meeting criteria developed by the Department of Defense and the American Association of Community and Junior Colleges, the Mississippi Gulf Coast Junior College is recognized as a Servicemen's Opportunity College and pledges itself to a continuous institutional effort toward helping active duty servicemen in obtaining their educational goals and to seek new approaches which will better meet the educational needs of servicemen.

Further information about this program may be obtained from admissions offices on each of the campuses.

Special Services

Under a federal government grant tutoring service was available during the 1974-75 school year on the Perkinston Campus. It is hoped this tutoring will be offered on the Jackson County and Jefferson Davis Campuses when proposals are approved.

Policy for Awarding College Credit for CLEP

1. Up to 30 semester hours of credit for the general examination will be *awarded* if a composite percentile score of 33 is attained. No credit can be awarded on a test area on which an examinee scores below the 25th percentile. Designated courses are to be listed.

   You may know more than your academic record reveals. Each day you, like most people, have an opportunity to learn. In private industry and business, as well as at all levels of government, learning opportunities continually occur. If you read widely or intensively in a particular field, think about what you

read, discuss it with your family and friends, you are learning. Or you may be learning on a more formal basis by taking a correspondence course, a television or radio course, a course recorded on tape or cassettes, a course assembled into programmed tests, or a course taught in your community adult school or high school.

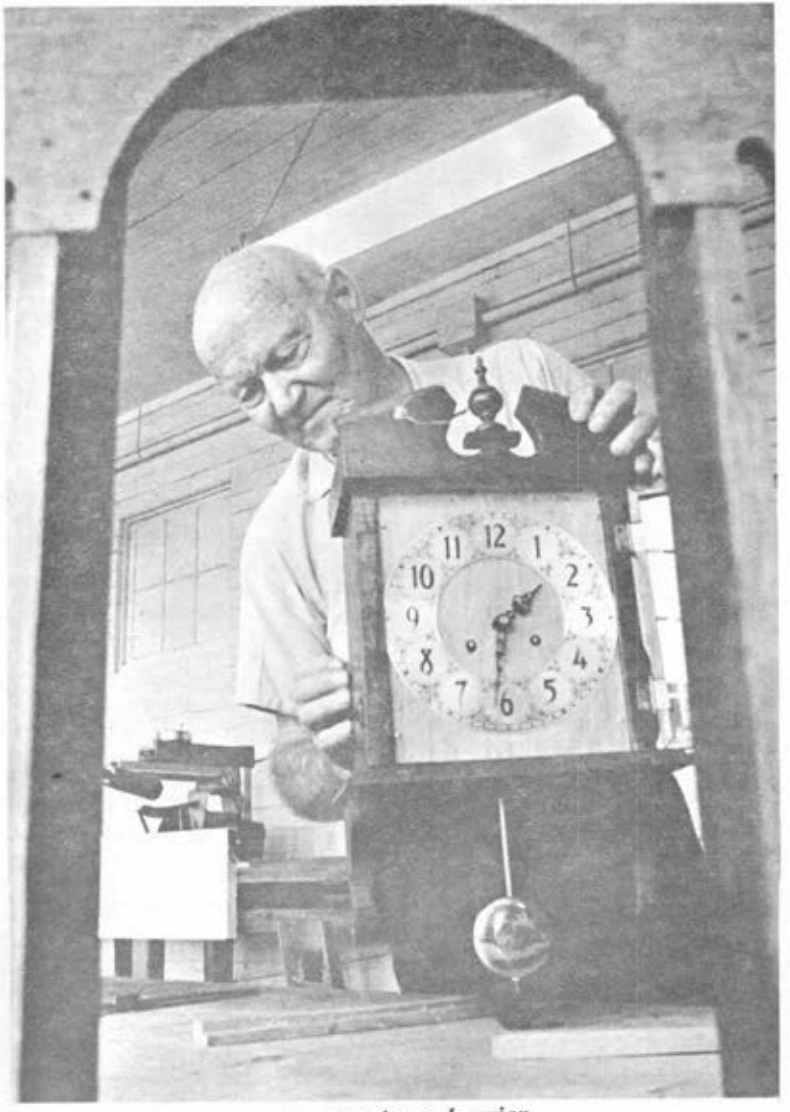
No matter how, where, or when you gained your knowledge, you now have the opportunity to receive academic credit for your achievement that can be counted toward an undergraduate degree. The College-Level Examination Program (CLEP) enables colleges to evaluate your achievement and give you credit. A wide range of college-level examinations are offered by CLEP to anyone who wishes to take them. Scores on the tests are reported to you, and, if you wish, to a college, employer, or individual.

CLEP General Examination	Semester Hours Credit	MGCJC Course Equivalency
English Composition	6	English 1113 and 1123
Social Sciences-History	6	May select any two courses of following: PSC 1113 (3 hours) HIS 1113 (3 hours) HIS 2213 (3 hours)
Natural Science	6	BIO 1113 and PHY 2213
Humanities	6	May select 1 of following: ART 1113 (3 hours) MUS 1113 (3 hours) AND May select 1 of following: ENG 2213 (3 hours) ENG 2233 (3 hours)
Mathematics	6	*Two courses will be selected by Director of Student Services from the following: BAD 1313 MAT 1213 MAT 1223 MAT 1323 MAT 1233 MAT 1313
TOTAL	30 Semester Hours	

*Student will be counseled, using high school grades, test scores and proposed program to determine appropriate mathematics courses for which credit will be granted.

2. On credit to be awarded for **subject examinations** a minimum percentile rank of 33 will be strictly applied. All subjects listed in the Mississippi Gulf Coast Junior College catalog will be eligible for credit for subject if **CLEP has such an established examination.**
3. The total amount of CLEP credit awarded for the **general examination** and for **subject examinations** still should not exceed 33 semester hours.

4. To receive credit through CLEP a person must enroll in Mississippi Gulf Coast Junior College to take additional college credit courses.
5. Designated courses, the appropriate course numbers and the appropriate semester hour credit awarded through the use of CLEP will be placed on the student's transcript under the heading **"credit awarded by CLEP"**. No letter grades will be assigned.



Age is no barrier

PART V STUDENT LIFE AND ACTIVITIES

Each campus offers its student body extra-curricular activities designed to supplement and enrich academic pursuits. Campus organizations and activities are sponsored by members of the faculty or administrative staff appointed by the deans and president.

Students are encouraged to participate in activities that will develop their own potentialities and help them become well-rounded individuals.

Student Councils

Students have the opportunity to take an active part in the student council on each campus.

Made up of elected representatives from each class and campus of the college, these democratic bodies, through executive and advisory functions, are the voice of the students in helping to determine the success of the college.

Four faculty members on each campus serve on an advisory committee to these councils. The student councils plan wholesome recreational and social activities for the students, encourage student discussion of campus problems, present helpful recommendations to the faculty and administration, and generally act in an advisory capacity to the students.

The student council on each campus also exercises general supervision over other campus organizations and must approve the formation of any new group on campus.

The College Student Council Association

Purpose: The College Student Council Association represents, by the democratic process, the student bodies of Mississippi Gulf Coast Junior College with its three campuses. In addition, the college student council coordinates the *college student* activities; adds unity to the student body of the three campuses; and serves as a mainspring for student activities which will add to the wholesome and total development of each participant and the college organization.

Membership: The membership of the College Student Council Association is composed of six representatives of each campus. Each member is guaranteed all rights of membership and shall be subject to all procedures in accordance with this constitution. (The six representatives will be the four general officers, the freshman class president and the sophomore class president.) The campus council president has the power to appoint representatives, if one of these officers cannot attend meetings.

Publications

Student Newspapers. The students at Perkinston Campus publish ***The Perkinston Bulldog*** on a bi-weekly basis.

News Magazines. The ***J. C. Star*** on the Jackson County Campus and ***The Mississippi Sound*** on the Jefferson Davis Campus are published by the students twice each semester.

Literary Magazine. ***Footprints*** is published each spring on the Perkinston Campus and is a collection of original poems, essays and writings of the students.

College Yearbooks. Each campus now has its own yearbook with a section in each on central administration. Material is compiled and edited by students under a faculty advisor.

Beauty Pageant

An annual beauty pageant is conducted and each campus selects one female student to represent the campus in the **Miss Mississippi Pageant.** Contestants are judged on the basis of beauty, poise and talent.

Hall of Fame

Each year a number of students equal to one percent of the full-time enrollment on each campus is selected by the faculty for recognition in the Yearbook Hall of Fame. These students must have a 2.0 or higher average and possess qualities of leadership, citizenship and personality.

Example of how selection is made:

Enrollment: 620 full-time students

Number of students each faculty member nominates: 6

A number of students equal to twice the number finally to be chosen (in this case 12) receiving the highest number of votes are in the final competition. Final selection is made during a faculty meeting.

Who's Who

A number of sophomores not to exceed two percent of the full-time enrollment on each campus will be chosen from nominees for the Hall of Fame for inclusion in ***Who's Who Among Students in American Junior Colleges.***

Organizations and Clubs

The following organizations exist on each campus:

Phi Theta Kappa. A national junior college honorary fraternity stressing scholarship and leadership.

Phi Beta Lambda. A national fraternity for business students with chapters on each campus.

Student Education Association. SEA is an organization for students planning to enter the field of education. Students are introduced to the nature and functions of the state (MEA) and national (NEA) organizations.

Delta Club (for science and mathematics students). Promotes interest in such technical fields as engineering.

The following organizations and clubs are active on two campuses:

Circle K Club. A civic and service organization for male students, jointly sponsored by the college community Kiwanis clubs.

Student Nurses Association. This association aids in the preparation of student nurses for the assumption of professional responsibilities. It serves as a channel of communication between the student nurses and the graduate professional nurses organizations.

Beam and Balance (pre-law club). A club wherein pre-law students can get an appreciation of what it means to be a lawyer.

Dramatics Club. The purposes of this club are to give an insight into the make-up and origin of the stage and to cultivate an appreciation of drama as a whole.

The **Black Culture Society** is active on the Perkinston and Jefferson Davis Campuses.

Junior Food Service Executive's Association (on the Jefferson Davis Campus). To upgrade food service standards, enact sound legislation, find solutions to international nutritional needs and expand food research are only a few of the goals of the FSEA state. FSEA also strives to promote education, good fellowship and humanitarianism among its membership and with people everywhere.

The following are active on only one campus: **Music Club, Home Economics,** and **Agriculture Club** (on the Perkinston Campus) and the **Bridge and Chess Club, Art Guild,** and **Samothrace Club** (on the Jackson County Campus).

There are also on each campus student religious organizations such as **Baptist Student Union, Newman Club** (Catholic), **Canterburg Club** (Episcopalian), **Westminister Fellowship** (Presbyterian), **Wesley Foundation** (Methodist). The purpose of these organizations is to enrich the spiritual life of the student, afford an opportunity for discussion, and to be a channel of service to others.

Music

At Perkinston Campus, there are a 75-member marching band and stage band and the girls parade unit, the Perkettes; the college choir with its smaller vocal ensembles. Both Jefferson Davis and Jackson County have choral groups and smaller vocal ensembles with accompaniment.

The Mississippi Gulf Coast Junior College Alumni Association

Purpose: This organization serves as a link between the college and its alumni, faculty and friends. It proposes to make the college aware of the needs of the people of the four-county area served by Mississippi Gulf Coast Junior College.

Membership and Organization: Former students and faculty and staff members are eligible for membership in the Association. Annual dues are $2.50 per person or $3.00 per couple. Five year dues are $8.00 per person and $10.00 per couple. Life membership is $25.00 per couple.

Objectives: Alumni organizations exist in each of the four counties. The primary objective is that of relating to the community the college program. The organized meetings provide an opportunity for reunion and fellowship of the alumni.

Athletics

Mississippi Gulf Coast Junior College is fortunate in having a highly successful athletic program which was already in existence on the Perkinston Campus when the two new campuses were created. The Bulldogs, as the college athletic teams are known, compete in the Mississippi Junior College Athletic Conference in football, basketball, baseball, track and tennis and have won many honors in recent years.

Intra-mural athletic contests are held on each campus under the supervision of the physical education instructors by teams representing the three campuses with games being conducted in the afternoon. These events provide exercise and fun while building teamwork and character.

Student Centers

These are popular spots on each campus where students gather in their free moments for socializing and relaxation. Here they may listen to music on the juke box, watch television, purchase food in the cafeteria or grill and purchase books and class supplies in the bookstore.

The dormitory campus at Perkinston has other recreational facilities including a swimming pool and the Attic, located on the second floor of the Smith Building, where pool, snooker, table tennis, card games, etc., are available. Also on campus are tennis courts.

Conduct and Discipline

Mississippi Gulf Coast Junior College expects its students to act responsibly and conduct themselves with dignity as young adults. Student attitude is a powerful force in self-government and the more students can govern themselves the less will be the need for faculty or administrative intervention.

Specific regulations governing student conduct are printed in the ***Student Handbook*** for each campus, a copy of which is provided each entering student.

Problems involving student behavior are referred to the discipline committee on the campus of enrollment for appropriate action. This committee is made up of faculty members and students.

Right of Appeal

A student has the right to appeal for a hearing concerning disciplinary action taken against him by the discipline committee. This appeal should be in the following order: (a) discipline committee (b) executive dean (3) college president and (d) board of trustees.

Nursing classes are taught at the George County Center.

PART VI INSTRUCTIONAL PROGRAM

Advantages of Graduation

The advantages of graduation from a junior college are too numerous to list. However, it might be noted that attainment of an associate degree or diploma is excellent evidence of a student's individual worth, implying motivation, academic aptitude and ability to set and reach a goal.

A survey of senior institutions of higher learning in the state shows the following advantages may be enjoyed by the junior college graduate:

1. No additional physical education courses are required.
2. Grades of "D" are accepted.
3. A "C" average is automatically accepted without imposing the senior school's method of grade averaging.
4. The junior college graduate is automatically admitted in good standing.
5. Graduates seem to understand requirements better, are more stable and adjust to the new environment.

Requirements for Graduation

Two degrees may be awarded students of the Mississippi Gulf Coast Junior College who successfully complete all requirements for graduation as they apply to either of these:

1. **Associate Degree**
   - A. Completion of a minimum of 64 semester hours with a "C" average or better from any of the programs offered and listed in the catalog which are not designated as technical or an applied science.
   - B. The 64 semester hours must include the following:
     English, 9 semester hours (any English or literature or speech)
     Social Science, 12 semester hours (world history, American history, government, sociology, geography, economics, philosophy, psychology)
     Mathematics, 3 semester hours
     Science, 6 semester hours
     Physical education, 4 semester hours (substitutes for those *unable to* take)
     Total, 34 semester hours

     In instances where the curriculum does not require all of the above, substitutions may be approved by the dean or director of instruction.
2. **Associate in Applied Science Degree**
   Completion of all courses specified for a particular technical or applied science program with an overall average of "C" or better. Each program

must have a minimum of 64 semester hours. (All secretarial or business curriculums two years in length fall in this category.)

*Substitutions for any courses to satisfy either degree must have the approval of the director of instruction or the dean. In no case can a substitution be made for an applied course in a technical program. (An applied course means one listed for a particular technical program which constitutes training directly relating to the major - example: fundamentals of drafting.)

General Graduation Requirements

General graduation requirements apply to both plans of graduation. These requirements include earning a minimum 64 semester hours with a quality point average of at least 2.0 for each semester hour attempted, and four semester hours of physical education. (Under certain conditions, other work may be substituted for P.E., provided the dean grants approval in advance and the student signs a substitution of course form.) When a course is repeated the higher grade is used in computing quality point average.

Certificates of Completion

Students in an academic program of less than two years duration, or a vocational program not followed for college credit, will be awarded a certificate for the specific program upon successful completion.

Numbering of Courses

Courses of study are identified by name and number. Those numbered from 1113 to 1999 are considered freshman courses and those from 2113 to 2999, sophomore courses. A student who has earned less than 24 semester hours is designated a freshman; one having 24 hours or more and 48 quality points is considered a sophomore. As a general rule, a student should choose courses in accordance with his class designation.

The Mississippi Gulf Coast Junior College is affiliated with the American International Academy. Through this affiliation, we are able to offer credit for study abroad during the summer. Any student interested in this program should contact the director of instruction on the local campus.

General Studies

Before a student is admitted to any curriculum he must have an interview with one of the college counselors to evaluate his potential for success in the curriculum of his choice. If there is evidence of the lack of readiness for a specific curriculum, the student will be assigned to the General Studies program.

The team teaching approach is used in the General Studies Program and individual attention is given each student by instructors and tutors. All courses carry college transfer credit and self-paced learning is emphasized.

In most cases students will remain in the General Studies Program one year although it is possible for those making exceptional progress to transfer to the traditional program at the end of the first semester.

Instructors for this program are chosen because of special abilities, interest in students and experience. The teaching team is interested in social and psychological adjustment as well as academic attainment.

Developmental Courses

ENG 0113 – Basic English – This course draws upon the areas of reading, writing, speaking, listening, vocabulary building, and spelling. It is designed to meet the needs of the students whose background is not sufficient to enroll in English Composition 1113.

EPY 0113 – Reading Improvement – This course is designed for students whose lack of reading ability is a barrier to academic success. Vocabulary building, improved comprehension, and study skills necessary to cope with the quantity and quality of reading required of a college student are presented.

Choosing a Curriculum

Mississippi Gulf Coast Junior College offers the following programs of study:

1. **University parallel curricula which may be transferred for full credit to senior institutions toward satisfaction or requirements for a Bachelor's Degree.**
2. **Specialized programs in business, professional and technical curricula to prepare persons for employment or advancement within respective areas.**
3. **Enrichment and/or technical courses given on a non-credit basis to enable an adult student to become more effective in use of his leisure time or to increase his occupational efficiency.**

The above programs are offered at the Jackson County and Jefferson Davis Campuses in both day and evening divisions, with the exception of certain non-credit courses that are usually developed by request of adult students.

Academic Curricula

The academic study programs are designed to meet the needs of a student who expects to transfer to a four-year college or university after graduating from Mississippi Gulf Coast Junior College.

A student should consult the catalog of the particular senior institution he plans to attend or consult the registrar of the senior institution for assistance in planning the work to be done at Mississippi Gulf Coast Junior College.

The following course groupings and sequences are those normally recommended by counselors. These programs meet not only MGCJC graduation requirements but most, if not all, transfer prerequisites.

After reviewing the section of suggested studies, a student should discuss his desired curriculum with a guidance counselor who will assist in determining his actual choice. Final responsibility for this rests with the student.

Courses of study are approved by the Veterans Administration.

GROUP I B.A. PREPARATORY CURRICULUM 0000

This group is designed for the student who is planning to complete requirements for a B.A. degree; or to study law, journalism or languages; or who may be undecided on a future career.

The student in this group should consult his faculty advisor to plan a course of study to meet his special curriculum needs.

Foreign language should be taken two semesters in order for a student to obtain credit.

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
MFL	1113, 1123	French			
		or	3		3
MFL	1213, 1223	Spanish			
MAT	1233 or 1313-1323	Mathematics	3		3
HIS	1113, 1123	History	3		3
PSC	1113	Government	3	or	3
SPT	1113	Speech	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
MFL	2114, 2124	French			
		or	3		3
MFL	2214, 2224	Spanish			
BIO	1113, 1123	Biology	3		3
ECO	2113	Economics	4	or	4
EPY	1513	Psychology	3	or	3
		Electives	3		3
HPR		Physical Education	1		1

GROUP I B.S. PREPARATORY CURRICULUM 0000*

This alternate core curriculum is designed for the student who is planning to complete requirements for a Bachelor's Degree which does not require a foreign language.

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
BIO	1113, 1123	Biology	3		3
HIS	1113, 1123	History	3		3
PSC	1113	Government	3	or	3
MAT	1213	Mathematics	3	or	3
ART	1113	Art Appreciation			
		or	3	or	3
MUS	1113	Music Appreciation			
		or			
SPT	1213	Theatre			
		Elective	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
ECO	2113	Economics	3	or	3
PHI	2113	Philosophy			
		or	3	or	3
GEO	1123	Geography			
EPY	1513	Psychology	3	or	3
SOC	2113	Sociology	3	or	3
SPT	1113	Speech	3	or	3
		Electives	9	or	9
HPR		Physical Education	1		1

*HEGIS Taxonomy of Instructional Programs in Higher Education. A four-digit number following each field of study.

GROUP II BUSINESS & OFFICE ADMINISTRATION 0500

The business and office administration curriculum group is designed to give nine-month and 18-month programs in secretarial science. Eighteen-month programs are also offered in general business and accounting and medical secretarial training.

For students who plan to secure a degree in business at a senior institution, the junior college business Bachelor in Science Degree preparatory curriculum will prepare business majors in such fields as: accounting and auditing; business administration; economics; marketing; office management; personnel management; institutional and industrial management; hospital management; hotel management; banking; life insurance; property and casualty insurance; or public administration.

The junior college business education curriculum also offers the freshman and sophomore courses usually required by a senior institution for the Bachelor's Degree in business education.

Secretarial Science 5005
(Nine-Months)

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
SEC	1203, 1213	Shorthand	3	3
SEC	1103 or 1113, 1113 or 2113	Typewriting	3	3
BAD	1313	Business Mathematics	3	
SEC	2523	Office Machines	3	
SEC	1312	Filing	2	
SEC	2413	Secretarial Procedures		3
SEC	2512	Office Appliances		2
SEC	2613	Business Communications		3
HPR		Physical Education	1	1

Secretarial Science 5005
(Two-Year Terminal)

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
SEC	1203, 1213	Shorthand	3		3
SEC	1103 or 1113, 1113 or 1213	Typewriting	3		3
BAD	1313	Business Mathematics	3		
PSC	1113	Government	3		
SEC	2523	Office Machines			3
BAD	1113	Introduction to Business			3
EDP	1111	Keypunch	1	or	1
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ACC	1213, 1223	Accounting	3		3
SEC	2113	Typewriting			
		or	3		
ECO	2113	Economics			
SEC	2213, 2223	Shorthand	3		3
BAD	2413	Business Law	3		
SEC	2613	Business Communications	3		
SEC	2123	Typewriting			3
SEC	2413	Secretarial Procedures			3
SEC	1312	Filing	2		
SEC	2512	Office Appliances			2
HPR		Physical Education	1		1

Medical Secretarial Training 5005
(18 Months)

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
SEC	1203, 1213	Shorthand	3		3
BIO	1113, 1123	Biology	3		3
HPR	1213	Hygiene	3		
SEC	1113 or 1123, 1123 or 2113	Typewriting	3		3
SEC	2613	Business Communications			3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ACC	1213, 1223	Accounting	3		3
SEC	2113	Typewriting			
		or	3		
ECO	2113	Economics			
SEC	2512	Office Appliances			2
SEC	2213, 2223	Shorthand	3		3
BIO	2924 or 2914	Biology	4	or	4
SEC	2523	Office Machines	3		
SEC	2123	Typewriting			3
SEC	2413	Secretarial Procedures			3
SEC	1312	Filing			2
HPR		Physical Education	1		1

General Business and Accounting 5001
(18 Months)

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
BAD	1313	Business Mathematics	3	
ACC	1213, 1223	Accounting	3	3
SEC	1103 or 1113	Typewriting	3	
BAD	2213*	Marketing	3	
PSC	1113	Government		3
BAD	1113	Introduction to Business		3
BAD	2513*	Principles of Management		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
SPT	1113	Speech		3
SEC	2613	Business Communications	3	
BAD	2413, 2423*	Business Law	3	3
ECO	2113, 2123	Economics	3	3
ACC	2313	Cost Accounting	3	
EPY	1513	Psychology		
		or	3	
SOC	2113	Sociology		
BAD	2613*	Principles of Finance	3	
SEC	2523	Office Machines		3
HPR		Physical Education	1	1

*These courses are scheduled on alternate years and should be taken by both freshmen and sophomores when offered.

Business B.S. Preparatory 0500

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
HIS	1113, 1123	History	3		3
BIO	1113, 1123	Biology			
		or	3		3
PHY	1233 or 1313, MAT 1313				
		or	3		3
MAT	1423	Mathematics			
PSC	1113	Government	3	or	3
BAD	2413	Business Law	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ACC	1213, 1223	Accounting	3		3
ECO	2113, 2123	Economics	3		3
ENG	2233, 2243	Literature	3		3
EPY	1513	Psychology	3	or	3
SOC	2113	Sociology	3	or	3
HPR	1213	Hygiene	3	or	3
SPT	1113	Speech	3	or	3
HPR		Physical Education	1		1

Students should closely follow the catalog of the senior institution of their choice for the specific major being pursued.

Business Education 0501

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
MAT	1233 or BAD 1313	Mathematics	3	3
HIS	1113, 1123	History	3	3
BIO	1113, 1123	Biology	3	3
SEC	1103 or 1123	Typewriting	3	
EPY	1513	Psychology		3
SPT	1113	Speech		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ENG	2233, 2243	Literature	3	3
ACC	1213, 1223	Accounting	3	3
SEC	1203*, 1213	Shorthand	3	3
PHY	2213, 2223	Physical Science	3	3
ECO	2113, 2123	Economics	3	3
HPR		Physical Education	1	1

*If a student has completed one year of high school shorthand, PSC 1113, HPR 1213, or GEO 1123 should be taken in lieu of SEC 1203.

Air Traffic Control 5302

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
MAT	1233 or 1313 and 1323	Mathematics	3	3
HIS	1113, 1123 or 2213, 2223	History	3	3
PSC	1113	Government		
		or		
SOC	2113	Sociology		
		or	3	3
EPY	1513	Psychology		
		or		
ECO	2113	Economics		
BAD	1113	Introduction to Business	3	or 3
EDP		Computer Programming	3 or 4	3 or 4
SPT	1113	Speech	3	or 3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
BAD	2513	Principles of Management	3	or 3
AVI	1113, 1123	Aviation Fundamentals I and II	3	3
AVI	1213	Aviation Law	3	or 3
AVI*	1315, 1325	Aviation Internship I and II	5	5
PHY	2213, 2223	Physical Science	3	3
HPR		Physical Education	1	1

*Two three-month periods of OJT with FAA or completion of a formal Air Traffic Control course and possess F.A.A. Certificate.

GROUP III FINE ARTS

Music 1004
(Perkinston Only)

			SEMESTER HOURS		
			1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
SPT	1113	Speech	3	or	3
MAT	1233	Mathematics			
		or	3	or	3
BAD	1313	Mathematics			
MUS	1214, 1224	Theory	4		4
MUS	2133, 2143	Music Literature	3		3
HPR		Physical Education	1		1
		PIANO EMPHASIS			
MUS	1352, 1362	Private Piano	2		2
MUS	1112	Class Voice	2		
		or			
MUS	1451, 1461	Private Voice	1		1
MUS	1811, 1821	Choir	1		1
		VOICE EMPHASIS			
MUS	1452, 1462	Private Voice	2		2
MUS	1311, 1321	Class Piano			
		or	1		1
MUS	1351, 1361	Private Piano			
MUS	1811, 1821	Choir	1		1
		INSTRUMENTAL EMPHASIS			
MUS	1531, 1541	Private Instrumental	1		1
MUS	1311, 1321	Class Piano			
		or	1		1
MUS	1351, 1361	Private Piano			
MUS	1711, 1721	Band	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
HIS	1113, 1123	History	3		3
EPY	1513	Psychology	3	or	3
MUS	2214, 2224	Theory	4		4
MUS	2113, 2123	Music History	3		3
HPR		Physical Education	1		1
		PIANO EMPHASIS			
MUS	2352, 2362	Private Piano	2		2
MUS	2451, 2461	Private Voice	1		1
MUS	2811, 2821	Choir	1		1
		VOICE EMPHASIS			
MUS	2452, 2462	Private Voice	2		2
MUS	2351, 2362	Private Piano	1		1
MUS	2811, 2821	Choir	1		1
		INSTRUMENTAL EMPHASIS			
MUS	2531, 2541	Private Instrumental	1		1
MUS	2351, 2361	Private Piano	1		1
MUS	2711, 2721	Band	1		1

Art 1001

The art curriculum is designed to provide the first two years of preparation for: students who wish to pursue the B.F.A. or the B.A.; those who plan to teach art in the schools, those who desire careers in the professional fields of art, and students who desire a background in art simply for its aesthetic and cultural values.

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
HIS	1113, 1123	History	3		3
PHY	2213, 2223	Physical Science	3		3
MAT	100	Mathematics	3	or	3
ART	1913	Introductory Art	3	or	3
ART	1313	Drawing I	3	or	3
ART	1323	Drawing II	3	or	3
ART	1413	Design I	3	or	3
ART	1113	Art Appreciation (elective)	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR*					
ENG	2233, 2243	English	3		3
EPY	1513	Psychology	3	or	3
SPT	1113	Speech	3	or	3
ART	2313	Drawing III	3	or	3
ART	2323	Drawing IV	3	or	3
ART	1423	Design II	3	or	3
ART	2613	Ceramics (elective)	3	or	3
ART	2633	Ceramics (elective)	3	or	3
ART	2713	Art History I	3	or	3
ART	2723	Art History II	3	or	3
BIO	1113, 1123	Fundamentals of Biology	3		3
GEO	1123	Geography	3	or	3
SOC	2113	Sociology	3	or	3
HPR		Physical Education	1		1

*The sophomore art student will find it necessary to consult his art instructor regarding the selection of courses from this list. The selection must be made on the basis of the student's future career plans.

GROUP IV MATHEMATICS AND ENGINEERING

Engineering 0901

The courses required for freshmen and sophomores are much the same for all branches of engineering.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
GRA	1112	Engineering Drawing	2	
GRA	2253	Descriptive Geometry		3
MAT	1815, 2425	Calculus	5	5
CHE	1215, 1225	Chemistry	5	5
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ENG	2213	English	3	
PSC	1113	Government		3
PHY	2414, 2424	Physics	4	4
MAT	2433, 2253	Calculus	3	3
HIS	2213	History	3	
ECO	2113	Economics		3
EGR	2413, 2433	Engineering Mechanics	3	3
EGR	1423	Electrical Networks		3
HPR		Physical Education	1	1

NOTES:

1. MAT 1111 is not required but is strongly recommended.
2. Student should check the particular curriculum on the university level to determine the need for these courses.
3. ENG 2233, 2243 or 2223 may be substituted for ENG 2213 the sophomore year.

Computer Science 0701
(Jackson County Campus)

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
PHY	2213, 2223	Physical Science	3	3
MAT	1313	College Algebra	3	
MAT	1323	Trigonometry	3	
MAT	1815	Calculus		5
BIO	1113, 1123	Biology	3	3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ENG	2233, 2243	English Literature I, II	3	3
HIS	1113, 1123	History	3	3
MAT	2425, 2433	Calculus	5	3
PSC	1113	Government	3	
ECO	2113	Economics		3
EPY	1513	Psychology		3
		Elective		
HPR		Physical Education	1	1

Mathematics Education 1701

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
HIS	1113, 1123	History	3	3
BIO	1113, 1123	Biology	3	3
MAT	1313	College Algebra	3	
MAT	1323	Trigonometry	3	
MAT	1815	Calculus		5
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ENG	2233, 2243	English	3	3
MUS	1113	Music Appreciation		
		or	3	
ART	1113	Art Appreciation		
SPT	1113	Speech	3	
HPR	1213	Health		3
MAT	2425, 2433	Calculus	5	3
ECO	2113	Economics		3
PHY	2213, 2223	Physical Science	3	3
HPR		Physical Education	1	1

NOTE: ENG 2223, 2213 may be substituted for ENG 2233, 2243.
MAT 2253 is not required but is strongly recommended.

Industrial Technology 5312
(Perkinston Campus)

Industrial technology courses deal with the production areas of industry. This program is designed for students interested in employment as supervisors, administrators and other leadership positions. A student who completes this course will have the foundation in mathematics, science, human relations, and skill in handling machines, tools and materials which will prepare him to cope with job problems.

Students who plan to pursue a Bachelor in Science Degree in industrial technology at a senior college should enroll in this course.

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
GRA	1112, 1122	Engineering Drawing	2		2
ENG	1113, 1123	English	3		3
HIS	1113, 1123	History	3		3
MAT	1313, 1323	Mathematics	3		3
IED	1213, 1223	Woodwork	3		3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
PHY	2414, 2424	Physics	4		4
IED	2313	General Metal Work	3	or	3
EPY	1513	Psychology	3	or	3
SPT	1113	Speech	3	or	3
GRA	2253	Descriptive Geometry	3	or	3
ECO	2113	Economics	3	or	3
PSC	1113	Government	3	or	3
HPR		Physical Education	1		1

GROUP V SCIENCE
(Includes Agriculture and Home Economics)

The basic science course outlined below is recommended for four-year science majors, for pre-medical, pre-dental, biology, chemistry, and physics students. Biology majors may substitute botany and/or marine science for one or two semesters of French.

The recommended courses for medical technology, optometry, physical therapy, pre-pharmacy, and chemistry education are listed following the basic science course.

Basic Science 1901

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
MFL	1113, 1123	French	3		3
MAT	1313, 1323	Mathematics	3		3
BIO	1134 Biology, BIO 2414* Zoology		4		4
CHE	1215, 1225	Chemistry	5		5
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
HIS	1113, 1123	History	3		3
CHE	2425, 2435	Chemistry	5		5
PHY	2414, 2424	Physics	4		4
HPR		Physical Education	1		1

*Students may substitute BIO 1314.

Medical Technology 5216

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
BIO	1134 Biology, BIO 2414 Zoology		4		4
MAT	1313, 1323	Mathematics	3		3
CHE	1215, 1225	Chemistry	5		5
PSC	1113	Government	3	or	3
ECO	2113	Economics	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
CHE	2425, 2435	Chemistry	5		5
MFL	1113, 1123	French	3		3
PHY	2414	Physics	4		
EPY	1513	Psychology	3	or	3
BIO	2914	Bacteriology			4
HPR		Physical Education	1		1

Pre-Pharmacy 1211

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
BIO	1134 Biology, BIO 2414 Zoology		4	4
CHE	1215, 1225	Chemistry	5	5
ENG	1113, 1123	English	3	3
MAT	1313, 1323	Mathematics	3	3
ECO	2113, 2123	Economics	3	3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
CHE	2425, 2435	Chemistry	5	5
PHY	2414, 2424	Physics	4	4
BIO	1314	Botany	4	
BIO	2914	Bacteriology		4
		Electives (Social Sciences)	3	3
HPR		Physical Education	1	1

Optometry 1209

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
MAT	1313, 1323	Mathematics	3		3
CHE	1215, 1225	Chemistry	5		5
PSC	1113	Government	3	or	3
SPT	1113	Speech	3	or	3
BIO	1134	Biology	4		
		Elective	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
HIS	2213, 2223	History	3		3
PHY	2414, 2424	Physics	4		4
ENG	2223, 2213	English	3		3
EPY	1513	Psychology	3	or	3
BIO	2914	Bacteriology	4		
		Elective	3	or	3
MAT	1815	Calculus I	5		
HPR		Physical Education	1		1

Physical Therapy 1212

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
CHE	1215, 1225	Chemistry	5		5
MAT	1313, 1323	Mathematics	3		3
BIO	1134 Biology, BIO 2414 Zoology		4		4
SPT	1113	Speech	3	or	3
		Elective	3	or	3
HPR		Physical Education	1		1
SOPHOMORE YEAR					
HIS	2213, 2223	History	3		3
PHY	2414, 2424	Physics	4		4
PSC	1113	Government	3	or	3
SOC	2113	Sociology	3	or	3
ENG	2243	English	3	or	3
EPY	1513	Psychology	3	or	3
		Electives	3		3
HPR		Physical Education	1		1

Medical Record Librarian 1215

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
BIO	1134 Biology, BIO 2414 Zoology		4	4
MFL	1113, 1123	French		
		or	3	3
MFL	1213, 1223	Spanish		
HIS	1113, 1123	History	3	3
HPR	1213	Health	3	
SPT	1113	Speech		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ENG	2233	English	3	
CHE	1215, 1225	Chemistry	5	5
MAT	1313, 1323	Mathematics	3	3
PHI	2113	Philosophy		3
		Elective*	6	6
HPR		Physical Education	1	1

*Select one course each from: geography, economics, psychology or sociology.

Chemistry Education 1905

			SEMESTER HOURS 1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
CHE	1215, 1225	Chemistry	5		5
EPY	1213	Reading	3		
MAT	1313, 1323	Mathematics	3		3
PSC	1113	Government			3
		Elective			
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
CHE	2425, 2435	Chemistry	5		5
MAT	1111	Mathematics	1		
EPY	1613	Education	3	or	3
SPT	1113	Speech	3	or	3
EPY	1513	Psychology	3	or	3
SOC	2113	Sociology	3	or	3
		Elective			
HPR		Physical Education	1		1

NOTE: ENG 2223, 2213 may be substituted for ENG 2233, 2243.

Agriculture
(Perkinston Campus)

Students wishing to major in general agriculture, agronomy, animal husbandry, dairying, horticulture, poultry husbandry, agricultural education, agricultural administration or agricultural economics should pursue the basic agriculture curriculum outlined below.

Those wishing to specialize in forestry, agricultural engineering, or veterinary science should pursue the specific curriculum of their specialty.

Basic Agricultural Curriculum 0101

			SEMESTER HOURS 1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
CHE	1215, 1225	Chemistry	5	5
BIO	1134, 2414	Biology	4	4
AGR	1313	Plant Science	3	
AGR	1214	Animal Science		4
HPR		Physical Education	1	1
SOPHOMORE YEAR				
MAT	1313, 1323	Mathematics	3	3
SPT	1113	Speech	3	
AGR	2314	Soils	4	
BIO	1314	Botany		4
CHE	2425	Chemistry	5	
ART	1113	Art Appreciation		3
ART	2713	Agricultural Economics		3
HPR		Physical Education	1	1
		Electives		5

Agricultural Engineering 0903

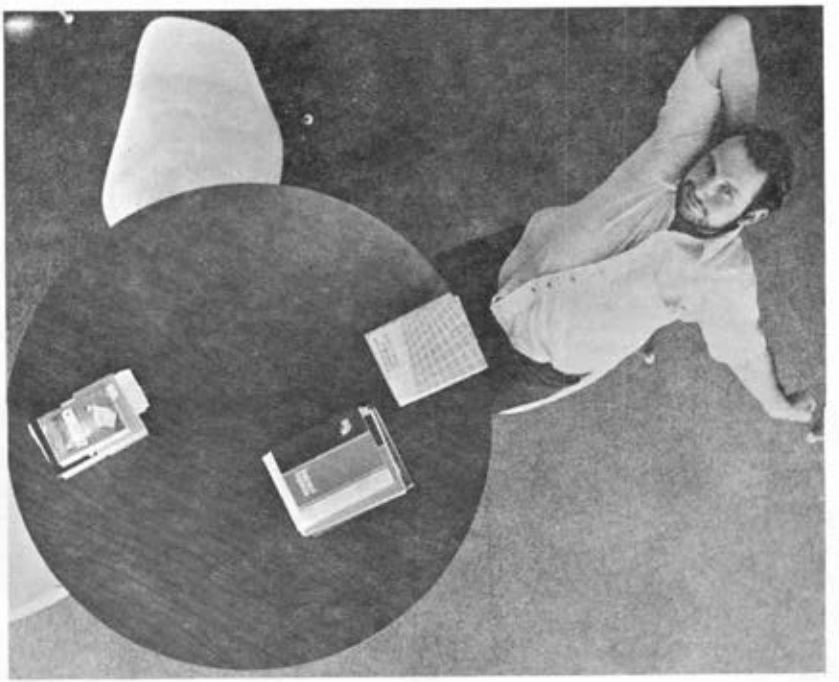
			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
CHE	1215, 1225	Chemistry	5	5
AGR	1313	Plant Science	3	
HIS	2213	American History		3
MAT	1815, 2425	Calculus I, II	5	5
HPR		Physical Education	1	1
SOPHOMORE YEAR				
AGR	2713	Agricultural Economics		3
PHY	2414, 2424	Physics	4	4
BIO	1134	Biology	4	
PSC	1113	Government		3
SPT	1113	Speech		3
AGR	2314	Soils	4	
MAT	2433	Calculus III	3	
MAT	2253	Differential Equations		3
HPR		Physical Education	1	1

Forestry 0114

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
BIO	1134, 1314	Biology	4	4
CHE	1215, 1225	Chemistry	5	5
HIS	1113, 1123	History	3	3
AGR	1313	Plant Science		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
SPT	1113	Speech		3
PHY	2414	Physics	4	
AGR	2314	Soils		4
ENG	2233, 2243	English Literature	3	3
MAT	1313, 1323	Mathematics	3	3
ECO	2113, 2123	Principles of Economics	3	3
HPR		Physical Education	1	1
		Electives	3	

Veterinary Science 1218

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
CHE	1215, 1225	Chemistry	4	4
ENG	1113, 1123	English	3	3
BIO	1134, 2414	Biology	4	4
EPY	1513	Psychology	3	
MAT	1313, 1323	Mathematics	3	3
PSC	1113	Government		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
CHE	2425, 2435	Organic Chemistry	5	5
SOC	2113	Sociology		3
MUS	1113	Music		3
SPT	1113	Speech	3	
MAT	1815	Calculus I	3	
PHY	2414, 2424	Physics	4	4
HIS	1113	World History	3	
HPR		Physical Education	1	1



Home Economics 1301
(Perkinston Campus)

Designed for students who are planning to complete the Bachelor's Degree with a major in home economics.

			SEMESTER HOURS		
FRESHMAN YEAR			1 Sem.		2 Sem.
ENG	1113, 1123	English	3		3
MÁT	1213 or 1313	Mathematics	3	or	3
BIO	1113	Biology	3		
HEC	1213	Food Selection and Preparation	3		
PSC	1113	Government	3	or	3
HPR	1213	Health	3	or	3
ECO	2113	Economics	3	or	3
SPT	1113	Speech	3	or	3
HEC	2213	Meal Management			3
HEC	1353	Art of Dress and Personal Grooming	3		
HEC	1121	Introduction to Home Economics	1		
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ENG	2233, 2243	English	3		3
CHE	1215, 1225	Chemistry	5		5
HIS	1113, 1123	History	3		3
HEC	1313	Elementary Clothing	3	or	3
EPY	1513	Psychology	3	or	3
ART	1413	Design	3	or	3
SOC	2113	Sociology	3	or	3
SOC	2133	Marriage and Family	3	or	3
HPR		Physical Education	1		1

Additional courses offered by the home economics department. Open to all students, male and female. Suggested that home economics majors take these additional courses as elective hours.

HEC	1353	Art of Dress and Personal Grooming (Required of home economics majors)	3	
HEC	1121	Introduction to Home Economics	1	
HEC	1112	Social Usage	2	
HEC	2833	Prenatal and Infant Care		3
HEC	2613	Home Economics for Moderns		3

GROUP VI EDUCATION 0800

Requirements for teaching are set by state certification rulings and are the same throughout Mississippi. Since December, 1956, all beginning teachers in accredited schools must be college graduates. The curriculum given below is the recommended program of general and basic professional education for the first two years of the four years required for an "A" certificate. It will be noted that courses recommended for the sophomore year differ for the elementary and secondary education majors.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
HIS	1113, 1123	History	3	3
BIO	1113, 1123	Fundamentals of Biology or	3 or 4	3 or 4
BIO	1134 Biology**, BIO 2414 Zoology or			
BIO	1314*	Botany		
HPR	1213	Personal Hygiene	3 or	3
EPY	1613	Education	3 or	3
MAT	1213	College Mathematics I* or	3 or	3
MAT	1313	College Algebra II		
PSC	1113	Government	3 or	3
HPR		Physical Education	1	1
SOPHOMORE YEAR (ELEMENTARY EDUCATION) 0802				
ENG	2233, 2243	English or	3	3
ENG	2223, 2213	English		
MUS	1113	Music Appreciation or	3 or	3
ART	1113	Art Appreciation		
ART	1913	Introductory Art	3 or	3
MUS	2913, 2923	Music for Children	3	3
EPY	1513	Psychology	3 or	3
ECO	2113	Economics or	3 or	3
SOC	2113	Sociology or		
GEO	1123	Geography		
SPT	1113	Speech	3 or	3
PHY	2213, 2223	Physical Science or	3 or 5	3 or 5
CHE	1215, 1225**	Chemistry		
HPR		Physical Education	1	1

*Mathematics 1213 is required for elementary teachers.

**Laboratory science should be taken by health and physical education, science education, and home economics education majors.

SOPHOMORE YEAR (SECONDARY EDUCATION) 0803					
ENG	2233, 2243	English			
		or	3		3
ENG	2223, 2213	English			
MUS	1113	Music Appreciation			
		or	3	or	3
ART	1113	Art Appreciation			
SPT	1113	Speech	3	or	3
ECO	2113	Economics	3	or	3
PHY	2213, 2223	Physical Science			
		or	3 or 5		3 or 5
CHE	1215, 1225**	Chemistry			
HPR	1313	Introduction to Physical Education*			3
SOC	2113	Sociology	3	or	3
EPY	1513	Psychology	3	or	3
		Elective	3	or	3
HPR		Physical Education	1		1

*For physical education majors only.

**Laboratory science should be taken by health and physical education, science education and home economics education majors.

Industrial Education 5312
(Perkinston Campus)

This program is recommended for the first two years of the four years required to qualify as an industrial arts teacher or trade and industrial coordinator.

FRESHMAN YEAR			SEMESTER HOURS 1 Sem.	2 Sem.
GRA	1112, 1122	Engineering Drawing	2	2
ENG	1113, 1123	English	3	3
BIO	1134	Biology	4	
PHY	2213, 2223	Physical Science	3	3
IED	1213, 1223	Woodwork	3	3
PSC	1113	Government		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
BIO	1314	Botany	3	
ENG	2233, 2243	English	3	3
HIS	1113, 1123	History	3	3
BAD	1313	Mathematics	3 or	3
IED	2313	General Metals	3 or	3
SPT	1113	Speech	3 or	3
HPR	1213	Health	3 or	3
SOC	2113	Sociology	3 or	3
HPR		Physical Education	1	1

ALPHABETICAL LISTING AND DESCRIPTION OF NUMBERED COURSES

ACCOUNTING

ACC 1213-1223 – Principles of Accounting. These courses are designed to give students an understanding of recording, classification, and summarization of business transactions and events with insight into interpretation of the resulting effects upon the business. Previous knowledge of bookkeeping or accounting is not required for ACC 1213. Prerequisite for 1223 is ACC 1213. Three semester hours each.

ACC 2313 – Cost Accounting. This course is a study of the application of accounting principles to job order, process cost, and standard cost systems. Prerequisite: ACC 1213–1223. Three semester hours.

AGRICULTURE

AGR 1214 – Animal Science. Fundamental principles and practical application of livestock, dairy, and poultry science. Three hours lecture and two hours laboratory. Four semester hours.

AGR 1313 – Plant Science. Scientific principles as the basis for practice in producing, handling, processing, marketing, and utilizing agronomic and horticultural crops. Two hours lecture and two hours laboratory each week. Three semester hours.

AGR 2314 – Soils. A study of the physical, chemical and biological nature of soils, the fundamentals of soil classification and the relationship between soils and growing plants. Prerequisite: chemistry 1215. Three lecture and two laboratory periods per week. Four semester hours.

AGR 2713 – Principles of Agricultural Economics. A general course on the basic principles of economics and their application to agriculture. Special emphasis will be placed on economic problems of agriculture. Three lecture periods per week. Three semester hours.

ART

NOTE: The art department reserves the privilege to retain student work for exhibition purposes.

ART 1113 – Art Appreciation. An introduction providing a background for the study and appreciation of art. An approach to the understanding and enjoyment of plastic arts. Three semester hours.

ART 1313 – Drawing I. Basic problems in drawing, composition and some figure drawing with the use of charcoal and pencil. Two lecture and four laboratory periods per week. Three semester hours.

ART 1323 – Drawing II. This is a continuation of drawing I with the additional use of such media as pen and ink, wash and conte crayon. Two lecture and four laboratory periods per week. Three semester hours.

ART 1413 – Design I. Study in terms of visual design, problems involving all the design elements of color, line, light, shade, etc. Color theory, some lettering, variety of media and techniques with two dimensional design. Two lecture and four laboratory periods per week. Three semester hours.

ART 1423 – Design II. Further study of the creative approach to design through the use of reproductive media and techniques with an emphasis on three dimensional design. Prerequisite: ART 1413 or permission of instructor. Two lecture and four laboratory periods per week. Three semester hours.

ART 1913 – Art for Elementary Teachers. The course is designed for prospective elementary teaching programs and all beginning art students. It offers the fundamentals of drawing, color theory, fundamentals of lettering, and problems in use of various media suitable for elementary schools. Three semester hours.

ART 2313 – Drawing III. Fluid media techniques: wash drawing, interpretation and composition emphasized. Prerequisite: ART 1313 or permission of the instructor. Two lecture and four laboratory periods per week. Three semester hours.

ART 2323 – Drawing IV. Fluid media techniques: wash drawing, interpretation and composition emphasized. Prerequisite: ART 2313 or permission of the instructor. Two lecture and four laboratory periods per week. Three semester hours.

ART 2513 – Painting I. Techniques used in painting water colors, oils, pastels, or other media, in still life and landscape pictures. Three semester hours.

ART 2613 – Ceramics. The use of ceramic materials as a means of expression. Experiences in handforming, application of glazes and firing. Six hours laboratory per week. Three semester hours.

ART 2633 – Sculpture. Problems in ceramic sculpture. Study of glaze mixing and application. Prerequisite: ART 2613 or permission of the instructor. Six hours laboratory per week. Three semester hours.

ART 2713 – Art History I. Survey of art history from pre-historic art through the Renaissance. Three semester hours.

ART 2723 – Art History II. Survey of art history from baroque art through modern art. Three semester hours.

BIOLOGY

BIO 1113-1123 – Fundamentals of Biology. (For non-science majors.) Courses in general biology which include biological principles, processes, and systems of the plants and animals presented in a sequence in which 1113 is a prerequisite to 1123. These courses are designed to meet general education requirements of certain non-science majors. These courses will not give credit toward a major or minor in the biological sciences and will not meet prerequisite requirements for higher level courses in biology. Two lecture and one two-hour laboratory periods per week or three lectures per week. Three semester hours each.

BIO 1134 – General Biology for Science Majors. An in-depth treatment of the general principles of biology includes the nature of protoplasm and cellular activity, metabolism, sensitivity, reproduction and development, and genetics and evolution. This course is a prerequisite to botany and zoology for science majors. Three lecture and one two-hour laboratory period each week. Four semester hours.

BIO 1314 – Botany. This course deals with plant growth and development, plants in relation to their physical and biological environments and plants in relation to their food, water, and minerals. It also deals with plant reproduction and taxonomy. Three lecture and one two-hour laboratory per week. Four semester hours. General biology for science majors is a prerequisite.

BIO 2414 – Zoology. This course deals with the organ systems of animals, both structurally and physiologically, from protozoa through the vertebrates. General biology 1134 for science majors is a prerequisite to this course. Three lecture and one two-hour laboratory periods per week. Four semester hours.

BIO 2214 – Introduction to Marine Science. This introductory course to marine biology places emphasis on measurement of physical, chemical, and biological parameters of ecological significance. Special sections of the course are directly related to local commercial fisheries and processing. The laboratory is concerned with functional morphology as well as taxonomy of local biota. In addition, emphasis is placed on the actual techniques employed in the measurement of biological data in the field. Two lecture and four laboratory hours per week. Prerequisites: BIO 1134, 2414 and CHE 1215. Four semester hours.

BIO 2513 – Human Anatomy and Physiology. A study of the anatomy and physiology of the human body as an integrated whole with more detailed studies of the skeletal, muscular, and nervous systems. It is recommended that students entering this course have a background in high school and/or college level biology and chemistry. Two lecture and two laboratory periods per week. Three semester hours.

BIO 2523 – Human Anatomy and Physiology. A continuation of BIO 2513 in which the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems are studied. Prerequisite: BIO 2513. Two lecture and two laboratory periods per week. Three semester hours.

BIO 2914 – General Bacteriology. A study of non-pathogenic and pathogenic bacteria, yeasts, and molds in relation to disease, foods, public health, and industry. Laboratory includes a study of techniques in staining, and culturing of micro-organisms. Prerequisites: Eight semester hours of chemistry and BIO 1134. Three lecture and two laboratory periods per week. Four semester hours.

BIO 2924 – Microbiology. A comprehensive study of bacteria and other micro-organisms including classification, morphology, cultural characteristics, and products of bacterial growth. Emphasis is placed on the study of disease-producing organisms and on general bacteriological technique. This course is especially designed for terminal students and is not intended for biology majors. Three lecture and two laboratory periods per week. Four semester hours.

A student relaxes after a practice session with the college marching band.

BUSINESS ADMINISTRATION

BAD 1113 – Introduction to Business. This course is designed to provide the student with a general background of the nature of business and a preliminary idea of the various areas of business specialization. Three semester hours.

BAD 1313 – Business Mathematics. Review of the four fundamental operations of arithmetic giving a systematic treatment of the topics which one might encounter in daily affairs. Three semester hours.

BAD 2213 – Marketing. A study of principles and problems of marketing goods and methods of distribution from producer or manufacturer to consumer. Types, functions, practices of wholesalers and retailers in the American marketing system and efficient marketing techniques in the development and expansion of markets are included. Three semester hours.

BAD 2323 – Business Statistics. An introduction to basic statistics. Topics covered include measures of central tendency and variability, confidence intervals, hypothesis testing, t-distribution, and regression and correlation analysis. Three semester hours.

BAD 2413 – Business Law. This course is designed to acquaint the students with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention will be given to: an introduction to law; law of contracts; agencies and employment; negotiable instruments and commercial paper. Three semester hours.

BAD 2423 – Business Law. This course is a continuation of BAD 2413 and is designed to cover the following specific areas: sales contracts; personal property and bailments; partnerships; corporations; real property and leases; insurance; security and mortages; and bankruptcy. Three semester hours.

BAD 2513 – Principles of Management. This course is a study of basic management principles as applied to the functions of planning, organizing, directing, controlling, and coordinating with effective communication in business enterprise. Three semester hours.

BAD 2613 – Principles of Finance. This course is a study of the organization and operation of the American financial system with consideration of public and private financial institutions. Financial problems of industrial and commercial firms, methods and procedures of business, foreign trade, and consumer financing, and governmental policies and activities in finance and their effects on prices, interest rates, and economic activities are included. Three semester hours.

AIR TRAFFIC CONTROL

AVI 1113 – Aviation Fundamentals I. Introductory course in aviation. Includes modern aircraft types; basic aerodynamics and theory of flight, both fixed wing and helicopter; airplane structures, propulsion, instruments and avionics, and medical aspects of flight. Three semester hours.

AVI 1123 – Aviation Fundamentals II. Continuation of aviation fundamentals I. Includes flight techniques in light aircraft, instrument flying, flying high performance aircraft, weather, air navigation, and aircraft maintenance. Three semester hours.

AVI 1213 – Aviation Law. Regulation and liabilities of public and private air carriers both domestic and foreign. A study of the development of aviation law, through inactment of laws and judicial decisions applying to those laws. Local, federal and international laws forming the present legal structure and possible future changes. Three semester hours.

AVI 1315 – Aviation Internship I. Three months experience in an air traffic control facility (radar approach control, ground control approach, radar final control, control tower, air route traffic control or air traffic regulation center). Prerequisite: completion of a formal air traffic control course and possession of FAA certificate. Five semester hours.

AVI 1325 – Aviation Internship II. An additional three months experience in air traffic control facility. Prerequisite: AVI 1315. Five semester hours.

CHEMISTRY

CHE 1215 – General Chemistry I. The course emphasizes fundamental treatments of concepts such as structure, energy relationships, and reaction mechanisms. Atomic theory, orbitals, and chemical bonding is stressed. The history of chemistry, and methods of scientific discovery is presented. The unfolding of theories of atomic structure, the determination of atomic weight, the discovery of nuclear fission, and the chemical evidence for isomers follow the case history approach. Three lecture and four laboratory periods per week. Five semester hours.

CHE 1225 – General Chemistry II. A continuation of CHE 1215 with emphasis on metallurgy and a comprehensive study of carbon chemistry. Three lecture and four laboratory periods per week. CHE 1215 is a prerequisite. Five semester hours.

CHE 1314 – Principles of Chemistry. Lecture and laboratory work with emphasis on properties of matter and application of principles. Primarily for students in pre-nursing, home economics, agriculture and other fields. Not acceptable for physical science majors or for pre-medical, engineering, pre-pharmacy, pre-dental, or biological science majors. Three hours lecture and two hours laboratory per week. Four semester hours.

CHE 1313 – Introductory Organic and Bio-Chemistry. CHE 1314 is a prerequisite to this course. Lecture and laboratory work related to fundamentals of organic and biological chemistry, especially the basic chemical processes associated with human bio-chemistry. Primarily for students in pre-nursing, home economics, agriculture and certain other fields. Not acceptable for physical science majors or for pre-medical, engineering, pre-pharmacy, pre-dental, or biological science majors. Three hours lecture and two hours laboratory per week. Four semester hours.

CHE 2425 – Organic Chemistry I. An introductory study of organic chemistry and aliphatic compounds and derivatives. Prerequisite: CHE 1215 and 1225. Three lecture and four laboratory periods per week. Five semester hours.

CHE 2435 – Organic Chemistry II. This course is a continuation of CHE 2425. Further study is made of aromatic compounds and their derivatives. Three lecture and four laboratory periods per week. Five semester hours.

ECONOMICS

ECO 2113 – Principles of Economics. This course is an analysis of the basic economic principles and problems that we are concerned with in our American capitalistic economic system. It is an introduction to macro-economics with reference to production, distribution, exchange, and consumption with the study of the Federal Reserve System, employment, taxation, and national income analysis, and the rudiments of supply and demand as they operate in our political economy. Three semester hours.

ECO 2123 – Principles of Economics. This course is a continuation of ECO 2113 with special emphasis in micro-economics and further emphasis on principles of economics in the study of the factors of production; land, labor, capital, and management and their returns: rent, wages, interest, and profit. Also included are the determination of values and prices, along with supply and demand, under pure competition, monopoly, and monopolistic competition, and an introduction of international trade and finance, economic growth, and the price level. Three semester hours.

Students operate machines in the data processing program.

EDUCATION AND PSYCHOLOGY

EPY 0113 – Reading Improvement. This course is designed for students whose lack of reading ability is a barrier to academic success. Vocabulary building, improved comprehension and study skills necessary to cope with the quantity and quality of reading required of a college student are presented. This course is taken in conjunction with ENG 0113. Three semester hours (nontransfer).

EPY 1213 – Developmental Reading - Improvement of Study. This course is designed to help students improve their reading skills in both speed and comprehension and to develop their study skills. Three semester hours.

EPY 1310 – Orientation. Offered first semester on the Perkinston Campus. Testing in study and library skills is required of all entering freshmen. Students whose scores show deficiencies are encouraged to enroll in the course. The course emphasizes independent study, programmed instruction, and small group instruction and is open to all students. Non-credit.

EPY 1513 – General Psychology. This course is designed to give the student a broad understanding of man's development from birth. A study of the motivating factors of human behavior is emphasized. Three semester hours.

EPY 1613 – Introduction to Education. The purpose of this course is to give the student a view of the entire field of education, which will serve as a background for more specialized courses. Three semester hours.

EPY 2513 – Child Psychology (Human Growth and Development I). This is a study of the development of the child from the prenatal period through adolesence, including the physical, mental and social characteristics of the preschool child, and the major problems in child development. Prerequisite: EPY 1513. EPY 2513 is for nursing students only. Three semester hours.

EPY 2553 – Psychology of Personal Adjustment. This course provides for the exploring of personal meanings and values. Its focus is on life experience, and is intended to assist individuals in being genuine with themselves, recognizing their innermost feelings, and sharing their feelings and insights. Three semester hours.

ENGLISH

ENG 1113A-1123A – English. This course is presently designed for students scoring above the 75 percentile (College Bound Norms) in the English section of the ACT. The basic requirements of reading, writing, speaking, listening, vocabulary building, elementary research, and critical analysis are supplemented to further develop the initiative, resourcefulness, and creativity of the student. Since more sophisticated writing and additional reading are required throughout the year, the course may eventually lead to the establishment of an honors course. 1113A is a prerequisite to 1123A. Three semester hours each.

ENG 1113B-1123B – English Composition. This course, a basic requirement in any college curriculum, draws upon the areas of reading, writing, speaking and listening, vocabulary building, elementary research and critical analysis. 1113B is a prerequisite to 1123B. Three semester hours each.

ENG 1923 – Humanities I. A humanistic approach to man's creative achievements in music, art, literature, and philosophy in western civilization. Three semester hours.

ENG 2213 – American Literature, A Survey. The course is a survey of American literature from colonial times to the present, designed to develop an appreciation of our American heritage. Three semester hours.

ENG 2223 – Survey of World Literature. This study is based on selections of world literature from Homer to Camus. The selected major works are studied to reveal the cultural milieu which produced them and to determine their major contribution stylistically and thematically to the western literary tradition. Three semester hours.

ENG 2233-2243 – English Literature I, II. This study involves a comprehensive treatment of leading authors, important works and chief literary types. The work is pursued chronologically, beginning the first semester with the old English period and extending into the Neo-Classical Age. The second semester continues with the Romantic Period, the Victorian Age and ends with the Modern Age. ENG 2233 is a prerequisite of ENG 2243. Three semester hours each.

ENGINEERING

EGR 2413 – Engineering Mechanics I. Prerequisite: Credit or enrollment in calculus I. Vector algebra; Newton's laws; equilibrium conditions for particles and rigid bodies; analysis of structures. Three semester hours.

EGR 2423 – Electrical Network. Prerequisite: Credit or registration in MAT 2253. Definitions, units and fundamental laws of electricity; d-c circuit analysis; network theorems; circuit elements; transient analysis; sinusoidal (a-c) steady-state analysis. Three semester hours.

EGR 2433 – Engineering Mechanics II. Prerequisite: EGR 2413. Vector calculus; Newton's laws; motion of particles and rigid bodies; work and energy. Three semester hours.

GEOGRAPHY

GEO 1123 – Principles of Geography. This course deals with man's adjustment to fundamental elements of geography such as climate, bodies of water, landforms, location and natural resources and how, with man's adjustment to them, they help to shape world history. Three semester hours.

GRAPHICS AND DRAWING

GRA 1112 – Engineering Drawing. Preliminary training in freehand drawing, shades and shadows; the use of instruments, geometric construction, isometric, oblique and cabinet projection; the development of surfaces and intersections for sheet metal work. Preliminary and special lettering exercises are given. Six laboratory periods per week. Two semester hours.

GRA 1122 – Engineering Drawing. This course offers advanced study of working drawings, detail and assembly, requiring self-reliance in the selection of views, sheet layout and manner of representations. Neatness, accuracy and economy of time are stressed. Six laboratory periods per week. Two semester hours.

GRA 2253 – Descriptive Geometry. This course deals with the proper representation of all elements and forms of geometrical and graphical problems and gives the methods of determining the true shapes, true size, and true relation of one element to another. Three semester hours.

HEALTH, PHYSICAL EDUCATION, AND RECREATION

NOTE: Every student is required to take two hours of physical education each week each semester. No student will be permitted to enter physical education classes until a medical report has been filed. All students must wear appropriate uniforms for physical education classes. Physical education activity courses will earn one semester hour with academic credit.

HPR 1591 – Health Concepts of Physical Activity. A thorough investigation of contemporary health fitness concepts as they pertain to the individual student. This course contains three phases: (1) scientific information concerning values and preventive medical benefits of exercise; (2) individual (personal) evaluations and experiments to determine present health fitness status; (3) development of a personal exercise program based on a student's needs. One semester hour.

HPR 2231 – Water Safety Instructor. Emphasis on knowledge and skills beyond the scope of Senior Life Saving, certifying personnel to conduct water safety courses in schools and communities. One semester hour.

HPR 2221 – Water Safety and Life Saving. This is the American Red Cross Senior Life Saving Course with emphasis toward certifying life guards for swimming areas. One semester hour.

HPR 2211 – First Aid. This course is the standard first aid course of the American Red Cross. Emphasis is placed on preparing students in the knowledge and skills needed in preventing accidents as well as rendering aid to the sick and injured. One semester hour.

HPR 1410 – Defensive Driving. This course offers an opportunity to learn what is involved in driving defensively, why and how various types of motor vehicle accidents occur, and what it takes to prevent them. It will provide a standard of driving excellence that can be used to evaluate and improve driving. No credit.

HPR 1411 – Driver Training. This course will be taught in accordance with the regulations set forth by the Driver Education Division of the Mississippi State Department of Education. A student must spend a minimum of thirty hours in the classroom and six hours of actual behind-the-wheel driving. The non-driver and the driver who have not previously taken a driver education course are eligible for this course. One semester hour.

HPR 1213 – Personal Hygiene. The function of the human body as related to problems of health and disease. Three semester hours.

HPR 1313 – Introduction to Physical Education. A complete survey is made of the history, objectives, methods, psychology and philosophy of physical education. Three semester hours.

HPR 2323 – Recreation Leadership. This course is an introduction to the history, principles, programs, opportunities and values of recreation. The contributions and responsibilities of community recreation departments and programs are described. Field work with local area recreation programs is an essential part of this course. Three semester hours.

Courses will be specified on the semester schedule and on the student's transcript.

HPR 1111, 1121, 2111, 2121 – General Activity Courses. These courses include varied exercises and activities such as volleyball, etc. No lecture is involved. Not designed for physical education majors. Meets two hours per week. One semester hour.

HPR 1131, 1141, 2131, 2141 – Varsity Sports. Participation in varsity sports. One semester hour.

HPR 1511, 1521, 2511, 2521 – Team Sports. Lectures on rules and techniques. Participation in activities. Meets two hours per week. One semester hour.

HPR 1531, 1541, 2531, 2541 – Individual and Dual Sports. Lecture and participation in activities. Meets two hours per week. One semester hour.

HPR 1551, 1561, 2551, 2561 – Fitness and Conditioning Training. Lecture and practice in body mechanics, weight training, or gymnastics. Meets a minimum of two hours per week. One semester hour.

HPR 1571, 1581, 2571, 2581 – Dance. Lecture and participation in folk, square, modern and creative dancing. Meets two hours per week. One semester hour.

HPR 1251 – Mini-Health. A lecture course designed to cover the major functions of the human body, with emphasis on the physiological effects of physical activity. Co-educational. One semester hour.

HPR 1531 – Recreational Sports. A course designed to acquaint the student with the less vigorous individual and dual type recreational activities. Included will be a brief history, rules, etiquette of the activity, along with participation in the various activities, including ping-pong, horseshoes, deck tennis, darts, shuffleboard, etc. Co-educational. One semester hour.

HPR 1751 – Nutritional Therapy and Weight Control. A survey course designed to expose the student to the importance and significance of nutrition in health and physical education, with emphasis on weight control through diet and theraputic exercise. Co-educational. One semester hour.

HPR 1711 – Sports Appreciation. A survey course designed to develop spectator awareness and appreciation of the major spectator sports in our society today. Covering a brief history of the sport, rules, equipment and etiquette associated with the sport. Lecture and activity. Co-educational. One semester hour.

HISTORY

HIS 1113 – Survey of World History to 1648. A general study course in the development of western civilization. The course begins with the dawn of history and extends into the seventeenth century with emphasis placed on European development. Three semester hours.

HIS 1123 – Survey of World History Since 1648. A general survey course in the development of western civilization from the seventeenth century to the present with emphasis placed on European development. Three semester hours.

HIS 2213 – American History to 1865. A study of the political and social growth of the United States from 1492 to 1865. Particular emphasis is placed on the development of the Constitution with the Hamiltonian, Jeffersonian, and Jacksonian interpretations. Three semester hours.

HIS 2223 – American History Since 1865. A continuation of American history beginning with the Reconstruction Era and tracing the nation's development to the present. Three semester hours.

HOME ECONOMICS

HEC 1213 – Food Selection and Preparation. This course involves the study of nutrition as related to the body; the appreciation of principles in planning preparing and serving meals suitable for family needs. One lecture and four laboratory periods per week. Three semester hours.

HEC 1313 – Elementary Clothing. This course offers opportunities for clothing construction based on individual needs and experience. One lecture period and four hours laboratory per week. Three semester hours.

HEC 2213 – Meal Management. This is a continuation of food selection and preparation 1213 with emphasis on more advanced planning, preparation, and services. Planned occasions for serving food. One lecture and four laboratory periods per week. Three semester hours.

HEC 2613 – Home Economics for Moderns. The content of this course deals with all areas of home life essential to successful living. This course is designed to meet the needs of girls in terminal programs and non-homemaking majors as well as homemaking majors. Three lecture periods per week with special projects in successful home management. Three semester hours.

SOC 2133 – Marriage and Family. A course designed to analyze current problems in courtship, engagement, and early years of marriage. Identifies the factors that contribute to success and happiness in marriage. Three semester hours.

HEC 1121 – Introduction to Home Economics. A survey of home economics designed to show the value of home economics in personal and family living as well as in professional opportunities. One lecture period per week. One semester hour. Open to all students. Suggested for home economics majors.

HEC 1112 – Social Usage. A course designed to show students the essentials of good manners and accepted standards of social interaction. Two lecture periods per week. Two semester hours. Open to all students.

HEC 1131 – Introduction to Modeling. One hour per week, first semester. A course designed to teach students, who are members of the Gulf Coast Models, all the fundamentals of visual poise together with modeling techniques. Through this course, a student will not only learn basic rules for a model, but will also study the various fields of modeling and gain experience modeling and writing commentaries. One semester hour.

HEC 1141 – Modeling. One hour per week, either semester, plus fashion shows and rehearsals. A course designed to practice modeling and to learn to be professional models. The students will perform in style shows and for various other audiences. Prerequisite: Introduction to Modeling. One semester hour.

HEC 2833 – Prenatal and Infant Care. The study of prenatal and maternal hygiene; care of infants from birth through the first year of life. Three lecture periods per week. Three semester hours. Open to all students.

HEC 1353 – Art of Dress and Personal Grooming. Application of design principles to selection and coordination of clothing accessories. Emphasis placed on individual care and grooming, figure problems, make-up techniques, and personal appearance for occupations and careers. Three lecture periods per week. Three semester hours. Open to all students. Required of home economics majors.

A music instructor teaches a voice lesson.

INDUSTRIAL EDUCATION AND INDUSTRIAL ARTS

IED 1213 – Woodwork I. This course is designed to develop basic skills, knowledge and an appreciation in the use and care of hand tools, using materials and products of wood construction. The student is required to make job plans and to construct useful articles of different materials that will develop skills in the use of hand tools and job analysis. One lecture and four laboratory periods per week. Three semester hours.

IED 1223 – Woodwork II. This is a continuation of IED 1213 with an emphasis on the use of various power tools and the development of skill in planning, designing and finishing materials of wood. One lecture and four laboratory periods per week. Three semester hours.

IED 2313 – General Metal Work. The purpose of this course is to acquaint the student with processes in different types of metal work and includes such items as: welding and burning with acetylene, art welding, drilling and tapping metals, work on metal lathes, and forging and tempering of metals. Designed especially for industrial education majors, this course can be taken as an elective by anyone desiring knowledge in this area. Three semester hours.

JOURNALISM

JOU 1113 – Introduction to Journalism. A course designed to introduce basic principles and careers in mass communications with emphasis on the newspaper. Three semester hours.

JOU 1123 – Basic News Reporting. A course designed to teach news writing and editing with emphasis on news, features, sports, and interview stories and editorials. Three semester hours.

JOU 2313 – Beginning Photography. An introduction to basic photography. Students learn to take pictures, process film and print pictures. No previous experience is required. Three semester hours.

JOU 3313 – Advanced Photography. Advanced camera and darkroom techniques. Emphasis is placed on the composition and use of photographs. Color film processing. Prerequisite: Beginning Photography or permission of the instructor. Three semester hours.

MATHEMATICS

MAT 1111 – Slide Rule. The traditional course in the operation and use of the slide rule, stressing accuracy and speed in the use of the fundamental scales. One semester hour.

MAT 1213 – College Mathematics I. This course is designed to develop for the student the mathematical concepts, foundations and techniques for a program in general education. The structure of the real number system and its major subsystems: The natural numbers, the integers and the rational numbers are presented along with the concepts of sets, logic and other numeration systems. Three semester hours.

MAT 1223 – College Mathematics II. A continuation of MAT 1213. The basic concepts of elementary algebra, informal geometry, probability and statistics are presented. Three semester hours.

MAT 1233 – Intermediate Algebra. This first course in basic college algebra begins with the fundamental notions of mathematics, progresses through solutions of linear equations and introduces quadratic equations. Three semester hours.

MAT 1313 – College Algebra. A continuation of MAT 1233, it reviews quadratic equations and advances through more complex algebraic topics. Prerequisite: MAT 1233 or two years of high school algebra. Three semester hours.

MAT 1323 – Trigonometry. A course in college plane trigonometry with a brief introduction to some topics in analytic geometry. Prerequisite: Two years of high school algebra and one year of geometry or MAT 1313. Three semester hours.

MAT 1423 – Mathematics for Business and Social Sciences. This course consists of a review of algebra, percentages and simple interest, compound interest and annuities, permutations and combinations, systems of linear algebraic equations, matrices and solution of linear systems, logarithms, inequalities, and linear programming. Prerequisite: MAT 1233 or two years of high school algebra. Three semester hours.

MAT 1513 – Analytic Geometry. This course consists of the equations, properties, and relations of lines, conic sections and solids. Three semester hours.

MAT 1613 – Differential Calculus. This is a study of the theory of derivatives of functions, the rules of integrating algebraic functions, trigonometric functions, inverse trigonometric functions, exponential functions, and practical applications of integration. Three semester hours.

MAT 1815 – Calculus I. This course emphasizes some of the basic concepts in analytic geometry, differentation of algebraic and trigonometric functions, and the properties of antiderivatives. Prerequisite: Two units of algebra, one unit of trigonometry, or MAT 1313. Five semester hours.

MAT 2233 – Integral Calculus I. The definite intergral, formal integration, application to area, volumes, and moments. Three semester hours.

MAT 2243 – Integral Calculus II. Multiple integrals, approximation of integrals, series, Taylor's Theorem, and application of practical problems. Three semester hours.

MAT 2425 – Calculus II. A continuation of MAT 1815 with emphasis on the techniques of integration, partial differentiation. Five semester hours.

MAT 2433 – Calculus III. This course is a continuation of MAT 2425 covering applications of integration and infinite series. Three semester hours.

MAT 2253 – Differential Equations. This course consists of the development and solutions of differential equations, some partial differential equations and solutions in series. Three semester hours.

MILITARY SCIENCE

MSC 1112 – Military Science. A basic course in Military Science designed to: provide the student with a knowledge of the fundamentals and techniques of leadership and small unit tactics; develop proficiency in land navigation through the use of military maps; familiarize the student with the weapons found in the infantry squad and provide him skills in firing the .22 caliber rifle with attendant safety procedures. Two hours of lecture. Two semester hours.

MSC 1122 – Military Science. A course designed to provide the student with an understanding of the interrelationship between the American Military. Establishment and American society and how this interrelationship has influenced the growth of the American military system and the conduct of American wars. The course is divided into two subcourses. Subcourses are American Military History and United States Defense Establishment. Leadership is taught concurrently with the other subcourses. Two hours lecture. Two semester hours.

MSC 2111 – Military Science. This course is designed to provide for continued development of proficiency in skills acquired during MS I Fundamentals of Leadership and Management. Advanced leadership training is provided by student participation in at least one of the following activities: Pershing rifles drill team and color guard, rifle team, ranger unit training, or independent study program. One lecture, one hour laboratory. One semester hour.

MSC 2121 – Military Science. This course is a continuation of Military Science Leadership Laboratory I with the same course description. One lecture, one hour laboratory. One semester hour.

MODERN FOREIGN LANGUAGES

MFL 1113 – Elementary French. An oral-aural approach stressing conversation, pronunciation, comprehension, reading, writing and functional grammar, with emphasis on the practical aspects of the language. A modern language laboratory is used extensively. Three semester hours.

MFL 1123 – Elementary French II. Continuation of MFL 1113. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 1113. Three semester hours.

MFL 1213 – Elementary Spanish I. An oral-aural approach stressing conversation, pronunciation, comprehension, reading and functional grammar with emphasis on the practical aspect of the language. A modern language laboratory is used extensively. Three semester hours.

MFL 1223 – Elementary Spanish II. Continuation of MFL 1214. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 1213. Three semester hours.

MFL 2113 – Intermediate French I. Continuation of MFL 1123. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 1113 and 1123 or two years high school French. Three semester hours.

MFL 2123 – Intermediate French II. Continuation of MFL 2113 with additional literary and cultural readings and compositions. Review of essential elements of grammar. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 2113. Three semester hours.

MFL 2213 – Intermediate Spanish I. Continuation of MFL 1223. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 1213 and 1223 or two years high school Spanish. Three semester hours.

MFL 2223 – Intermediate Spanish II. Continuation of 2213 with additional literary and cultural readings and compositions. Review of essential elements of grammar. Three lecture and one laboratory hour (optional) per week. Prerequisite: MFL 2213. Three semester hours.

MUSIC

MUS 1133 – Fundamentals of Music. This course is designed for the non-music major. It provides the student with a basic knowledge of notation, scales and keys, rhythm, intervals, triads and their inversions, and a familiarity with the keyboard. Three semester hours.

MUS 1112 – Class Voice I. This course open to all students is designed for the beginning student of voice and will give a general knowledge of the principles of good singing. Two semester hours.

MUS 1113 – Music Appreciation. This one-semester course meets the fine arts requirement of all education majors. It is primarily a music listening course designed to illustrate the functional aspects of music in education and everyday living. Three semester hours.

MUS 1214-1224 – Music Theory I, II. A study of elementary materials of music through part writings, aural dictation, sight-singing and keyboard work. Three lecture and two laboratory periods per week. Four semester hours.

MUS 1351-1361 or 1352-1362 – Piano I, II. Private lessons include the fundamentals of technique, reading and interpretation. Compositions are selected to suit the individual's background and ability.

MUS 1311-1321 – Class Piano I, II. Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamentals are taught through class participation and discussion, including the study of choral accompaniments, the art of accompanying, transposition, and training in ensemble. This plan may, upon arrangement with the instructor, be combined with one private lesson per week.

MUS 1451-1461 or 1452-1462 – Voice I, II. Private lessons include fundamentals of breath control, tone placement, voice building, flexibility and enunciation. Song literature of the classic and modern schools is given to build musicianship and a sense of style.

MUS 1531-1541 or 1532-1542 – Band Instruments I, II. Private lessons in the fundamentals of techniques, reading and interpretation. Materials from standard repertoire are selected to suit individual needs.

MUS 1711-1721 – Band I, II. The college band is open to any student displaying adequate technique. Its purpose is to provide color and atmosphere to athletic and community events as well as to develop skills and an understanding of music literature. One semester hour each.

MUS 1811-1821 – Choir I, II. Mixed choir is open to audition to all students. It develops an understanding and appreciation of music through active participation, as well as enhancing the cultural environment of the college community through concerts and special performances. One semester hour each.

MUS 2113-2123 – Music History I, II. The development of music is traced, beginning with primitive nations, early Christian liturgy; the development of polyphony; the rise of opera, oratorio and cantata, the Baroque, Classical, Romantic eras as well as trends in modern musical composition. Three semester hours each.

MUS 2133-2143 – Music Literature I, II. A cultural course in the appreciation and understanding of music, including the study of compositional styles, the sociological influences upon composers and their works, and an understanding of a composer's musical message. Three semester hours each.

MUS 2214-2224 – Theory III, IV. A continuation of MUS 1224 with emphasis on chromatic harmony and the analysis of standard works in varied styles. Three lecture and two laboratory periods per week. Four semester hours.

MUS 2351-2361 or 2352-2362 – Piano III, IV. A continuation of MUS 1352-1362 with selections from the masterpieces of classical, romantic and modern composers as well as continued work on technical and interpretative skills.

MUS 2451-2461 or 2452-2462 – Voice III, IV. A continuation of MUS 1452-1462 with materials including arias from standard operas and oratorios.

MUS 2531-2541 or 2532-2542 – Band Instruments III, IV. A continuation of MUS 1532-1542 using materials of a more advanced nature.

MUS 2711-2721 – Band III, IV. A continuation of MUS 1711-1721. One semester hour each.

MUS 2811-2821 – Choir III, IV. A continuation of MUS 1811-1821. One semester hour each.

MUS 2913-2923 – Music for Children I, II. A study of the basic fundamentals of music is made, including sight reading and terminology. The second semester is devoted to a study of methods, principles, and materials for the teaching of music in the elementary school. Three semester hours each.

PHILOSOPHY AND BIBLE*

PHI 1113 – Old Testament Survey. This course is designed to give the student a basic foundation in the study of the Old Testament. Attention is given to the historical setting of each book with emphasis on Hebrew custom and ritual. Some time is spent teaching the importance of the Old Testament in an understanding of the New Testament and fundamental principles of interpretation. Three semester hours.

PHI 1133 – New Testament Survey. This study is for the purpose of giving the student a working knowledge and appreciation of the New Testament. It is basically a lecture course using the Bible as the text. Some attention is given to the writing, preservation, and translation of the Scripture; the historical and geographical setting of each book; and the development of the Christian movement in the First Century. Three semester hours.

PHI 1153 – The Life of Christ. This course is a complete study of the life of Christ as recorded in the Four Gospels (Matthew, Mark, Luke, and John) including a background study of the geographical, political, and social conditions of the world in Christ's day, His birth, His ministry, His teachings, His disciples, His death and resurrection, and influence upon the world. Three semester hours.

PHI 1163 – Acts and Epistles. This course deals in detail with the life of the Apostle Paul as recorded in the book of Acts and with each of the Epistles which he wrote. Major attention is given to Paul's three missionary journeys. Three semester hours.

PHI 2113 – Introduction to Philosophy. This course is designed to expose the student to the fundamental questions, ideas, and methods of thought of great thinkers and to aid the student in building a constructive personal philosophy of life. Three semester hours.

***Offered when staff is available.**

PHYSICS

PHY 2213-2223 – Physical Science Survey I, II. Courses in basic principles, methods, and theory of the physical sciences which include a general survey of chemistry, physics and earth sciences. These courses are designed to meet general education requirements of certain non-science majors and will not give credit toward a major or minor in physical science. Three lecture periods per week. Three semester hours each.

PHY 2414 – General Physics. This course presents the fundamental principles, definitions and terms of mechanics, heat and sound. Prerequisite: college algebra and trigonometry or special consent of instructor. Three lecture and two laboratory periods per week. Four semester hours.

PHY 2424 – General Physics II. A continuation of PHY 2414, dealing with the fundamental principles of light, electricity and magnetism. Three lecture and two laboratory periods per week. Four semester hours.

POLITICAL SCIENCE

PSC 1113 – American Government. This course is designed to familiarize the student with the development, organization, principles, and operation of the Federal Government. The course of study includes familiarizing the student with political parties and their roles in government, election machinery, civil rights and how they are protected, and the ways in which the votes influence the direction of our American Government. Three semester hours.

SECRETARIAL SCIENCE

SEC 1103 – Elementary Typewriting. A course designed for beginners in typewriting. Credit will not be given a student whose high school transcript shows one unit in business typewriting except through permission from the instructor. Three semester hours.

SEC 1113 – Intermediate Typewriting. This course includes a review of basic technique and continues with such elements as business letters with special parts, tabulation problems, manuscripts, and interoffice correspondence. Prerequisite: elementary typewriting or equivalent competency. Three semester hours.

SEC 1203-1213 – Elementary and Intermediate Shorthand I, II. These courses include a study of Gregg Shorthand, Diamond Jubilee Series, including theory, phrasing brief forms, transcripts, letter placement, and dictation of articles and letters. Elementary and intermediate shorthand are divided into groups: (A) for those students having shorthand in high school for one year or more, and (B) for those students having no previous shorthand, or less than one year of shorthand in high school. Three semester hours.

SEC 1312 – Principles of Filing. This course is designed to provide the students with basic filing procedures including alphabetic indexing, coding, card filing, and alphabetic, subject, numeric, and geographic correspondence filing. Prerequisite: Typewriting. Two semester hours.

SEC 2113 – Advanced Typewriting. Special communication forms, all letter styles, statistical reports, business forms, and legal reports are included in this course. Speed, control, and production are re-emphasized. Prerequisite: Intermediate typewriting. Three semester hours.

SEC 2123 – Production Typewriting. This course includes a review of techniques in skill building with development of speed and accuracy in typewriting a variety of office forms, and emphasis on shortcuts in production typewriting. Prerequisite: Advanced typewriting. Three semester hours.

SEC 2213-2223 – Advanced Shorthand III, IV. These courses offer training in the theory of advanced shorthand. Dictation is given from new material at varying rates of speed with emphasis placed upon phrasing, accurate and attractive transcripts, and punctuation of business letters. Three semester hours each.

SEC 2263 – Medical Shorthand and Terminology. This course offers specialized training in medical shorthand theory, dictation, and transcription. It also includes medical terms, their pronunciation, spelling, and definitions. Three semester hours.

SEC 2413 – Secretarial Procedures. The purpose of this course is to give the student training in the minor skills such as telephone technique or handling the mail and in general office practice and procedure. Prerequisite: Typewriting. Three semester hours.

SEC 2523 – Office Machines. This course is designed to give a reasonable proficiency in the use of such machines as full- and ten-key adding machines; key-driven, rotary, printing, and electronic calculators; duplicating machines; a posting machine; and other types of office equipment. Prerequisite: Typewriting. Three semester hours.

SEC 2613 – Business Communications. This course emphasizes the principles of effective report and letter writing with practice in the preparation of business letters such as sales, credit, collection and application. Prerequisite: Typewriting. Three semester hours.

SEC 2512 – Office Appliances. This course provides instruction and practice in the operation of office appliances, including spirit, stencil, and offset duplicators, transcribing machines, proportional-spacing typewriters, mimeoscope, composing machines, office machines and copying machines. Prerequisite: Office Machines and Typewriting. Two semester hours.

SOCIOLOGY

SOC 2113 – Introduction to Sociology. This course is designed to give the student an introduction to sociology and its development. Emphasis is placed on how man builds his culture and how customs and behavior patterns are developed and the functions and importance of social institutions. Three semester hours.

SOC 2133 – Marriage and Family. A course designed to analyze current problems in courtship, engagement, and early years of marriage and identifies the factors that contribute to success and happiness in marriage. Three semester hours.

SOC 2913 – Honors Colloquium. Students select from a list of fifty interdisciplinary topics compiled by the faculty, eight topics to be researched and discussed during the semester. A short paper is required on each topic. Admission is by invitation only. Three semester hours.

SPEECH AND THEATRE

SPT 1113 – Oral Communication. The basic principles of effective speech preparation and delivery are emphasized, and the student applies these techniques in practical speaking experiences. Speeches to inform and instruct, to convince and persuade, to stimulate and entertain, and speeches for social occasions are a part of the course. Parliamentary law is also included. Three semester hours.

SPT 1123 – Debate. This course offers the basic principles in debate and argumentative speaking with practical application of these principles in both areas. Actual tournament experience is required. Three semester hours.

SPT 1153 – Voice and Diction. Extensive study in improving voice, pronunciation, and vocabulary in order to communicate more effectively in everyday situations. This course is designed to benefit any student and specifically those students majoring in education, law, religion and related areas. Three semester hours.

SPT 1213 – Theatre Appreciation. This course is a general study of theatre. It covers theatre history, theories and forms, and dramatic criticism. Participation in a production is a requirement. This course will meet a fine arts requirement in a senior college. Three semester hours.

SPT 1413 – Television Communication. The purpose of this course is two-fold; first, to give the student an understanding of the media so that he will become more appreciative and critical of television in the communication process; second, to give the student practical applications in commercial and educational television techniques. This course will be particularly valuable to education, language arts, speech and drama, art, social science, pre-law, philosophy, and radio/television students. Two lecture and two laboratory hours per week. Three semester hours.

SPT 1611 – Parliamentary Procedure. The purpose of this course is to study parliamentary law, and to apply its principles. One semester hour.

SPT 1241 – Speech. First one-hour course in the sequence of possible four, which requires participation in the college production for that semester. One semester hour.

SPT 1251 – Speech. Second one-hour course, in the sequence of possible four, which requires participation in the college production for that semester. One semester hour.

SPT 1261 – Speech. Third one-hour course, in the sequence of possible four, which requires participation in the college production for that semester. One semester hour.

SPT 1271 – Speech. Fourth one-hour course, in the sequence of possible four, which requires participation in the college production for that semester. One semester hour.

SPT 2143 – Oral Interpretation. The mechanics of the interpretation of prose and poetry selections are applied in the presentation of selections for criticism given by the students. Sometimes called oral reading, this knowledge of interpretation will increase the reader's appreciation of all types of literature. This course is recommended for English majors, education majors, ministerial students and pre-law students. Prerequisite: SPT 1113. Three semester hours.

Industrial education prepares you for job entry.

COURSES OFFERED BY MISSISSIPPI GULF COAST JUNIOR COLLEGE IN COOPERATION WITH CONSORTIUM FOR INTERNATIONAL EDUCATION

EUROPEAN TRAVEL

HIS 2913 – Survey of World History to 1648. This is a general survey course in the development of western civilization. The course begins with the dawn of history and extends into the 17th century with emphasis placed on European development. Three semester hours.

SPT 2313 – History of Theater. The study of drama from the beginning of the 19th century through the words of the modernists of the mid-twentieth century. No prerequisite. Three semester hours.

HEC 2913 – Foods. This course is designed to enrich a student's knowledge and appreciation of foods not only in America, but in European countries as well. There are visits to many famous restaurants; such as "Plien Ceil" atop the Eiffel Tower, "Casina" in Rome, and "Cafe Royal" in London. Students have the opportunity to view many bakeries, food factories, famous chefs, wineries, and many more exciting places and people. Three semester hours.

HEC 2923 – Clothing. This course is designed to enrich a student's appreciation of clothing and textiles. The student discovers treasurers that tumble out of Europe's market places, antique staffs, and boutiques in a fascinating way from British "gear" on Carnaby Street to Parisian chic boutiques on Faubourg-St. Honore. They view flea markets, Venetian necklaces, and famed fashion houses throughout the countries visited. Three semester hours.

ART 1113 – Art Appreciation. An introduction providing a background for the study and appreciation of art. An approach to the understanding and enjoyment of plastic arts. Three semester hours.

NOTE: Students may elect to take a maximum of six semester hours on a tour.

GROUP VII TECHNICAL

ASSOCIATE DEGREE NURSING PROGRAM

(Jefferson Davis and Jackson County Campus)

The Associate Degree Nursing program is designed to fulfill the educational needs of qualified men and women, (1) who want to become registered nurses, and (2) who wish to study in a college setting where they can share the same responsibilities and privileges as other college students.

Students of nursing meet the requirements of the college and the nursing program for admission, promotion, and graduation. College credit is given for all courses.

Hospitals used for nursing practice and clinical experience are the Memorial Hospital at Gulfport, Howard Memorial at Biloxi by students attending Jefferson Davis Campus, and the Singing River Hospital at Pascagoula by students attending Jackson County Campus. The Veterans Administration Hospital, Gulfport, and Keesler Medical Center are used by both campuses.

Clinical experiences in the hospitals are planned as part of the college courses in nursing. These experiences are under the direction of the college instructors of nursing and are selected to correlate nursing practice with current lectures in nursing. Graduates of the program are eligible to write the National Board Examinations to become registered nurses.

Admission Policies:

Students are admitted on a selective basis by the admission committee which is appointed by the executive dean.

Applicants will be notified to meet with the admission committee upon completion of the following:

1. A composite score of at least 15 on the A.C.T. or 24 hours of specified academic subjects with no less than 2.0 in each course.
2. A percentile score of at least 35 on the nursing aptitude test.
3. Application form for the nursing program.
4. Medical and dental exams.
5. Application to the respective campus and the necessary fee paid.
6. High school transcripts or acceptable G.E.D. scores on file and any transcripts from any college or nursing program attended on file.
7. Interview with the chairman of the nursing department, *members of the* nursing faculty and college counselors.

Pre-registration is required. The above requirements must be completed by July 1 for the class beginning in August.

PROMOTION POLICIES – All students enrolled in the Associate Degree Nursing program must earn at least sixty-seven (67) academic semester hours with a quality point average of 2.0 on all academic hours attempted. A 2.0 quality point average is required in the major area-nursing. A quality point

average below 2.0 (grade of D or less) in one course of nursing science places the student on nursing probation. A second D in a nursing science course requires the student to successfully repeat that course in order to continue in the nursing program.

In addition, when a student's performance in the laboratory area is not consistant with safe nursing practice, as delineated in criteria for clinical evaluation, the student may be placed on nursing probation or asked to withdraw. These standards do not in any way substitute for the college policy on probation and suspension listed in the catalog.

The curriculum as given below is the present method of organization.

			SEMESTER HOURS	
FRESHMAN YEAR			**1 Sem.**	**2 Sem.**
ENG	1113	English	3	
BIO	1513, 1523	Biology	3	3
EPY	1513	Psychology	3	
NR	120, 121, 220	Nursing Science	6	9
HPR		Physical Education	1	1
SUMMER				
ENG	1123	English		3
BIO	2924	Microbiology	4	
SOPHOMORE YEAR				
NR	221, 222, 223	Nursing	10	12
SPT	1113	Speech	3	
EPY	2513	Psychology	3	
SOC	2113	Sociology		3

NR 120 – Nursing Science. A study of and practice in the basic nursing skills. Nursing is approached through the study of the basic needs of man. The nursing skills emphasized are those which assist man to meet his needs for safety, comfort, rest, nutrition and mobility. Rehabilitation, community resources, mental health concepts and drug therapy are introduced and correlated throughout the program. Four hours lecture per week. Six hours laboratory per week. Prerequisites: BIO 1513 must be taken prior to, or concurrently with NR 120. Six semester hours.

NR 121 – Nursing Science. This course is designed to correlate a study of and care for the medical and surgical needs of patients. Emphasis is placed on the development of skills in planning, administering and evaluating the nursing care of selected patients. Systems studied include: cardiovascular, respiratory, gastrointestinal and urological. Four hours lecture per week. Six laboratory periods per week. Prerequisites: NR 120, BIO 1513, 1523, and 2924 to be taken concurrently with or prior to NR 121. Six semester hours.

NR 220 – Nursing Science. Nursing is approached through the study of man unable to deal with his emotional needs. Emphasis is placed on understanding patterns of behavior in psychobiological and psychosocial disorders which deviate from the accepted pattern and on various methods of psychiatric treatment and nursing care. Learning experiences provide opportunities for the study of patients through individual and group relationships. The Veterans Administration Hospital, Gulfport Division, is the hospital used. Six hours lecture per week. Twenty hours laboratory per week. Prerequisites: NR 121, EPY 1513 and BIO 2924. Three semester hours.

NR 221 – Nursing Science. A continuation of the study of medical and surgical needs of patients. Emphasis is on the adult patient and upon development of skills in the identification of the physiological response of the body to disease conditions of the musculo-skeletal, nervous and special senses, reproductive and endocrine systems. Continued supervised practice in intensive care unit, team nursing and disaster nursing are included. Twelve hours laboratory per week. Prerequisites: NR 121. Ten semester hours.

NR 222 – Nursing Science. Nursing is approached through the study of meeting individual needs during normal and abnormal phases of pregnancy, labor, delivery and puerperium. Study and care of the normal and abnormal child from the new-born period through fourteen years. Visits to pre-natal and post-natal clinics, well-baby immunization clinics and nursery schools are made. Six hours lecture per week. Twelve hours laboratory per week. Prerequisites: NR 221, BIO 1523 and 2924. Ten semester hours.

NR 223 – Nursing Science. This is a study of the history and trends in nursing from the static period to the dynamic present. Emphasis is placed on the nurses' relationship to the nursing profession. Two hours lecture per week.

DATA PROCESSING TECHNOLOGY

(Jefferson Davis Campus - Two-Year)

The data processing curriculum provides an excellent opportunity for the student to enjoy a well rounded educational experience. The curriculum is largely composed of courses which will enable the student to acquire a knowledge of the computer and its languages in order that he may develop the skills which are needed for the work in a computer center.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
ACC	1213, 1223	Accounting	3	3
MAT	1233	Algebra (or Algebra 1313, or Trigonometry 1323 or Math for Business & Social Sciences 1423	3	
EDP	1314	Basic Data Processing	4	
EDP	1324	RPG Programming		4
PSC	1113	American Government (or SOC 2113 Sociology, or EPY 1513 Psychology)		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ECO	2113, 2123	Economics	3	3
ACC	2313	Cost Accounting	3	
SEC	2613	Business Writing		3
EDP	1214	Fortran Programming	4	
EDP	2114	Cobol Programming		4
SPT	1113	Speech		3
EDP	2123	Systems Design and Development		3
BAD	2323	Statistics	3	
HPR		Physical Education	1	1
		Elective	3	

EDP 1111 – Key Punch. This course is designed to acquaint the student with the various processes of punching cards in typical office functions that involve key punching. The course is also planned to properly train the student to possess the degree of punching skill and speed necessary for employment. One semester hour.

EDP 1223 – Introduction to Data Processing. This course is designed for a one-semester introductory course to the concepts and basic features of computers. It can be taken by any student for transfer credit. The aim of the course will be centered on the ability to communicate and understand the language of communication to the computer.

EDP 1314 – Basic Data Processing. Designed to acquaint the student with operating the keypunch, sorter, verifer, accounting machine, collator, reproducer, and interpreter. Introduces functional wiring principles, job design, basic unit record machine operations, and basic forms design. This course also introduces the student to a general introduction to the concepts and basic features of electronic computers. Three lecture and two labs per week. Four semester hours.

EDP 1323 – RPG Programming. The first phase of the course teaches the student computer concepts, terminology, and theory of modern computers. The second phase teaches RPG (report program generator) programming language and the 1130 computing system. Prerequisite: basic data processing 1314. Four semester hours.

EDP 1214 – Fortran Programming. Gives the student a basic understanding of the numerical solution of problems using the FORTRAN language. The emphasis is on carefully selected and highly practical methods for handling a variety of mathematical, statistical and accounting problems. Prerequisite: RPG programming 1323. Three lecture and two labs per week. Four semester hours.

EDP 2123 – Systems Design and Development. This course is designed to cover the application of systems techniques to the solution of business-data-processing problems. The techniques include documentation, written procedure, system flowcharts, coding, forms design, record design, data controls, and file organization. Prerequisite: fortran programming 1214. Three semester hours.

EDP 2114 – Cobol Programming. An industry language known for commercial or business data processing applications and has become an essential part of the training of any graduate in computer science, accounting, business administration, etc. Emphasis will be stressed on how to write efficient programs, how COBOL is used effectively in commercial applications and the logical approach necessary to write sophisticated programs. Prerequisite: fortran programming 1214. Three lecture and two labs per week. Four semester hours.

DISTRIBUTION AND MARKETING TECHNOLOGY

(Jefferson Davis Campus - Two-Year)

Distribution and marketing technology at the junior college level is primarily designed to develop the occupational competencies required for the advancement to junior executive positions in the field of distribution and marketing. This program is often referred to as mid-management training.

Distribution and marketing technology is concerned with the development of occupational competencies required for employment in semi-professional positions in marketing. This level of competency lies between the semi-skilled and entry jobs, for which a high school diploma would primarily be required, and the professional and top management positions which usually, but not always, require a four-year college degree.

There are two basic parts of the program: classroom instruction and occupational experience. The classroom instruction includes studies in marketing areas, general education, and the technology to be found in the occupational field that is selected by the student for his career objective. Classroom instruction and occupational experiences are carefully coordinated to implement each other.

The curriculum grants an Associate in Science Degree and is not specifically designated for transfer to a senior college. Where a transfer is planned, senior college catalogues should be checked for validation.

			SEMESTER HOURS	
FRESHMAN YEAR			**1 Sem.**	**2 Sem.**
ENG	1113, 1123	English	3	3
BAD	1113	Introduction to Business	3	
BAD	1313	Mathematics	3	
DMT	100	Salesmanship	3	
SEC	1103	Typewriting*	3	
SPT	1113	Speech		3
DMT	101	Retailing		3
BAD	2513	Principles of Management**		3
DMT	103	Occupational Orientation***		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
ECO	2113	Economics	3	
ACC	1213	Accounting	3	
SEC	2613	Business Writing	3	
DMT	204	Marketing	3	
DMT	205, 206	Marketing Research***	3	3
RT	204	Foundations of Business****		3
BAD	2613	Principles of Finance**		3
DMT	207	Advertising		3
BAD	2413	Business Law		3

*Not required if completed one year of high school typewriting. Substitution should be made with executive dean's approval.

**These classes should be taken when offered as they are offered only on alternate years.

***The hour recitation weekly and a minimum of 15-on-the-job lat ory hours per week.

****EPY 1513 may be substituted.

An elective may be taken to complete graduation requirements of 64 hours of instruction.

(Jackson County Campus - Two-Year)

The distribution and marketing programs offered under this heading are: Sales Management and Fashion Merchandising. The programs are designed to meet the needs of the students who plan to enter the marketing field at the mid-management level following two years of college and individuals who are working but wish to enter college to improve their marketing skills. The distribution and marketing programs are especially designed for the students who plan a career in businesses which will offer many decision making opportunities and responsibilities. Job opportunities available to graduates include Sales Representatives, Assistant Manager, Department Head, Fashion Buyers, Supervisors and other decision making jobs.

These programs grant Associate of Applied Science Degrees and are preparatory for employment upon graduation from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communication	3	3
DMT	101, 111	Retailing	3	3
RT	104	Occupational Essentials	3	
DMT	102	Principles of Business Management	3	
DMT	204	Marketing	3	
BAD	204	Business Mathematics		3
SEC	1103	Elementary Typewriting*		3
DMT	207	Advertising		3
DMT	112	Business Seminar I		1
		Electives**		
SOPHOMORE YEAR		**SALES MANAGEMENT**		
RT	202	Technical Communication	3	
DMT	202, 214	Business Seminar II, III	1	1
BAD	2413	Business Law	3	
DMT	203	Merchandising	3	
DMT	100	Salesmanship	3	
ACC	1213	Principles of Accounting	3	
DMT	210	Personnel Management		3
ECO	2113	Principles of Economics		3
DMT	212	Principles of Supervision		3
		Electives**		
		FASHION MERCHANDISING		
RT	202	Technical Communication	3	
DMT	202, 214	Business Seminar II, III	1	1
DMT	203	Merchandising	3	
ACC	1213	Principles of Accounting	3	
DMT	208	Fashion Color and Design	3	
DMT	209	Textiles	3	
ECO	2113	Principles of Economics		3
DMT	211	Fashion Buying		3
DMT	213	Fashion Accessories		3
		Electives**		

*Students who have credit for high school typewriting may schedule an elective in lieu of typewriting.

**Seven semester hours of electives are required for the Associate of Applied Science Degree. Three additional semester hours of electives will be required of those students who do not qualify for enrollment in the Business Seminar Courses.

Suggested Electives: office machines, physical education, literature, shorthand, psychology, history, government, sociology.

DMT 100 – Salesmanship. This course gives the student a survey of the improtance of selling, its nature, its procedures, and an explanation of the salesman's job and the necessary qualifications to sell. The characteristics and nature of buyers, reasons why people buy, facts about the company and their operations and the selling process. Cases and problems in selling are included, together with oral preparation. Three semester hours.

DMT 101 – Retailing. The role of retailing in the economy is emphasized. The development of the present retail structure and the functions of it are included. Managerial problems resulting from current economic and social trends are brought out. Three semester hours.

DMT 102 – Principles of Business Management. This course is designed to give an insight into the modern business. Study will include formation of business organizations, resources of business, managing a business, the role of business in society, small business management, and careers in large corporations and non-business organizations. Three semester hours.

DMT 103 – Occupational Orientation. A control class for on-the-job training in mid-management. This is available for DMT students only. A study of company policies, rules, regulations and procedures are studied, along with business etiquette, job application, business dress and employer-employee relations are included in the class work. One hour recitation a week and a minimum of 15 hours on-the-job laboratory work experience is required. Three semester hours.

DMT 111 – Retailing. This course is designed to give emphasis on financial control, customer operations, sales promotion and store management. Attention is given to systematic problem solving techniques. Three semester hours.

DMT 112, 202, 214 – Business Seminar I, II, III. These are required courses for Distribution and Marketing students, beginning with their second semester, who are placed on acceptable on-the-job training. Students will meet with their instructor one hour per week during which time discussion sessions will be held that pertain to current OJT situations. Business etiquette, business dress, employer-employee relations, selling experiences and management problem solving will be discussion topics. One semester hour each.

DMT 203 – Merchandising. Introduction to the field of merchandising with emphasis on its historical development and trends, career opportunities, marketers and merchandising methods. Three semester hours.

DMT 204 – Marketing. The study of retail, wholesale and service selling, along with recent innovations in the marketing process. A broad knowledge of the field of marketing is emphasized. Three semester hours.

DMT 205 – Marketing Research. A control class of on-the-job training in mid-management. Available to DMT students only. This involves interpretation of statistical charts, graphs and other data. Information will be brought out as to sources of information and data pertaining to business and industry. One hour recitation a week and a minimum of 15 hours of on-the-job laboratory work is required. Three semester hours.

DMT 206 – Marketing Research. A control class of on-the-job training in mid-management. Available to DMT students only. This involves planning, conducting, reporting and interpreting an elementary market research project, which may be individual or group participation. One hour recitation a week and a minimum of 15 hours on-the-job training as a laboratory work experience is required. Three semester hours.

DMT 207 – Advertising. The role of advertising in our economy, advertising media, budgeting, planning, scheduling and evaluating are included. Retail advertising is given emphasis in this course. Three semester hours.

DMT 208 – Fashion Color and Design. The working of the fashion world, including haute couture and mass production designers and how they work, leading markets, social, economic and political forces affecting fashions. Three semester hours.

DMT 209 – Textiles. Study of basic textile terminology and textile fibers. Emphasis on identification, construction, and fabric finishes. Three semester hours.

DMT 210 – Personnel Management. Study of the objectives, functions and organization of personnel programs. Emphasis on: Job evaluation, selection and placement education and training, employee services and relationships, and management labor relations. Three semester hours.

DMT 211 – Fashion Buying. A study of the duties and problems of the fashion buyers, demand forecasting, sources of buying information, buying policies and practices, and budgeting problems. Three semester hours.

DMT 212 – Principles of Supervision. Study of supervisors job, human relations with individual and work groups, fundamental and special techniques of supervising people. Three semester hours.

DMT 213 – Fashion Accessories. Study will include leather, shoes, handbags gloves, belts, umbrellas, hoisery, intimate apparel, millinery, rings, furs, jewelry, cosmetics, and market fashion accessories. Three semester hours.

DRAFTING AND DESIGN TECHNOLOGY

This curriculum imparts skill and knowledge in translating engineering ideas into lines and dimensions on paper for use by the craftsman in making an idea a reality. The drafting and design technology curriculum will develop graduates with the following:

—a well rounded educational experience whereby students may develop their capabilities and interests to a degree of maximum value to themselves and to our society.

—essential knowledge and skills required for efficient and productive performance in the drafting and design phase of the industrial world.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Junior College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

(Jefferson Davis and Perkinston Campuses)

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	204	Foundations of Business		3
DR	110	Fundamentals of Drafting	5	
RT	211*	Metal Processing	3	
RT	113	Descriptive Geometry		3
DR	111	Machine Drafting		5
PSC	1113	Government	3	
HPR		Physical Education	1	1
SOPHOMORE YEAR				
RT	202, 203	Technical Communications	2	1
RT	209, 210	Plane Surveying	3	3
RT	115, 116	Technical Physics	3	3
DR	205	Architectural Drafting and Design	5	
DR	207	Piping, Sheetmetal, Electrical Drafting	3	
DR	212	Structural Design and Strength of Materials		5
DR	206	Map and Topographical Drafting		3
DR	213	Introduction to Steel Shipbuilding and Blueprint Reading		3
HPR		Physical Education	1	1

*IT 125 is taken by the students attending Jefferson Davis Campus instead of RT 211.

(Jackson County Campus)

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
DR	110	Fundamentals of Drafting	5	
MT	126	Manufacturing Processes		4
DR	111	Machine Drafting		5
		*Electives		
SOPHOMORE YEAR				
RT	202	Technical Communications	3	
RT	113	Descriptive Geometry	3	
RT	209, 210	Plane Surveying	3	3
DR	205	Architectural Drafting and Design	5	
DR	212	Structural Design and Strength of Materials		5
DR	206	Map and Topographical Drafting		3
DR	207	Piping, Sheetmetal and Electrical Drafting		3
		*Electives		

**Two semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: introduction to steel shipbuilding and blueprint reading; principles of management; economics; automated drafting; introduction to business; psychology; government; typewriting.

DR 110 – Fundamentals of Drafting. This course is designed to provide fundamental knowledge of the principles of drafting as well as skill in the basic techniques of using drafting room equipment. It covers such topics as lettering, inking, geometric construction, sketching, orthographic projections, pictorial drawing, dimensioning, section and simple scale drawings. Two lecture and six laboratory periods per week. Five semester hours.

DR 111 – Machine Drafting. An introduction is given in various mechanical parts as well as complete assemblies. Working drawings are made of various mechanical parts. Two lecture and six laboratory periods per week. Prerequisite: DR 110. Five semester hours.

DR 205 – Architectural Drafting and Design. Instruction is given in the basic principles of design and planning for residential work. A complete set of plans for a residence or other small building is developed by each student. Building code requirements, utility application, and proper selection of construction materials must be observed in planning. Two lecture and six laboratory periods per week. Prerequisite: DR 111. Five semester hours.

ELECTRONICS TECHNOLOGY
(Jackson County Campus)

This program offers excellent preparation for a variety of jobs in the electronics field at the technician level.

Employment opportunities include: radar technician; sonar technician; communications technician-marine; industrial radio T.V. control room operator; instrumentation technician; electronics computer technician; radio station engineer, assistant radio station engineer (with F.C.C. license); electronics associate engineer; technical sales representative; electronics laboratory technician (proto-type and test analysis); electronics installation supervisor.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Junior College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FRESHMAN YEAR			**1 Sem.**	**2 Sem.**
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essen.	3	
ET	100	Basic Electricity	4	
ET	101	Introduction to Electronics	2	
ET	110	Electron Theory		4
ET	111	Digital Electronics I		2
RT	107	Technical Drawing		3
SOPHOMORE YEAR				
RT	202	Technical Communications	3	
ET	202	Digital Electronics II	4	
ET	200, 210	Semiconductors I, II	4	3
ET	201, 211	Systems I, II	4	4
ET	212	Industrial Instrumentation and Control		3
ET	213	FCC License Preparation		3
		Electives*		

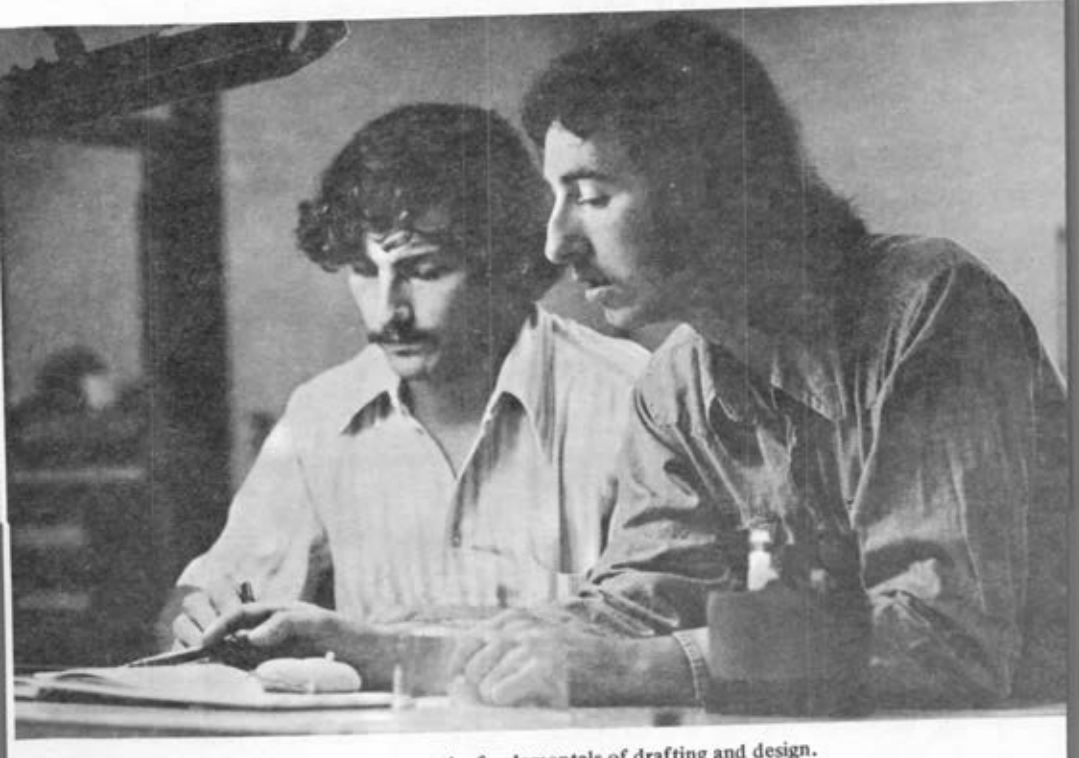
*Suggested electives: typewriting; introduction to business; economics; introduction to steel shipbuilding and blueprint reading; principles of management; government; psychology; physical education, literature; history.

ET 100 – Basic Electricity. An introductory course to the theory and application of electrical/electronic components. Circuit analysis covers simple resistive networks through complex RLC circuits. Three lecture and two laboratory periods per week. Four semester hours.

ET 101 – Introduction to Electronics. An overview of the electronics industry which familiarizes incoming students with the role of the electronics technician. Also introduces testing, system function, safety, and fabrication practices. One lecture and two laboratory periods per week. Two semester hours.

DR 213 – Introduction to Steel Shipbuilding and Blueprint Reading. This course is designed to give the student an understanding of the ship as a whole and acquaintance with actual working drawings of a ship. Class work involves both research and drawing. Two lecture and two laboratory periods per week. Three semester hours.

DR 214 – Electrical/Electronics Drafting. This course provides a working knowledge of electrical/electronics symbols and connectors, circuit schematics, cabling, wire layours and checking, block diagrams and module representation. Four laboratory periods per week. Two semester hours.



Students learn the fundamentals of drafting and design.

ELECTRICAL TECHNOLOGY

(Jackson County Campus)

This program is designed to prepare graduates for employment in the electrical field as proto-typing, testing, instrumentation, installation and maintenance technicians.

This program grants an Associate of Applied Science Degree and is preparatory for employment upon graduation. If a transfer to a senior college or university is desired a conference should be scheduled with a junior college counselor for advisement.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essen.	3	
ET	100	Basic Electricity	4	
ET	101	Introduction to Electronics	2	
ET	110	Electron Theory		4
ET	111	Digital Electronics I		2
RT	107	Technical Drawing		3
SOPHOMORE YEAR				
RT	202	Technical Communications	3	
EE	200	Semiconductors I	4	
MWT	101	Welding Processes	3	
EE	200	Power Generation and Distribution	3	
EE	201	National Electric Code	3	
EE	212	Industrial Instrumentation and Control		3
EE	210	Electrical Machinery		3
EE	211	Electrical Control Circuits		3
EE	212	Electrical Construction		3
		Electives*		

*Suggested electives: typewriting; introduction to business; principles of management; psychology; economics; government; introduction to steel shipbuilding and blueprint reading; physical education; literature; history.

EE 200 – Power Generation and Distribution. A study of AC and DC generators, power plants, electrical power distribution systems, and hardware installation and maintenance. Two lecture and two laboratory periods per week. Prerequisites: ET 100; 110. Three semester hours.

EE 201 – National Electric Code. A detailed coverage of the national electric code governing wiring and installation practices. Three semester hours.

EE 212 – Electrical Construction. A study of installation and maintenance of residential, commercial and marine electrical systems. Single and three phase systems are covered. Prerequisite: EE 200. Three semester hours.

HMR 101 – Quality Foods. Continuation of study in food preparation with emphasis on quantity preparation. Special instruction in the arts of food preparation, ice carving, special sauces, cake decoration, hors d'oeuvres trays, gum paste, display food pieces. Demonstrations by area chefs. Lab fee. Three lectures and one two-hour laboratory each week. Prerequisite: HMR 100. Four semester hours.

HMR 102 – Food Service in Institutions. Meal planning and service planning including serving menus for all phases of food service–snack bar, cafeteria, coffee shop, restaurant and banquet; making production schedule and order list. Attention is given to use of equipment, personnel, operation reports, portion control, care and maintenance of equipment. Three lectures each week. Three semester hours.

HMR 105 – Hotel-Motel Front Office Procedures. A detailed study of the functions pertaining to front office operations, interpretation of internal systems and an understanding of the duties of room clerk, reservation clerk, mail clerk, cashier, night auditor, and service. Student projects and field trips required. Three lectures each week. Three semester hours.

HMR 106 – Hotel-Motel-Restaurant Accounting. A detailed study in accounting and systems as identified with the industry, interpretation and value of cost controls, taxes, licenses and regulations of beverages. Inventory controls. Three lectures each week. Three semester hours.

HMR 107 – Hotel-Motel-Restaurant Safety and Sanitation. Study of the various aspects of accident, causes and prevention of accidents in the hospitality industry and cause and prevention of food borne disease. Effective methods and sanitary controls for operation of food establishments. One two-hour lecture each week. Two semester hours.

HMR 110 – Orientation for the Hospitality Industry. A seminar type course of lectures and discussions on opportunities, trends, problems and organizations in the hospitality field. Guest speakers from the industry address the class on current problems and opportunities. One two-hour lecture each week. Two semester hours.

HMR 200 – Administrative Housekeeping. Familiarization with duties and responsibilities of housekeeping. Organization, comprehension, schedules, pars, laundry operation and maintenance. Student projects. Three lectures each week. Three semester hours.

DR 206 – Map and Topographical Drawing. Selected drafting techniques are applied to problems of making maps, traverses, plot plans, plan and profile drawings using maps and field survey data. Two lecture and two laboratory periods per week. Prerequisite: DR 111. Three semester hours.

DR 207 – Piping, Sheetmetal and Electrical Drafting. An advanced course in drafting techniques and knowledge are employed in the planning of mechanical and electrical objectives. Efficient use of applicable handbooks, and code books is an integral part of this course. Two lecture and two laboratory periods per week. Prerequisite: DR 111. Three semester hours.

DR 208 – Hull Drafting and Design. The body of a ship, including shell plating, framing, decks, and bulkheads will be drawn in detail from an offset book and blueprints. Other component parts such as stringers, beams and pillows will also be detailed. Two lecture and six laboratory periods per week. Prerequisite: DR 111. Five semester hours.

DR 209 – Technical Illustration. This course is designed to translate orthographic blueprints into three dimensional drawings by the following methods: isometric, perspective and oblique. One lecture and four laboratory periods per week. Three semester hours.

DR 210 – Marine Piping and Sheetmetal Drafting. A course designed to acquaint the student with the various fittings used in marine piping and the symbols used in drawing them. Pipe layouts, in both multiview and isometric, are made to bring out the importance of clearance and possible interference in the installation. Sheetmetal drafting gives the student a knowledge of layout and installation procedures for both the duct and plate work required in a ship. Two lecture and two laboratory periods per week. Three semester hours.

DR 211 – Automated Drafting. This course is designed to provide a background in the semi-automatic methods used to develop, validate, and assist in the manufacturing process. A study of numerical controlled machine tools and *their* required application to drafting procedures. Three semester hours.

DR 212 – Structural Design and Strength of Materials. This course is designed to give basic understanding of the strength of materials. It covers the following topics: simple stresses, strains, physical characteristics of materials, reactions, moments of inertia, and deflections, applications to machine parts and structural parts. Problems in structural detailing and design involve the drawing of beams, columns, connections, stresses and braces. Two lecture and six laboratory periods per week. Prerequisite: DR 111. Five semester hours.

ET 1110 – Electron Theory. A detailed coverage of vacuum tube theory and application to power supplies, amplifiers, and oscillators. Includes an introduction to semiconductor devices. Three lecture and two laboratory periods per week. Prerequisite: ET 100. Four semester hours.

ET 111 – Digital Electronics I. An introduction to number systems, codes, boolean algebra, maping and gating circuits. Basic programming and use of programmable calculators is included. Prerequisite: ET 100. Two semester hours.

ET 200 – Semiconductors I. This course covers the theory and application of bipolar transistors, UJT, SCR, JFET, MOSFET, and other semiconductor devices. Three lecture and two laboratory periods per week. Prerequisite ET 110. Four semester hours.

ET 201 – Systems I. An introduction to systems theory utilizing block assembly in the study of communication circuits and systems. AM, FM, SSB, and TV receivers and transmitters are covered. Three lecture and two laboratory periods per week. Prerequisite: ET 110. Four semester hours.

ET 202 – Digital Electronics II. A continuation of ET 111 covering: counters, registers, memory I/O devices, computer languages, D/A and A/D conversion, and digital systems. Three lecture and two laboratory periods per week. Prerequisite: ET 111. Four semester hours.

ET 210 – Semiconductors II. A continuation of ET 200. This course covers linear and digital IC theory and application. Prerequisite: ET 200. Two lecture and two laboratory periods per week. Three semester hours.

ET 211 – Systems II. A continuation of ET 201. This course presents a survey of specialized systems used in marine, airborne and land based applications along with FCC regulations governing operation of such systems.

ET 212 – Industrial Instrumentation and Control. A study of the transducers, analyzing and controlling equipment, and recording devices used in automation, testing and quality control in industry. Prerequisite: ET 200 and ET 201. Three semester hours.

ET 213 – FCC License Preparation. An indepth review and study of communications theory, practices and laws, designed to prepare students for first or second class radio telephone license. Prerequisite: ET 201. Three semester hours.

HOTEL, MOTEL & RESTAURANT OPERATION

(Jefferson Davis Campus - Two-Year)

The curriculum is designed to help students meet high standards of achievement and acquire the specialized knowledge needed for their careers. Through an accelerated, comprehensive course, such knowledge can be acquired by men and women.

The program of hotel-motel-restaurant operation at Jefferson Davis Campus was established in the fall of 1966, in recognition of the demand for trained and educated employees for hotels, motels, and restaurants. At the present there are many positions open for every graduate of a formal program in the hospitality industries.

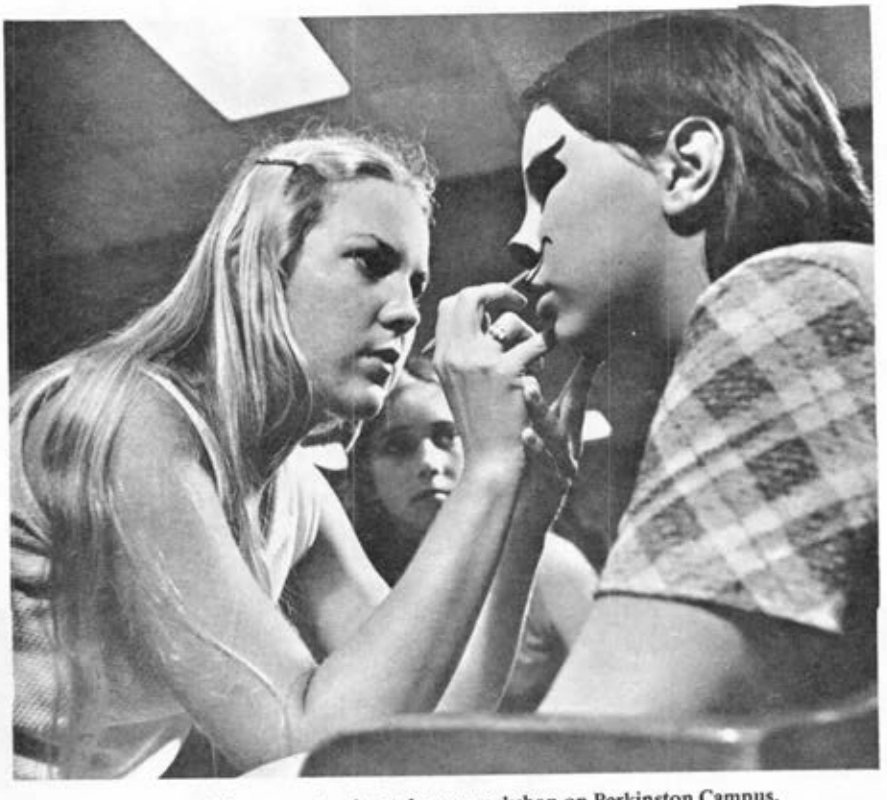
This curriculum leads to an Associate in Science Degree but is not designed for transfer credit to a senior college.

		SEMESTER HOURS	
FRESHMAN YEAR		1 Sem.	2 Sem.
BAD 1113	Introduction to Business	3	
ENG 1113, 1123	English	3	3
HMR 100	Basic Food Preparation	4	
HMR 105	Hotel, Motel, Front Office Procedures	3	
HMR 110	Orientation for the Hospitality Industry	2	
HMR 102	Food Service in Institutions		3
HMR 101	Quality Foods		4
HMR 106	Hotel, Motel, Restaurant Accounting		3
HMR 107	Hotel, Motel, Restaurant Safety & Sanitation		2
HMR 206	Internship in Hospitality Industry	3	
HPR	Physical Education	1	1
SOPHOMORE YEAR			
BAD 2413	Business Law	3	
HMR 205	Profitable Food and Beverage Operation	3	
HMR 201	Profits through Promotion	3	
SEC 2523	Office Machines	3	
SEC 1103	Typewriting	3	
SEC 2613	Business Writing		3
HMR 200	Administrative Housekeeping		3
SPT 1113	Speech		3
	Electives		6
HPR	Physical Education	1	1

HMR 100 – Basic Food Preparation. Familiarization with tools and equipment, kitchen organization, study of recipes of basic foods, purchasing, storage, and preparation. Lab fee. Three lectures and one two-hour laboratory each week. Four semester hours.

EE 210 – Electrical Machinery. Emphasis is placed on installation and repair of electrical machinery such as cranes, pumping systems, hoist and electrical-hydro systems. Two lecture and two laboratory periods per week. Prerequisite: EE 200. Three semester hours.

EE 211 – Electrical Control Circuits. Course covers analysis and design of control circuits for motors and electrical machinery. Troubleshooting and maintenance of existing systems is included. Two lecture and two laboratory periods per week. Prerequisite: Enrollment in EE 210. Three semester hours.



Makeup techniques are taught at drama workshop on Perkinston Campus.

HMR 201 – Profits through Promotion. A study of methods used to promote a facility. Creative thinking and brainstorming. Familiarization with trade journals such as Hotel Red Book. Student projects. Three lectures each week. Three semester hours.

HMR 205 – Profitable Food and Beverage Operation. Food and beverage cost controls. Profitable menu planning. Selection of personnel and wage studies. Food and beverage in all phases. Student projects. Three lectures each week. Three semester hours.

HMR 206 – Internship in the Hospitality Industry. Internship is an approved hospitality agency under the supervision of the agency concerned and school instructor. Written report required of student and written evaluation of student made by agency furnishing training. Three semester hours.

Hotel-motel and restaurant operation teaches students to prepare food.

INDUSTRIAL SAFETY AND FIRE SCIENCE

(Jackson County Campus)

This two year program is designed to prepare students to enter jobs in industrial safety, fire fighting and related fields.

In addition this program will assist the employed adult who is working in industrial safety or fire fighting and would like to become better qualified through a program of formal training.

This curriculum of instruction covers both theory and practical application in the fields of industrial safety and fire fighting and the related fields of technical mathematics, technical communications, technical physics and other related subjects.

Fields of employment opportunities include: industrial safety inspectors, safety representatives, safety supervisors, firemen, fire insurance inspectors, industrial fire protection specialists, industrial accident inspection and prevention specialists, fire inspection bureau representatives, representatives of fire equipment manufacturers and suppliers, fire protection consultants.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Junior College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FIRST YEAR				
RT	100, 101	Technical Communications	3	3
RT	208	Industrial Relations	3	
RT	110	Technical Mathematics	3	
PSC	1113	American Government	3	
ISF	100	Introduction to Industrial Safety & Fire Science	2	
ISF	101	Federal, State and Local Fire and Safety Laws	2	
RT	107	Technical Drawing		3
ET	100	Basic Electricity		4
ISF	110	Fire Fighting Tactics and Strategy I		3
ISF	111	Fire and Safety Protection Organization and Administration		2
ISF	112	Fire and Safety Hazard Prevention and Investigation		3
SECOND YEAR				
RT	202	Technical Communications	3	
RT	115, 116	Technical Physics	3	3
DR	206	Basic Architectural Drafting	5	
ISF	202	Fire Fighting Tactics and Strategy II	3	
ISF	203	General Insurance	2	
IT	223	Hydraulics and Pneumatics		3
RT	130	Properties of Materials		4
ISF	210	Industrial Safety and Fire Inspection Principles and Practices		3
ISF	211	Water Distribution, Sprinkler and Standpipe Systems		2

ISF 100 – Introduction to Industrial Safety and Fire Science. A survey of and introduction to incidents of fire; the principles of fire prevention, suppression and protection; a review of municipal and industrial fire and safety protection ratings, regulations and components; survey or professional fire and safety protection career opportunities. Two semester hours.

ISF 101 – Federal, State and Local Fire and Safety Laws. A study of the laws pertaining to the fireman and industrial safety representative, his duties, responsibilities and authority as governed by law. Two semester hours.

ISF 110 – Fire Fighting Tactics and Strategy I. A study of the basic concepts involved in fire fighting, including fire behavior, fire fighting fundamentals, principles of extinguishment, the proper role for and utilization of various fire companies, preplanning fire tactics. Two lecture hours and two laboratory periods per week. Three semester hours.

ISF 111 – Fire and Safety Protection Organization and Administration. Principles of organization and administration in fire and safety protection service; the structure and function of battalion and company as components of municipal organizations, duties and responsibilities of officers and supervisors, a study of personnel management and training, budgeting, records, reports and public relations. Three semester hours.

ISF 112 – Fire and Safety Hazards, Prevention and Investigation. Survey of the principles of fire and accident prevention and investigation; a study of fire and safety hazards in various occupations, a review of fire and safety prevention codes; a study of procedures and techniques of fire and safety inspection, to include surveying and mapping, recognition and elimination of fire and safety hazards, methods of determining the area of fire origin, fire cause, fire spread, location and preservation of evidence. Two lecture and two laboratory periods per week. Three semester hours.

ISF 202 – Fire Fighting Tactics and Strategy II. A study of the principles for maximum manpower and equipment utilization; fire ground administration starting with a small fire on up through major conflagrations; emphasis will be on developing thinking skills in relation to crises. Two lecture and two laboratory periods per week. Three semester hours.

ISF 203 – General Insurance. A fundamental course covering all fields of insurance. The philosophy and principles of insurance, contracts, endorsements, assignments, rate charging, reserves, state supervision. Fire and safety casualty insurance is emphasized, types of policies, selection, rate making, settlement of claims, handling of risk and self-insurances, types of rating schedules, and methods of determining fire rating classifications. Two semester hours.

ISF 210 – Industrial Safety and Fire Inspection Principles and Practices. A study of the fundamentals of fire and safety inspections including standards, techniques of evaluation of hazards as to degree of hazard, and practical recommendations. Reports including maps and sketched of each component inspected. On-the-site inspection of components to locate hazards and to recommend safe practices and improvements. One lecture and four laboratory periods per week. Three semester hours.

ISF 211 – Water Distribution, Sprinkler and Standpipe Systems. Measurements of fluid flow and methods of determining quantities of water available from a distribution system. Efficiency in fluid movement and system design. Types of sprinkler and standpipe systems, codes governing installation, water supply requirements, testing, inspection, and maintenance. One lecture and two laboratory periods per week. Two semester hours.

INDUSTRIAL TECHNOLOGY

(Jackson County Campus)

The industrial technology curriculum will develop individuals with the following:

–an ability to use physics and mathematics such as algebra and trigonometry as tools in the development of ideas that make use of scientific and technological principles.

–communications skills that include the ability to interpret, analyze and transmit ideas graphically, orally and in writing. Reading comprehension is stressed.

–an understanding of the materials used in manufacturing.

–an understanding of the principles of operation, function and application of the tools of industry with a degree of skill in the operation of each.

–an ability to interpret drawing requirements for manufacturing including the ability to write specifications for industrial operations from the raw materials to the finished product.

–an orientation to the shipbuilding industry.

Fields of employment opportunities include: technical writer, production supervisor (with experience), production planner, job planner, job estimator, industrial engineering assistant, production inspector, quality control technician, instructor (with experience).

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FIRST YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
IT	124	Manufacturing Processes	4	
RT	107	Technical Drawing		3
MT	126	Manufacturing Processes		4
		*Electives		
SECOND YEAR				
RT	202	Technical Communications	3	
QCT	201	Statistics and Quality Control	3	
ET	100	Basic Electricity	4	
IT	223	Hydraulics and Pneumatics	3	
MWT	101	Welding Processes		3
IT	227	Industrial Inspection Methods		3
IT	226	Process Planning and Production Problems		3
DR	213	Introduction to Steel Shipbuilding and Blueprint Reading		3
DR	211	Automated Drafting		3
		*Electives		

*Four semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: properties of materials; metallurgy; psychology; structural design and strength of materials; economics; government; introduction to business; introduction to computer programming; principles of management; typewriting.

IT 124 – Manufacturing Process. A course in production processes including the theory and application of sheetmetal and pipe fabrication principles and practices. Two lecture and four laboratory periods per week. Four semester hours.

IT 125 – Engineering Materials. This course covers common construction materials of industry and includes the following: manufacture of iron and alloy steel, non-ferrous material such as copper, nickle, zinc, aluminum, magnesium, lead; corrosion of metals, concrete, ceramics; paints and other protective coatings; plastics. Three semester hours.

IT 223 – Hydraulic and Pneumatics. This course covers introduction to hydraulics, principles of hydraulics in physics; fluids and piping; hydraulic pumps; hydraulic motors; control values and gaging; accessory equipment; hydraulic circuit system designs; hydraulic power unit; pneumatic controls; pneumatic circuit design system designs, air and hydraulic cylinders; combination systems application and advantages. Two lecture and two laboratory periods per week. Three semester hours.

IT 226 – Process Planning and Production Problems. This course covers cost eliminating methods; estimating requirements; cost estimating elements; production activities; production control. Three semester hours.

IT 227 – Industrial Inspection Methods. This course covers a study of the need and function of inspection in industry, the use of specifications, tolerances and allowances, and standard as an aid to the inspector, basic principles and techniques of measurement, fixed gages, surface plate methods and equipment, and mechanical indicating equipment. Three semester hours.

LAW ENFORCEMENT

(Jefferson Davis Campus - Two Years)

The two year Associate Degree program in law enforcement is balanced between basic general education courses, common to all college programs, and requirements in administrative and specialized law enforcement courses. The program is designed to meet the needs of various law enforcement agencies and to provide the student with the knowledge and attitudes he needs to be an effective professional law enforcement officer in modern society. It provides a complete program for those students intending to earn the Associate Degree.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
PSC	1113	Government	3	
SEC	1103	Typewriting or	3	
BAD	2413	Business Law		
EPY	1513	Psychology		3
SOC	2113	Sociology		3
LET	1313	Introduction to Law Enforcement and Criminal Justice	3	
LET	1323, 1333	Police Organization and Administration	3	3
LET	1343	Police and Community Relations		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
HIS	2213	American History		3
SPT	1113	Speech	3	
BAD	1313	Business Mathematics or	3	
MAT	1233	College Algebra		
LET	2333	Criminal Investigation I	3	
LET	2413	Administration of Criminal Justice		3
LET	2333B	Criminal Investigation II		3
LET	2323	Criminal Law-Evidence	3	
		Electives**	3	6
HPR		Physical Education	1	1

*Physical education requirements may be met by specialized courses in swimming, life saving, or first aid.

**Electives can be taken from the following areas: LET 1353; LET 2513; HPR 1213; BAD 1113; ECO 2113; BAD 2513; BAD 2413; HIS 2223, PHI 2113.

LET 1313 – Introduction to Law Enforcement and Criminal Justice. History, development, philosophy and constitutional aspects of law enforcement in a democratic society; introduction to and survey of the agencies and processes, purposes and functions, involved in the administration of criminal justice. Three semester hours.

LET 1323 – Police Organization and Administration. Introduction to principles of organization and management as applied to law enforcement agencies; introduction to concepts of organizational behavior, administration of staff units, personnel recruitment, training, and discipline with relationship of agencies and the public. Three semester hours.

LET 1333 – Police Organization and Administration II. Study of line activities of law enforcement agencies with emphasis on the patrol functions and the prevention of crime; includes traffic investigations, juvenile, vice and other specialized units. Three semester hours.

LET 1343 – Police and Community Relations. Current issues on relationships between police and the community; emphasis upon the police officer's role and influence in community relations, tensions and conflict and the problem areas of racial minority groups and juveniles. Three semester hours.

LET 1353 – Internship in Law Enforcement. Internship in an approved law enforcement or correctional agency under supervision of the agency concerned and school instructor. Written report required of student and written evaluation of student made by agency furnishing training. Three semester hours.

LET 2323 – Criminal Law-Evidence. Criminal evidence for the law enforcement officer furnishing a practical insight into the rules of evidence; kinds of degrees; and considerations governing the admissability of evidence in court. Three semester hours.

LET 2333 – Criminal Investigation I. Principles involved in the investigation of crimes; crime scene searches and care of evidence; surveillance and undercover work; interrogation of victims, witnesses and suspects; obtaining confessions and written statements; and report writing. Three semester hours.

LET 2333B – Criminal Investigation II. Use of scientific techniques in investigation; investigate problems in major crimes; arrests, apprehensions, and raids; fingerprinting, rules of evidence and testifying in court. Three semester hours.

LET 2413 – Administration of Criminal Justice. A study of the legal concepts and procedures, including laws of arrest and search warrant procedure, beginning with the issuance of legal process to ultimate dispositions, including informations, indictments, arraignments, preliminary hearings, bail, juries and the trial. Three semester hours.

LET 2513 – Law Enforcement and the Juvenile. The role of police in juvenile delinquency and control. The organization, functions and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile care disposition and juvenile statutes and court procedures. Three semester hours.

MARINE DRAFTING AND DESIGN TECHNOLOGY

(Jackson County Campus)

The marine drafting and design technology curriculum will develop students with the following:

–technical knowledge sufficient to make and translate sketches into working drawings in the fields of hull, machine, piping, sheetmetal and electrical/electronics work.

–an ability to read and understand specifications in the above named fields.

–a well rounded educational experience whereby students may develop their capabilities and interests to a degree of maximum value to themselves and to our society.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduation from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FIRST YEAR			**1 Sem.**	**2 Sem.**
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
DR	110	Fundamentals of Drafting	5	
MT	126	Manufacturing Processes		4
DR	111	Machine Drafting		5
		*Electives		
SECOND YEAR				
RT	202	Technical Communications	3	
RT	113	Descriptive Geometry	3	
DR	208	Hull Drafting and Design	5	
DR	209	Technical Illustration	3	
DR	212	Structural Design and Strength of Materials		5
DR	211	Automated Drafting		3
DR	210	Marine Piping and Sheetmetal Drafting		3
DR	214	Electrical/Electronics Drafting		2
		*Electives		

*Three semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: principles of management; economics; government; introduction to business; typewriting.

MECHANICAL TECHNOLOGY
(Jackson County Campus)

Employment opportunities include: maintenance inspector, quality control technician, job estimator; technical writer, job planner, mechanical engineering aid, machine designer, supervisor (with experience), tool and methods technician, maintenance record specialist, maintenance supply technician; machinist; installation technician.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FIRST YEAR				
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
IT	124	Manufacturing Processes	4	
RT	107	Technical Drawing		3
MT	126	Manufacturing Processes		4
		*Elective		
SECOND YEAR				
RT	202	Technical Communications	3	
MT	222	Manufacturing Processes	4	
IT	223	Hydraulic and Pneumatics	3	
QCT	201	Statistics and Quality Control		
MWT	101	Welding Processes		3
IT	227	Industrial Inspection Methods		3
IT	226	Process Planning and Production Problems		3
DR	212	Structural Design and Strength of Materials		5
		*Electives		

***Five semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: psychology; principles of management; automated drafting; introduction to business; government; materials testing; introduction to computer programming; introduction to steel shipbuilding and blueprint reading; properties of materials; metallurgy; typewriting.**

MT 126 – Manufacturing Processes. This course covers introduction to machine shop processes; simple measuring tools; metal forming operations; machining and cutting tools; turning lathes; drilling machines; planning, shaping, and slotting machines. Two lecture and four laboratory periods per week. Four semester hours.

MT 222 – Manufacturing Processes. This course covers broaching and sawing; grinding and finishing machines; turret and automatic lathes; automation and numerical control of machine tools; screw threads; gears and gearing; and special process machines; foundry equipment; patterns; sands; molds and cores; foundry practices; post casting processes. Two lecture and four laboratory periods per week. Four semester hours.

MEDICAL LABORATORY TECHNOLOGY

(Jackson County Campus - Two Years)

This program of nineteen months duration is offered in affiliation with Ocean Springs Hospital, Ocean Springs, Mississippi and the Veterans Administration Hospital, Biloxi, Mississippi. Students who successfully complete this program are prepared for employment in hospitals and medical laboratories as medical laboratory technicians.

The clinical laboratories at the Ocean Springs Hospital and the Veterans Administration Hospital, in which the students gain their clinical laboratory experience, are recognized as extended campuses of the college. The college is assisted and advised by a medical laboratory technology advisory committee composed of pathologist, medical technicians, college administrators and instructors, and other interested parties.

Graduates of this program are eligible to take the registry examination with the council on medical education to become registered MT's.

The details of this, are subject to revision. Applicants will be screened on the basis of past educational performance and potential for the number of clinical openings available.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. Where a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FRESHMAN YEAR				
RT	100, 101	Technical Communications	3	3
CHE	1215, 1225	Chemistry	5	5
BIO	1513, 1523	Anatomy and Physiology	3	3
RT	110	Technical Mathematics	3	
MLT	100, 101	Medical Laboratory-Orientation, Ethics and Terminology	2	2
BIO	2924	Microbiology		4
SUMMER				
MLT	200	Urinalysis and Parasitology	5	
***SOPHOMORE YEAR**				
RT	202	Technical Communications	3	
EPY	1513	Psychology	3	
SOC	2113	Sociology	3	
MLT	210	Medical Laboratory Mathematics.	3	
		**Electives		
MLT	211	Medical Laboratory Instrumentation		2
MLT	220	Clinical Chemistry		3
MLT	221	Clinical Bacteriology and Mychology		3
MLT	222	Hemotology.		5
MLT	223	Immunohemotology		3

*Sophomore level medical laboratory technology students will be divided into group one and group two. Their summer session and sophomore year will be arranged as follows: Group one – attends term one of the summer session; takes courses in semester two in the fall semester; takes courses in semester one in the spring semester. Group two – attends term two of the summer session; takes courses in semester one in the fall semester; takes courses in semester two in the spring semester.

**Electives are not required for the Associate in Applied Science Degree. Suggested electives: typewriting, principles of management, economics, government, filing, literature.

MLT 100-101 – Medical Laboratory-Orientation, Ethics and Terminology. General medical terms used in the hospital laboratory, covering all departments; general summary and laboratory introduction to diagnostic work; rules and ethics of conduct in a hospital laboratory. One lecture and two laboratory periods per week. Two semester hours each.

MLT 200 – Urinalysis and Parasitology. Study of the kidney and its functions, analysis of both normal and abnormal, chemical and miscroscopic elements in urine; a study of pathogenic parasites and their life cycles; demonstrations of ova and cysts. Five hours lecture per week for five weeks and 30 hours practical laboratory work experience per week for five weeks. Prerequisite: MLT 100, 101; BIO 1513, 1523, 2924; CHE 104, 105. Five semester hours.

MLT 210 – Medical Laboratory Mathematics. Mathematics used in all medical laboratory procedures. Normal, molar, and molal solutions; formulas and ratios. Prerequisite: RT 110. Three semester hours.

MLT 211 – Medical Laboratory Instrumentation. A study of instruments used in the clinical laboratory and their operation. Prerequisite: MLT 200. Two semester hours.

MLT 220 – Clinical Chemistry. The study and determination of various biochemical constituents of blood, urine, and body fluids. Diagnostic procedures for aiding in diagnosis of disease processes. Five hours lecture per week for four weeks. Thirty hours clinical laboratory experience per week for four weeks. Four semester hours.

MLT 221 – Clinical Bacteriology and Mycology. Techniques and theory for the cultivation and identification of pathogenic bacteria and fungi. Five lecture hours per week for four weeks. Thirty hours clinical laboratory experience per week for four weeks. Prerequisite: MLT 200. Four semester hours.

MLT 222 – Hematology. A study of the blood and blood forming tissues, morpology of cells, blood counts, coagulation, hemotylic, abnormalities and test for their diagnosis. Five hours lecture per week for six weeks. Thirty hours clinical laboratory experience per week for six weeks. Six semester hours.

MLT 223 – Immuhematology. A study of antibody formation and their reaction against specific antigens; serology and blood banking procedures are covered. Five hours lecture per week for four weeks. Thirty hours clinical laboratory experience per week for four weeks. Prerequisite: MLT 200. Four semester hours.

METALLURGICAL AND WELDING TECHNOLOGY
(Jackson County Campus)

Employment opportunities include: metallurgical laboratory technician; failure analysis test work; corrosion control; heat treating; metallurgical process development; assistant to metallurgical engineer; specifications writer; supervisor (with experience); welding material evaluator; welding process developer; welding inspector; instructor (with experience); electrode control technician; technical writer; welder.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FIRST YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
RT	130	Properties of Materials	4	
RT	107	Technical Drawing		3
MWT	101	Welding Processes		3
		*Electives		
SECOND YEAR				
RT	202	Technical Communications	3	
MWT	201	Metallurgy	3	
MWT	203	Welding Design	2	
MWT	202	Materials Testing	3	
MWT	200, 210	Welding Processes	3	3
DR	212	Structural Design and Strength of Materials		5
MWT	211	Welding Metallurgy		5
MWT	212	Metallurgical Processes		2
		*Electives		

***Four semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: principles of management; introduction to steel shipbuilding and blueprint reading; typewriting; psychology; introduction to business; government; industrial inspection methods; statistics and quality control; economics.**

MWT 101 – Welding Processes. This course covers the techniques involved in oxygen and acetylene cutting of metal, ox-acetylene welding techniques, shielded metal arc welding, and hard surfacing techniques. One lecture and four laboratory hours per week. Three semester hours.

MWT 200 – Welding Processes. This course covers all techniques in the use of various equipment to employ; gas metal arc welding, short arc welding, flux core welding procedures, spray arc welding, gas tungsten arc welding, sub-

merged arc welding, electro slag welding and resistance welding techniques. One lecture and four laboratory hours per week. Three semester hours.

MWT 201 – Metallurgy. This course includes the study of equilibrium diagrams of common metals and alloys, metallurgy of ferrous metals, light metals, physical properties, microstructures, grain size and heat treatment. Three semester hours.

MWT 202 – Materials Testing. Destructive and nondestructive testing of common engineering materials, tensile and hardness tests, radiography, ultrasonics, dye penetrant, thermal, eddy current, practical uses in testing methods, metallorgraphy and quality control. Three semester hours.

MWT 203 – Welding Design. Elements of design for welding, calculation of stresses, welding techniques, processes, specifications. Two semester hours.

MWT 210 – Welding Processes. This course is a combined study of all welding techniques as applied to all type ferrous alloys and non-ferrous metals. In addition the techniques involved in plasma arc, electro beam, laser and ultrasonic welding are covered. One lecture and four laboratory hours per week. Three semester hours.

MWT 211 – Welding Metallurgy. Welding methods and processes, temperature changes, weld metal structures, weld properties, fluxes, slag, shielding gases, techniques. Five semester hours.

MWT 212 – Metallurgical Processes. Metals processing such as ferrous and non-ferrous foundry casting, forging, rolling, welding, riveting, heat treating and machining. One lecture and two laboratory periods per week. Two semester hours.

ORNAMENTAL HORTICULTURE
(Perkinston Campus)

Ornamental horticulture is the art and science of producing, processing, distributing, maintaining, and using ornamental plants. It includes landscaping which is the art and science of selecting, arranging, planting, and caring for plant materials in the proper manner in order to enrich outdoor space for enjoyable use. Training in this field will enable the graduate to find employment in greenhouses and nurseries, turfgrass management with golf courses, parks and landscape concerns. Modern garden centers require trained persons for sales and services, as do landscape contractors.

This curriculum is designed to qualify the student for job entry and an Associate in Science Degree upon completion of the course.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
BIO	1314	Botany		4
AGR	1313	Plant Science	3	
RT	110, 111	Technical Math	3	3
OH	112, 113	Plant Materials I, II	4	4
GRA	1112	Engineering Drawing		2
PSC	1113	Government	3	
HPR		Physical Education	1	1
SOPHOMORE YEAR				
SPT	1113	Speech	3	
AGR	2314	Soils	4	
RT	204	Foundations of Business	3	
OH	210	Plant Propagation		3
OH	214, 215	Greenhouse and Nursery Management	3	3
OH	212, 213	Landscape Development	3	3
OH	211	Turfgrass Management		4
RT	209	Plane Surveying		3
HPR		Physical Education	1	1

OH 112 – Plant Materials I. This course is designed to provide the student with a practical knowledge of plant identifications, landscape use and care of the important ornamental shrubs, trees, vines, flowers, and grasses adapted to southern conditions. One hour lecture and six hours laboratory per week. Four semester hours.

OH 113 – Plant Materials II. A continuation of OH 112. One hour lecture and six hours laboratory per week. Four semester hours.

OH 210 – Plant Propagation. The scientific principles as a basis for practices in the propagation of ornamental plants. Propagation by seeds, cuttings, grafting, and budding are considered from a practical commercial production viewpoint. One hour lecture and four hours laboratory per week. Three semester hours.

OH 211 – Turfgrass Management. The identification, establishment, maintenance, management, and sod production of turfgrass used for home lawns, golf courses, sports grounds, highways, and parks are included in this course. One hour lecture and six hours laboratory per week. Four semester hours.

OH 212 – Landscape Development I. Application of the principles of design to create a functional landscape using plant materials. The organization of outdoor space around the house and public places. Pest control and general maintenance of plants. One hour lecture and four hours laboratory per week. Three semester hours.

OH 213 – Landscape Development II. The execution of landscape architecture plans including plan lay-out, soil preparation, plant selection, and setting and cost analysis. Pest control and general landscape maintenance. One hour lecture and four hours laboratory per week. Three semester hours.

OH 214 – Greenhouse and Nursery Management I. A study of management practices involved in the commercial production of ornamental horticulture crops which covers crop programming and soil syntheses for specialized crops. One hour lecture and four hours laboratory per week. Three semester hours.

OH 215 – Greenhouse and Nursery Management II. A continuation of OH 214. One hour lecture and four hours laboratory per week. Three semester hours.

QUALITY CONTROL TECHNOLOGY – FABRICATION INDUSTRIES
(Jackson County Campus)

Employment opportunities include: quality control technician, production inspector; test report writer; statistics test recorder; inspection supervisor (with experience); qualify auditing; quality test technician; technical writer; instructor (with experience).

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
FIRST YEAR			1 Sem.	2 Sem.
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
IT	124	Manufacturing Processes	4	
RT	104	Technical Drawing		3
MWT	126	Manufacturing Processes		4
		*Electives		
SECOND YEAR				
RT	202	Technical Communications	3	
QCT	201, 202	Statistics and Quality Control	3	3
RT	130	Properties of Materials	4	
IT	223	Hydraulics and Pneumatics	3	
MWT	101	Welding Processes		3
IT	227	Industrial Inspection Methods		3
DR	212	Structural Design and Strength of Materials		3
		*Electives		

*Five semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: typewriting; basic electricity; introduction to business; metallurgy; introduction to computer programming; economics; principles of management; psychology; introduction to steel shipbuilding and blueprint.

QCT 101 – Manufacturing Operations in the Process Industry. Introduction to manufacturing principles such as heat transfer, evaporation, absorption, filtration, sedimentation, distillation, drying, flow of fluids, etc. Three semester hours.

QCT 201 – Statistics and Quality Control. A study of statistical concepts; analysis and evaluation of industrial and engineering data; and theory and application of inspection sampling plans and control charts for the design specification and control of quality. Three semester hours.

QCT 202 – Statistics and Quality Control. Special control chart methods for attributes and for variables, double and multiple sampling inspection; capability analysis cover aspects of life and reliability. Economic consideration of quality decisions. Three semester hours.

QCT 203 – Quantitative and Instrumental Analysis. Fundamental techniques and principles of quantitative methods in inorganic chemistry; titrimetric, colorimetric, and gravimetric. Second half devoted to a study of capabilities and principles of instrumentation used in industrial quality control laboratories. Two lecture and two laboratory periods per week. Three semester hours.

QUALITY CONTROL TECHNOLOGY
PROCESS INDUSTRIES
(Jackson County Campus)

Employment opportunities include: process operator; laboratory technician; assistant to chemical engineer; quality control inspector; production planner; instructor (with experience); production tester; quality control technician; production supervisor (with experience); inventory control supervisor; quality control supervisor (with experience); technical writer; chemical engineering aid.

This curriculum grants an Associate in Applied Science Degree and is preparatory for employment upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FIRST YEAR				
RT	100, 101	Technical Communications	3	3
RT	110, 111	Technical Mathematics	3	3
RT	115, 116	Technical Physics	3	3
RT	104	Occupational Essentials	3	
RT	130, 132	Properties of Materials	4	4
QCT	101	Manufacturing Operations in Process Industry		3
		*Electives		
SECOND YEAR				
RT	202	Technical Communications	3	
ET	100	Basic Electricity	4	
RT	230, 231	Properties of Materials	4	4
QCT	201, 202	Statistics and Quality Control	3	3
QCT	203	Quantitative and Instrumental Analysis		3
CPT	100	Introduction to Computer Programming		4
		*Electives		

*Four semester hours of electives are required for the Associate in Applied Science Degree. Suggested electives: introduction to business; economics; industrial instrumentation and control; psychology; principles of management; typewriting; government; technical drawing.

RADIO BROADCASTING TECHNOLOGY

(Jefferson Davis Campus - Two Year Terminal)

A goal of this curriculum is to develop young men and women who are not only well trained technically, but who have a general education so they can perform effectively in the broadcasting industry.

The program is designed to include the support and assistance of broadcasting stations located in the area served by the college. The broadcasting curriculum at Jefferson Davis has the full support of the National Association of Broadcasters and the Mississippi Broadcasters Association.

The curriculum provides a program of sufficient depth and scope so that in the event a student who has completed the two year program desires to continue his education, an extension of his training at a four year college can be accomplished with a maximum transfer of credits.

Graduates of this program qualify for the third class FCC license with broadcast endorsement, and receive an Associate Degree.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
RS	100	Introduction to Broadcasting	3	
RS	101, 200	Announcing I, II	4	4
ENG	1113	English	3	
SPT	1113 or 2143	Speech or Oral Interpretation	3	
SEC	1103 or 1153	Typewriting*	3	
RS	102	Radio Programming		3
RS	104	Radio Writing		2
DMT	107	Advertising	3	
PSC	1113	Government		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
RS	203	Announcing	3	
RS	201	Radio Production	2	
RS	202	Radio News	3	
BAD	1113	Business	3	
DMT	100	Salesmanship		3
RS	204	Radio Sales		3
RS	205	Radio Station Management		3
BAD	1313	Business Mathematics		3
MUS	1113	Music Appreciation		3
GEO	1123	Geography		3
HPR		Physical Education	1	1

***If a student has taken high school typewriting, a three hour elective will be required.**
Announcing I is a prerequisite for radio production, radio news and announcing II and III.
DMT 100 and 107 are prerequisites for RS 204.

RS 100 – Introduction to Broadcasting. To provide an understanding of American broadcasting as a form of business enterprise, organization and operations of stations and networks, and the ways in which economic considerations affect those operations and the selection of programs to be put on the air. A wide background of information about broadcasting and the broadcasting industry that will enable each individual to make his own appraisal of this form of mass communication. Three semester hours.

RS 101 – Announcing I. To provide the student with the basic skills now required of the radio announcer: diction, pronunciation and reading. To familiarize the student completely with equipment at a radio station. Lab hours at students convenience will be required. Four semester hours.

RS 102 – Programming. To provide the student with a working knowledge of the programming and traffic department at radio station. Station format, traffic and logging procedures. Three semester hours.

RS 104 – Radio Writing. To explain the mechanics and techniques of writing radio commercial copy and to provide the beginner with the means for practical application of information about copy writing and thus lessen the need for on-the-job training. Two semester hours.

RS 200 – Announcing II. To prepare the student for the FCC test for Radio Telephone Third Class Operator Permit. To simulate actual broadcast situations so that the student will progress more rapidly without on-the-job training. To increase the student's reading, voice and style ability with emphasis on newscasting and commercials. Lab hours at students convenience will be required. Four semester hours.

RS 201 – Radio Production. To stimulate the student's imagination in the writing and production of commercials, designed to add color and showmanship to a station's programming, and offer variety that lends identification to a particular sponsor, product or event. Two semester hours.

RS 202 – Radio News. The gathering, writing and presentation of news. To provide the student with the basic fundamentals of radio news and the operation of a radio news room. Three semester hours.

RS 203 – Announcing III. To give the student a general review of materials offered in announcing I and II so that a smoothing of style, voice, diction, and pronunciation may take place. Concentration is given to the communication of ideas and improvement of voice and body control, pronunciation and development of mike technique. For the slower student, individual instruction takes place at this time. Three semester hours.

RS 204 – Radio Sales. Sales as applied to radio broadcasting. To train the student in the business, economics and marketing of radio sales promotion. Three semester hours.

RS 205 – Radio Station Management. To acquaint the student with the know-how of radio station operations. A close scrutiny of all phases of station operation: the organizational set up, programming, engineering, personnel, accounting, sales and promotion of a radio station. Three semester hours.

SECRETARIAL SCIENCE

Students who are majoring in secretarial science may select from the following programs: two regular semesters or four regular semesters.

Students completing the two semester program are awarded the Mississippi Gulf Coast Junior College Certificate of Completion. Those students completing the four semester program are awarded an Associate in Applied Science Degree.

(Nine Months)

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FRESHMAN YEAR				
ENG	1113, 1123	English	3	3
SEC	1203, 1213	Shorthand	3	3
SEC	1103 or 1113, 1113 or 2113	Typewriting	3	3
BAD	1313	Business Mathematics	3	
SEC	2523	Office Machines	3	
SEC	1312	Filing	2	
SEC	2413	Secretarial Procedures		3
SEC	2512	Office Appliances		2
SEC	2613	Business Communications		3
HPR		Physical Education	1	1

(18 Months)

			SEMESTER HOURS		
			1 Sem.		2 Sem.
FRESHMAN YEAR					
ENG	1113, 1123	English	3		3
SEC	1203, 1213	Shorthand	3		3
SEC	1103 or 1113, 1113 or 2113	Typewriting	3		3
BAD	1313	Business Mathematics	3		
PSC	1113	Government	3		
SEC	2523	Office Machines			3
BAD	1113	Introduction to Business			3
EDP	1111	Keypunch	1	or	1
HPR		Physical Education	1		1
SOPHOMORE YEAR					
ACC	1213, 1223	Accounting	3		3
SEC	2113	Typewriting			
		or			
ECO	2113	Economics			
SEC	2213, 2223	Shorthand	3		3
BAD	2413	Business Law	3		
SEC	2613	Business Communications	3		
SEC	2123	Typewriting			3
SEC	2413	Secretarial Procedures			3
SEC	1312	Filing	2		
SEC	2512	Office Appliances			2
HPR		Physical Education	1		1

GENERAL BUSINESS AND ACCOUNTING

Students interested in becoming prepared for positions as junior accountants, managers, and supervisors of offices and departments may elect to major in this four semester program.

This curriculum grants an Associate in Applied Science Degree.

			SEMESTER HOURS	
FRESHMAN YEAR			1 Sem.	2 Sem.
ENG	1113, 1123	English	3	3
BAD	1313	Business Mathematics	3	
ACC	1213, 1223	Accounting	4	4
SEC	1103 or 1113	Typewriting	3	
BAD	2213	Marketing*	3	
PSC	1113	Government		3
SEC	2613	Business Communications		3
BAD	2513	Principles of Management*		3
HPR		Physical Education	1	1
SOPHOMORE YEAR				
SPT	1113	Speech		3
BAD	1113	Introduction to Business	3	
BAD	2413, 2423	Business Law*	3	3
ECO	2113, 2123	Economics	3	3
ACC	2313	Cost Accounting*	3	
EPY	1513	Psychology		
		or		3
SOC	2113	Sociology		
BAD	2613	Principles of Finance*	3	
SEC	2523	Office Machines		3
HPR		Physical Education	1	1

***These courses are scheduled on alternate years and should be taken by both freshmen and sophomores when offered. Cost accounting is a required course rather than an elective. Substitution may be made by department chairman.**

SEC 1103T – Elementary Typewriting. A course designed for beginners in typewriting. Credit will not be given a student whose high school transcript shows one unit in business typewriting except through permission from the instructor. Three semester hours.

SEC 1113T – Intermediate Typewriting. This course includes a review of basic technique and continues with such elements as business letters with special parts, tabulation problems, manuscripts, and interoffice correspondence. Prerequisite: elementary typewriting or equivalent competency. Three semester hours.

SEC 1203T-1213T – Elementary and Intermediate Shorthand I, II. These courses include a study of Gregg Shorthand, Diamond Jubilee Series, including theory, phrasing brief forms, transcripts, letter placement, and dictation of articles and letters. Elementary and intermediate shorthand are divided into groups: (A) for those students having no previous shorthand in high school for one year or more, and (B) for those students having no previous shorthand, or less than one year of shorthand in high school. Three semester hours.

SEC 1312T – Principles of Filing. This course is designed to provide the students with basic filing procedures including alphabetic indexing, coding, card filing, and alphabetic, subject, numeric, and geographic correspondence filing. Prerequisite: typewriting. Two semester hours.

SEC 2113T – Advanced Typewriting. Special communication forms, all letter styles, statistical reports, business forms, and legal reports are included in this course. Speed, control, and production are re-emphasized. Prerequisite: intermediate typewriting. Three semester hours.

SEC 2123T – Production Typewriting. This course includes a review of techniques in skill building with development of speed and accuracy in typewriting a variety of office forms, and emphasis on shortcuts in production typewriting. Prerequisite: advanced typewriting. Three semester hours.

SEC 2213T-2223T – Advanced Shorthand III, IV. These courses offer training in the theory of advanced shorthand. Dictation is given from new material at varying rates of speed with emphasis placed upon phrasing, accurate and attractive transcripts, and punctuation of business letters. Three semester hours each.

SEC 2263T – Medical Shorthand and Terminology. This course offers specialized training in medical shorthand theory, dictation, and transcription. It also includes medical terms, their pronunciation, spelling, and definitions. Three semester hours.

SEC 2413T – Secretarial Procedures. The purpose of this course is to give the student training in the minor skills such as telephone technique or handling the mail and in general office practice and procedure. Prerequisite: Typewriting. Three semester hours.

SEC 2523T – Office Machines. This course is designed to give a reasonable proficiency in the use of such machines as full- and ten-key adding machines; key-driven, rotary, printing, and electronic calculators; duplicating machines; a posting machine; and other types of office equipment. Prerequisite: Typewriting. Three semester hours.

SEC 2613T – Business Communications. This course emphasizes the principles of effective report and letter writing with practice in the preparation of business letters such as sales, credit, collection and application. Prerequisite: Typewriting. Three semester hours.

SEC 2512T – Office Appliances. This course provides instruction and practice in the operation of office appliances, including spirit, stencil, and offset duplicators, transcribing machines, proportional-spacing typewriters, mimeoscopes, and copying machines. Prerequisite: Typewriting.

ACC 1213T-1223T – Principles of Accounting. These courses are designed to give students an understanding of recording, classification, and summarization of business transactions and events with insight into interpretation of the resulting effects upon the business. Previous knowledge of bookkeeping or accounting is not required for ACC 1213. Prerequisite for 1223 is ACC 1213. Three semester hours each.

ACC 2313T – Cost Accounting. This course is a study of the application of accounting principles to job order, process cost, and standard cost systems. Prerequisite: ACC 1213-1223. Three semester hours.

BAD 1113T – Introduction to Business. This course is designed to provide the student with a general background of the nature of business and a preliminary idea of the various areas of business specialization. Three semester hours.

BAD 1313T– Business Mathematics. Review of the four fundamental operations of arithmetic giving a systematic treatment of the topics which one might encounter in daily affairs. Three semester hours.

BAD 1323T – Mathematics of Finance. This course emphasizes the mathematical practices used in business transactions. Prerequisite: Any one of the following: MAT 1233 or 1313 or two years of high school algebra. Three semester hours.

BAD 2213T – Marketing. A study of principles and problems of marketing goods and methods of distribution from producer or manufacturer to consumer. Types, functions, practices of wholesalers and retailers in the American marketing system and efficient marketing techniques in the development and expansion of markets are included. Three semester hours.

BAD 2323T – Business Statistics. An introduction to basic statistics. Topics covered include measures of central tendency and variability, confidence intervals, hypothesis testing, t-distribution, and regression and correlation analysis. Three semester hours.

BAD 2413T – Business Law. This course is designed to acquaint the students with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention will be given to: an introduction to law; law of contracts; agencies and employment; negotiable instruments and commercial paper. Three semester hours.

BAD 2423T – Business Law. This course is a continuation of BAD 2413 and is designed to cover the following specific areas: sales contracts; personal property and bailments; partnerships; corporations; real property and leases, insurance; security and mortgages; and bankruptcy. Three semester hours.

BAD 2513T – Principles of Management. This course is a study of basic management principles as applied to the functions of planning, organizing, directing, controlling, and coordinating with effective communication in business enterprise. Three semester hours.

BAD 2613T – Principles of Finance. This course is a study of the organization and operation of the American financial system with consideration of public and private financial institutions. Financial problems of industrial and commercial firms, methods and procedures of business, foreign trade, and consumer financing, and governmental policies and activities in finance and their effects on prices, interest rates, and economic activities are included. Three semester hours.

Cheerleaders whoop it up at banana eating contest.

SUPERVISION AND MANAGEMENT
(Jackson County Campus)

This program is designed primarily for the employed adult who is working in or aspiring to become qualified for a management or supervisory position in business, industry or governmental units.

Learning activities and experiences will include a study of various management principles and practices such as: industrial relations; business law; accounting; financial mathematics; technical report writing; business policies; organizational structure; budgets and other pertinent and supportive courses and topics.

This curriculum grants an Associate in Applied Science Degree upon graduating from the Mississippi Gulf Coast Junior College. If a transfer to a senior college or university is desired, a conference should be scheduled with a junior college guidance counselor for advisement.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FIRST YEAR				
RT	100, 101	Technical Communications	3	3
RT	110	Technical Mathematics	3	
BAD	1113T	Introduction to Business	3	
IT	226	Process Planning and Production Problems	3	
ACC	1213T, 1223T	Principles of Accounting	3	3
EPY	1513	General Psychology		3
BAD	2513T	Principles of Management		3
BAD	1323T	Mathematics of Finance		3
SECOND YEAR				
RT	202	Technical Communications	3	
RT	208	Industrial Relations	3	
BAD	2413T, 2423T	Business Law	3	3
ECO	2113T, 2423T	Principles of Economics	3	3
RT	107	Technical Drawing	3	
BAD	2213T	Marketing	3	
CT	203	Principles of Cost Accounting		3
BAD	2613T	Principles of Finance		3
RT	213	Supervisory Training Techniques		3

X-RAY TECHNOLOGY

(Jackson County Campus)

This program of thirty months duration is offered in affiliation with Singing River Hospital, Pascagoula, Mississippi. Students who successfully complete this program are prepared for employment in hospitals, clinics, and medical offices as X-Ray technicians.

The department of radiology at Singing River Hospital, in which students gain their laboratory and practical work experience, is recognized as an extended campus of the college. The college is assisted and advised by an advisory committee composed by radiologists, X-Ray technicians, and other interested individuals.

Graduates of this program are eligible to take the registry examination with the Council on Medical Education to become registered X-Ray technicians.

In addition to their lectures and laboratory periods, X-Ray technology students are scheduled for approximately 15 hours per week of supervised practical work experience during the first 24 months of their program. This includes formal instruction in: professional ethics; orientation and elementary radiation protection; equipment maintenance. At the end of their first 24 months of study and work, X-Ray technology students will continue for an additional 6 months or practical work.

The details of this program are subject to revision. Applicants are screened on tl.e basis of past educational performance and potential for the number of clinical openings available.

This curriculum grants an Associate in Applied Science Degree and is not specifically designed for transfer to a senior college. If a transfer is planned, senior college and university catalogs should be checked for validation.

			SEMESTER HOURS	
			1 Sem.	2 Sem.
FRESHMAN YEAR				
RT	100, 110	Technical Communications	3	3
BIO	1513, 1523	Anatomy and Physiology	3	3
EPY	1513	Psychology	3	
XT	100	Formulating X-Ray Techniques	4	
RT	110	Technical Mathematics	3	
SEC	1103	Typewriting*		3
XT	101	Radiation Therapy		3
XT	102	Fundamentals of X-Ray and Radium Physics		4
SUMMER				
SOC	2113	Sociology	3	
EPY	2513	Child Psychology	3	
XT	200	Nuclear Medicine	3	
XT	202	Nursing Procedure Pertaining to Radiology	3	
SOPHOMORE YEAR				
RT	225, 226	Technical Physics	3	3
RT	202	Technical Communications	2	
XT	210	Introduction to the Study of Diseases	4	
XT	211	Radiology of the Osseous System	6	
XT	213	Intra-Oral Radiography	3	
XT	221	Common Radiography Procedure with Contrast Media		6
XT	222	Special Radiography Procedures		6
SUMMER				
XT	230	Pediatric Radiography	6	
XT	231	Film Critique	6	

*Students who have had high school typewriting will take either SEC 2413 or ECO 2113.

XT 100 – Formulating X-Ray Techniques. General course which deals with the X-Ray film, chemicals, X-Ray machines to the finished product. Four semester hours.

XT 101 – Radiation Therapy. This introductory course is designed to provide the student with the basic methods involved in radiation therapy and nuclear medicine. Emphasis will be placed on types of radiation; tissue reaction; instrumentation; radiation protection; record keeping and administrative procedures. Two lecture and four laboratory hours per week. Four semester hours.

XT 102 – Fundamentals of X-Ray and Radium Physics. This course deals with simplified mathematics, electric current magnetism, electric generators and motors. The majority of the time is spent studying the principles of X-Ray equipment and the production of X-Rays, Gamma Rays as emitted by radium, X-Ray protection and measurements are taught. Four semester hours.

XT 202 – Nursing Procedure Pertaining to Radiology. Handling of patients, asepic techniques, tray set-up, artifical respiration, anesthesia, operating room and bedside radiography. Two lecture and two laboratory hours per week. Three semester hours.

XT 210 – Introduction to the Study of Diseases. This course familiarizes the student with causes of diseases, precautions that should be taken in the handling of sick patients. The students also become familiar with the functions of different systems of the body. Four semester hours.

XT 211 – Radiology of the Osseous System. Evaluation of patients as the habitus, topographical anatomy, projections and X-Ray Techniques for the entire skeleton. One and one half hour lecture and nine laboratory hours per week. Six semester hours.

XT 213 – Intra-Oral Radiography. Anatomy; landmarks; radiographic examinations and their purpose; protection. One semester hour.

XT 221 – Common Radiographic Procedures with Contact Media. Using contrast material, characteristics, and chemistry of different contrast materials, reaction to media, preparation and administration, proper radiographic projections, anatomy and physiology of organs studied. One and one half hour lecture and nine laboratory hours per week. Six semester hours.

XT 222 – Special Radiographic Procedure. Special radiographic equipment, different procedures and contrast material used, anatomy of parts involved. One and one half hour lecture and nine laboratory hours per week. Six semester hours.

XT 230 – **Pediatric Radiography.** Equipment and accessories, handling of children, systematic studies about the same as adults, techniques. One and one half hour lecture and nine laboratory hours per week. Six semester hours.

XT 231 – **Film Critique.** This course deals with the evaluation of the student's finished product, the exposed film. The student is taught what is expected and then criticized by film evaluation. Contrast density, gamma and other qualities are taught. Six semester hours.

An art student works on class project.

RELATED TECHNICAL COURSES

RT 100 – Technical Communications. Stresses fundamentals of general and written communications. A course to improve the use of the English language as a means of communication. The student studies the language starting with words, and progresses through their use in sentences, to the use of sentences in paragraphs, to the forms and uses of paragraphs. The scientific method and approach to writing is studied, as the means of starting the writing process. Three semester hours.

RT 101 – Technical Communications. Stresses fundamentals of oral and written communications. The broad subject matter of this course covers speech and technical correspondence. The student is instructed in the preparation and delivery of various types of speeches including parliamentary procedures. Technical correspondence covers such matters as business letters, memoranda, reports, work instructions and procedures. Three semester hours.

RT 104 – Occupational Essentials. Acquaints students with the history and philosophy of vocational-technical education and occupational materials. Familiarizes students with employment testing, resume writing and interview procedures. Helps students attain skills and attitudes in finding and maintaining a job. Three semester hours.

RT 106 – Technical Writing and Reports. This is a learning-by-doing course in communication skills which emphasizes improvements in reading, note taking, and information gathering, technical thinking as well as technical writing. Three semester hours.

RT 107 – Technical Drawing. Preliminary training is given in freehand drawing, shades and shadows, the use of instruments, geometric construction, isometric oblique and cabinet projection; the development of surfaces and intersections for sheet metal work. Preliminary and special lettering exercises are given. Four laboratory periods per week. Two semester hours.

RT 108 – Technical Drawing. This course offers advanced study of working drawing, detail and assembly, requiring self-reliance in the selection of views, sheet layout and manner of representation. Neatness, accuracy and economy of time are stressed. Four laboratory periods per week. Two semester hours.

RT 110 – Technical Mathematics. This course covers the slide rule; tables and interpolation, applications in geometry; introduction to algebra; linear equations in one unknown; functions and graphs; systems of linear equations; exponents and radicals; the Binomial Theorm; logarithms, exponential functions rate of growth; quadratic equations in one unknown; simultaneous quadratic equations and curve sketching; nonlinear empirical equations; ratio proportion, variation, progressions. Three semester hours.

RT 111 – Technical Mathematics. This course covers the right triangle; vectors and trigonometry; oblique triangles, trigonometric applications and review; vectors; trigonometric formulas, identifies, and equations, graphs of the trigonometric functions. Complex numbers and positions vectors. Three semester hours.

RT 113 – Descriptive Geometry. This course is designed to help solve drafting problems. A graphic study is made of the relative position of points, lines, planes, in space. Both auxiliary projections and rotations are used. Three semester hours.

RT 115 – Technical Physics. This course presents the fundamental principles, definitions, and terms of mechanics. Two lecture and two laboratory periods per week. Three semester hours.

RT 116 – Technical Physics. This course deals with the fundamental principles of magnetism and electricity. Two lecture and two laboratory periods per week. Three semester hours.

RT 130 – Properties of Materials. This course emphasizes fundamental concepts of material structure such as atomic theory orbitals, chemical bonding, atom structures, determining atomic weight, properties of materials, and basic laboratory procedures in evaluating chemical characteristics. Two lecture and four laboratory hours per week. Four semester hours.

RT 132 – Properties of Materials. This is a continuation of the procedures of RT 130 with heavy emphasis on structure engineering materials such as metals, concretes, bonding agents, and coating. Comprehensive coverage of carbon chemistry and oxidization chemistry are important elements. Two lecture and four laboratory hours per week. Four semester hours.

RT 202 – Technical Communications. An advanced course in oral and written communications. The communications instructor will coordinate with technical speciality instructors on oral and written student assignments in their specific technology. Three semester hours.

RT 204 – Foundations of Business. This course is designed to acquaint students with the general aspects of the business and industrial world, and primary consideration is given to the area of human relations, legal responsibilities, and economic considerations. Three semester hours.

RT 208 – Industrial Relations. This course deals with problems involving human relations and development of a foundation for dealing with superiors, associates, and subordinates. Practical discussions are held on applying for a job, including the application, interview, job evaluation and the first week on the job. Three semester hours.

RT 209-210 – Plane Surveying. A study is made of the theory and practice of surveying, including the use and care of instruments, land descriptions, and calculations, and the use of aerial photographs. Two lecture and two laboratory periods per week. Three semester hours.

RT 211 – Metal Processing. A study is made of the various methods by which metal can be shaped, formed, and changed. Emphasis is placed on the study of design and strength of metals. Practice will include work on metal lathes, drill presses, strength testing equipment, forging, and welding. One lecture and four laboratory periods per week. Three semester hours.

RT 212 – Technical Mathematics. This course covers: graphical methods of calculus; differentation; and integration. Three semester hours.

RT 213 – Supervisory Training Techniques. This includes a study of the supervisor's responsibility for developing employees through orientation and induction training and on-the-job training; job instruction; craft training; technical training; supervisory training and management development; cooperating with outside agencies; advisory committees. Three semester hours.

RT 230 – Properties of Materials. This is an introductory course to organic chemistry. Heavy emphasis is placed on hydrocarbons and aliphatic compounds and their derivatives. Two lecture and four laboratory periods per week. Four semester hours.

RT 321 – Properties of Materials. This is a continuation of RT 230. In depth study of aromatic compounds and their derivatives is carried out. Two lecture and four laboratory periods per week. Four semester hours.

Computer Programming

CPT 100 – Introduction to Computer Programming. This course introduces the beginning student to the equipment and terminology that is used in electronic data processing field. The basics of boolean algebra, computer logic are given special attention. The student is also introduced to the Fortran language. Prerequisite: High school algebra or be enrolled in RT 110. Four semester hours.

GROUP VIII VOCATIONAL

The following vocational programs lead to diplomas granted by the Mississippi Gulf Coast Junior College and are preparatory for employment upon graduation.

AIR CONDITIONING/REFRIGERATION

(Jefferson Davis Campus)

The Air Conditioning/Refrigeration program of 18 months (4 semesters) is designed to satisfy the fundamental needs of the beginner in the field of Air Conditioning Refrigeration. It is programmed to enable students to successfully enter and progress in the field of air conditioning/refrigeration installation, service and repair at the advanced learners level, to develop this basic knowledge and skill (after employment) for the improvement of his ability and employability.

The study of related basic theory and scientific principles is compiled with practical application and experience in varied laboratory experiences.

Either air conditioning or refrigeration may be taken as a nine month course or together or in sequence for 18 months.

Major Units of Instruction		Semester Hours
ACR 100	Introduction to Refrigeration	2
ACR 101	Refrigeration Systems	4
ACR 102	Heat and Temperature	4
ACR 103	Basic Methods of Heat Transfer	3
ACR 104	Refrigerants and Driers	1
ACR 105	Blue Print Reading (Part I)	2
ACR 106	Applied Mathematics (Part II)	2
ACR 201	Refrigeration Fittings and Tools	2
ACR 202	Principles of Charging and Testing	3
ACR 203	Basic Electricity for Refrigeration	3
ACR 204	Electricity Components of Refrigeration Systems	2
ACR 205	Electric Motors for Refrigeration	3
ACR 206	Refrigeration Controls	1
ACR 207	Industrial Safety	2
ACR 208	Communicative Skills	2
ACR 300	Introduction to Air Conditioning	3
ACR 301	Psychrometrics	4
ACR 302	Principles of Load Estimating	3
ACR 303	Applied Load Estimating	4
ACR 304	Blueprint Reading (Part II)	2
ACR 305	Applied Mathematics (Part II)	2
ACR 401	Air Distribution and Direct Design	4
ACR 402	Resident and Commercial Equipment	4
ACR 403	Air Conditioning Controls	3
ACR 404	Balancing the Air Conditioning System	3
ACR 405	Small Business Management	2
ACR 406	Cost Estimating	2
	(2160 Clock Hours) Total Semester Hours	72

ACR 100 – Introduction to Refrigeration. Gives students background knowledge in the history of "man-made cold", early experiments with food preservation, as well as modern uses of refrigeration. Sixty hours instruction. Two semester hours.

ACR 101 – Refrigeration Systems, Cycles and Classification. Gives students the knowledge of the different systems in use, the cycle and how the systems are classified. One hundred twenty hours instruction. Four semester hours.

ACR 102 – Heat and Temperature. This is the study of the nature and effect of heat energy in refrigeration, (latent and sensible heat). This unit also encompasses, temperature measurement, indicators, controls and recorders. One hundred twenty hours instruction. Four semester hours.

ACR 103 – Basic Methods of Heat Transfer. The study of heat transfer by conduction, convection and radiation. Insulation is included in this unit. Ninety hours instruction. Three semester hours.

ACR 104 – Refrigerants and Driers. Fundamentals of chemistry structure of elements and qualities of refrigerants will be studied in this unit. Thirty hours instruction. One semester hour.

ACR 105 – Blue Print Reading. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. Sixty hours instruction. Two semester hours.

ACR 106 – Applied Math. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions, decimals, percentages, averages, ration and proportion, trade formulas in applied geometry and trigonometry. Sixty hours instruction. Two semester hours.

ACR 201 – Refrigeration Fittings and Tools. This unit consists of piping properties, forming and joining. The different fittings and tools used are also included. Sixty hours instruction. Two semester hours.

ACR 202 – Principles of Charging and Testing. This is a study of the many different valves used in the refrigeration field. The principles of evacuation and charging equipment with refrigerant will be given. The methods of leak detection is also included in this unit. Ninety hours instruction. Three semester hours.

ACR 203 – Basic Electricity for Refrigeration. This unit consists of the electron theory, positive-negative charges, static electricity, current electricity, conductors, insulators, semi-conductors, transformers, and circuit protection. Ninety hours instruction. Three semester hours.

ACR 204 – Electrical Components of Refrigeration Systems. Consideration is given to the behavior of resistors, inductors, solenoids, relays and capacitors. Sixty hours instruction. Two semester hours.

ACR 205 – Electric Motors for Refrigeration. This unit consists of an indepth study of the principles, functions, operation and maintenance of all electric motors used in the refrigeration field. Ninety hours instruction.

ACR 206 – Refrigeration Controls. This unit gives instruction of the principles and operation of primary and secondary controls, limiting and safety controls, manual and automatic controls and actuating controls. Thirty hours instruction. One semester hour.

ACR 207 – Industrial Safety. Personal and team safety, safe use of hand and power tools of the trade, safe testing procedures, safe dress and habits, safe handling of the materials of the trade, use of fire fighting equipment, administering first aid. Sixty hours instruction. Two semester hour.

ACR 208 – Communicative Skills. Oral and written exercises for developing a speaking and writing ability as related to the trade. Sixty hours instruction. Two semester hours.

ACR 300 – Introduction to Air Conditioning. This unit is designed to give students the background knowledge in early applications of air conditioning, body comfort, air cycle for cooling and heating, and the basic refrigeration cycle. Ninety hours instruction. Three semester hours.

ACR 301 – Psychrometric. This unit consists of psychrometric and the psychrometric chart, application of psychrometric terms, psychrometric processes and advanced psychrometric processes. One hundred twenty hours instruction. Four semester hours.

ACR 302 – Principles of Load Estimating. This unit consists of sources of heat, cooling and heating load estimating guides and estimating the air conditioning load. Ninety hours instruction. Three semester hours.

ACR 303 – Applied Load Estimating. This unit entails the application of air conditioning load estimation for residential and commercial buildings. One hundred twenty hours instruction. Four semester hours.

ACR 304 – Blue Print Reading for Construction Trade II. This unit of instruction consists of the following topics: Roof types, plans, elevation structural framing, plumbing, electrical wiring, mill work, interior details, and specifications. Sixty hours instruction. Two semester hours

ACR 305 – Applied Math II. This unit of instruction is a continuation of applied Math I. Sixty hours instruction. Two semester hours.

ACR 401 – Air Distribution and Duct Design. This unit consists of instructions in air distribution of ducts and outlets with emphasis on duct sizing and duct design. One hundred twenty hours instruction. Four semester hours.

ACR 402 – Residential and Commercial Equipment. This unit consists of air conditioning equipment, the installation of residential and small commercial equipment, installing a water cooled self-contained unit, installing an air-cooled self-contained unit, components used on cooling, tower installations and water treatment of cooling towers. One hundred twenty hours instruction. Four semester hours.

ACR 403 – Air Conditioning Controls. This unit consists of air conditioning control termanology, basic functions of control systems, control action, control circuits, types of control circuits, system checkout, trouble shooting and pneumatic controls and their operational components. Ninety hours instruction. Three semester hours.

ACR 404 – Balancing the Systems. This unit is a practical application using such instruments as the anemometer, incline monometer with pitot tube, and velometer for the correct distribution of conditional air which is to be maintained throughout the air conditioning system. Ninety hours instruction. Three semester hours.

ACR 405 – Small Business Management. This course of instruction entails basic bookkeeping principles, letter writing, bid submittals, and basic labor laws. Sixty hours instruction. Two semester hours.

ACR 406 – Cost Estimating. This unit consists of the basic elements concerning planning and estimating. Sixty hours instruction. Two semester hours.

AUTOMOTIVE MECHANICS

(Jackson County and Perkinston Campuses)

The Automotive Mechanics Program is designed to provide each individual student an indepth educational experience in the automotive repair and automotive tune-up fields.

Major Units of Instruction			Semester Hours
AM	100-101-102	Automotive Engines	15
AM	103	Automotive Fuel Systems	3
AM	104	Electrical Systems	3
AM	105	Cooling Systems	2
AM	106-107	Suspension Systems	6
AM	108	Industrial Safety	1
AM	109	Welding and Burning	2
AM	110	Applied Mathematics	3
AM	111	Applied Science	2
AM	112	Power Trains	4
AM	200	Steering Systems	4
AM	201-202	Braking Systems	6
AM	203	Automotive Heating and Air Conditioning	3
AM	204-205	Automotive Transmissions	10
AM	206-207	Automotive Tune-Up	8
		(2160 Clock Hours) Total Semester Hours	72

AM 100-101-102 – Automotive Engines. General description of the engine; the four-stroke cycle; block and head, crankshaft; the piston and rod assembly; the camshaft; oil pump; engine chassis connections; and diagnostic methods. Four hundred fifty hours instruction. Five semester hours each.

AM 103 – Automotive Fuel Systems. Fuel-tank; lines; filters; pumps; carburetors; intake manifolds and air cleaners. Ninety hours instruction. Three semester hours.

AM 104 – Electrical Systems. Fundamental electrical data; starting circuits; charging and ignition systems; electrical accessories. Ninety hours instruction. Three semester hours.

AM 105 – Cooling Systems. Principles of cooling systems; operations; service of major components; system service; comparison of water-cooled and air-cooled engines. Sixty hours instruction. Two semester hours.

AM 106-107 – Suspension Systems. Tires; wheels, springs and shock absorbers; rear and front suspension; and other control members. One hundred eighty hours instruction. Three semester hours each.

AM 108 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of fire fighting equipment; administering first aid. Thirty hours instruction. One semester hour.

AM 109 – Welding and Burning. Strike and hold an arc; deposit a bead; run a series of passes in a flat position; metal joining; fundamentals of torch lighting, torch adjusting and holding; straight burning; angle burning. Sixty hours instruction. Two semester hours.

AM 110 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

AM 111 – Applied Science. Basic scientific principles; matter; measurements; precision measuring instruments; principles of lubrication; transfer of heat; properties of abrasives. Sixty hours instruction. Two semester hours.

AM 112 – Power Trains. Clutch and overdrive; sycromesh and automatic transmissions; propeller shafts; universal joints; rear axles; standard differentials. One hundred twenty hours instruction. Four semester hours.

AM 200 – Steering Systems. Steering gears and linkage; hydraulic pumps and lines; lubrication and service. One hundred twenty hours instruction. Four semester hours.

AM 201-202 – Braking Systems. Drum-type; disk-type, emergency brakes; master cylinders; wheel cylinders; vacuum boaster. One hundred and eight hours instruction. Three semester hours each.

AM 203 – Automotive Heating and Air Conditioning. Types of air conditioners; air conditioners installation, heaters and heater installations; all season air conditioning. Ninety hours instruction. Three semester hours.

AM 204-205 – Automotive Transmissions. Introduction; hydraulic control systems; service diagnosis, service in vehicle; air pressure test; aluminum thread repair; band adjustment; extension housing; seal bearings; gear shift linkage adjustment; hydraulic control pressure adjustment; hydraulic control pressure tests; lubrication; neutral start switch; parking lock components; throttle rod adjustment; valve body and accumulator piston; service out of the vehicle; assembly and subassembly removal; disassemble-assemble subassembly; installation of transmission; converter and other components; inspection and testing of assembly units. Three hundred hours instruction. Five semester hours each.

AM 206-207 – Automotive Tune-Up. Introduction; general information; diagnosis and testing in preparation for tune-up; electrical systems; ignition systems; charging systems; starting systems; distributor, plugs and conductors; starting motors, batteries and conductors; inspect, adjust, test, diagnose, repair and/or replace all parts of electrical systems. operate test equipment; distributor tester, generator tester, alternator tester, regulator tester; fuels, how refined, octane rating, storage; fuel systems, fuel tanks, lines, pumps; carburetors and carburetors and carburetion. Two hundred forty hours instruction. Four semester hours each.

CARPENTRY

**(Perkinston Campus, Jefferson Davis Campus
George County Occupational Training Center)**

This program is designed to prepare able bodied people for industry by providing training in the basic skills and technical knowledge of the carpentry trade with those tools, equipment and materials that are comparable to those used in local industry. This course of study is to be centered around the performance of useful and/or productive jobs.

Major Units of Instruction		Semester Hours
CAR 100	Industrial Safety	1
CAR 101	Basic Carpentry	5
CAR 102	Building Foundations	5
CAR 103	Blueprint Reading	3
CAR 104	Applied Mathematics	1
CAR 110	Floor Framing	2
CAR 111	Wall Framing	4
CAR 112	Roof Framing	6
CAR 114	Exterior Finishing	4
CAR 116	Interior Finishing	5
	(1080 Clock Hours) Total Semester Hours	36

CAR 100 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

CAR 101 – Basic Carpentry. Carpentry shop orientation and safety wood and lumber technology. Carpentry hand tools, portable electric tools, power floor equipment. To include elementary jobs such as building saw horses, scaffolds, mitre boxes, etc. One hundred fifty hours instruction. Five semester hours.

CAR 102 – Building Foundations. Layouts, batter boards, build and set foundation forms, column forms, step forms, floor slab forms, side walk slab forms. Set grade stakes and place reinforcing steel. One hundred fifty hours instruction. Five semester hours.

CAR 103 – Blueprint Reading. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. Ninety hours instruction. Three semester hours.

CAR 104 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers,

fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Thirty hours instruction. One semester hour.

CAR 110 – Floor Framing. Cut and erect box type sills, built up sills, grinders, floor joist, bridging, headers, trimmers and lay sub floor. Sixty hours instruction. Two semester hours.

CAR 111 – Wall Framing. Layout and erect walls and partitions, brace corners, layout cut and erect supporting beams, black out exterior walls. One hundred twenty hours instruction. Four semester hours.

CAR 112 – Roof Framing. Layout and erect ceiling joist, common rafters, hip rafters, valley rafters, and other roof framing members. To include sheathing, blacking out and finish roofing. One hundred eighty hours instruction. Six semester hours.

CAR 114 – Exterior Finishing. Includes installation of cornices, window frames, door frames, exterior siding, louvers, gables, moldings, steps and columns. One hundred twenty hours instruction. Four semester hours.

CAR 116 – Interior Finishing. Includes installation of ceiling striping, insulation, wall paneling, ceilings, Gypsum board, interior trim and cabinets. One hundred fifty hours instruction. Five semester hours.

P.E. Building: Jackson County Campus

CONSTRUCTION MANAGEMENT

(George County Occupational Training Center)

This course is intended to offer a program encompassing air conditioning and refrigeration, carpentry, plumbing, pipefitting and structural welding.

Students will receive instruction in the basic principles and techniques of the trade areas as follows:

Basic Units of Instruction	Semester Hours
Air Conditioning and Refrigeration	18
Carpentry	18
Plumbing/Pipefitting and Structural Welding	18
Total Semester Hours	54

At that point, the student will have basic marketable skills in each area. He now may return for one semester of advanced instruction in the trade area of his choice:

Advanced Units of Instruction		Semester Hours
(1)	Air Conditioning/Refrigeration, or	
(2)	Carpentry, or	
(3)	Plumbing/Pipefitting/Welding	18
(2160 Clock Hours)	Total Semester Hours	72

It is contemplated that graduates of this program will be employable in all areas and specialists in one. Because of the combination of broad and specific knowledge, the graduate should have the knowledge and understanding necessary for development into supervisory positions.

Special curricula in the various trade areas are as follows. The units of study listed include both basic and advanced outlines for each service area.

Air Conditioning and Refrigeration

Basic Air Conditioning and Refrigeration		Semester Hours
RAC 100	Industrial Safety	1
RAC 101	Introduction to Refrigeration	1
RAC 102	Heat and Temperature	5
RAC 103	Transfer of Heat	5
RAC 104	Analysis of Systems	6
	Total Semester Hours	18

Advanced Air Conditioning and Refrigeration		Semester Hours
RAC 110	Electrical Control Requirements in Systems	7
RAC 112	Troubleshooting Practicum	10
RAC 105	Applied Mathematics	1
	Total Semester Hours	18

NOTE: For descriptions of individual courses, see Refrigeration and Air Conditioning Listing.

Carpentry

Basic Carpentry		Semester Hours
CAR 100	Industrial Safety	1
CAR 101	Basic Carpentry	5
CAR 102	Building Foundations	5
CAR 110	Floor Framing	2
CAR 111	Wall Framing	4
CAR 104	Applied Mathematics	1
	Total Semester Hours	18

Advanced Carpentry		Semester Hours
CAR 112	Roof Framing	6
CAR 114	Exterior Finishing	4
CAR 116	Interior Finishing	5
CAR 103	Blueprint Reading	3
	Total Semester Hours	18

NOTE: For individual course descriptions see Carpentry listing.

Pipefitting-Plumbing

Basic Pipefitting-Plumbing		Semester Hours
PP 100-101	Pipe Fabrication and Plumbing Systems	4
PP 112	Industrial Safety	1
PP 114	Welding and Burning	2
PP 120	Applied Science	1
PP 118	Applied Mathematics	1
	Total Semester Hours	9

Advanced Pipefitting-Plumbing		Semester Hours
PP 102	Piping Systems Metallurgy	1
PP 103	Non-Destructive Testing	1
PP 110	Ship Construction	1
PP 111	Production and Quality Control Systems	1
PP 116	Blueprint Reading and Sketching	3
PP 118	Applied Mathematics	2
	Total Semester Hours	9

NOTE: For individual course description, see Pipefitting listing.

Structural Welding

Basic Structural Welding		Semester Hours
WLD 100	Shielded Metal Arc Welding	6
WLD 104	Metal Cutting	2
WLD 116	Industrial Safety	1
	Total Semester Hours	9

Advanced Structural Welding		Semester Hours
WLD 101	Shielded Metal Arc Welding	4
WLD 118	Blueprint Reading and Sketching	2
WLD 112	Pipe Welding	3
	Total Semester Hours	9

NOTE: For individual course descriptions, see Welding listing.

DENTAL ASSISTING
(Jefferson Davis Campus)

The dental assisting program is designed to provide the student with a general knowledge of the dental profession and the training and leadership necessary to prepare the student to perform efficiently the basic dental assisting skills. The program will offer both theory and clinical experience.

Major Units of Instruction	Clock Hours
First Semester	
Introduction to Dental Assisting	28
Pre-clinical Sciences	
Anatomy and Physiology	20
Nutrition	20
Microbiology	23
Psychology	34
Chairside Procedures I	140
Dental Anatomy	74
Pathology	15
Dental Material	98
Pharmacology	18
Radiography I	34
Second Semester	
Chairside Procedures II	100
English	50
Dental Practice Management	50
Radiography II	134
Dental Health Education	68
Clinical Practice	119
Post Conferences	60
Internship	320
Total Clock Hours	1405

DIESEL MECHANICS
(Jackson County Campus)

This diesel mechanics program draws heavily in course work from the automotive mechanics program. This program is constructed with the intent of providing the student a well rounded program of instruction in the field of diesel mechanics.

Graduates of automotive mechanics programs or experienced mechanics who can demonstrate competency equivalent to at least one year of automotive mechanics training may be considered for advanced standing, if requested, at the time of enrollment.

Major Units of Instruction			Semester Hours
AM	100	Automotive Engines	5
AM	103	Automotive Fuel Systems	3
AM	104	Electrical Systems	3
AM	105	Cooling Systems	2
AM	106-107	Suspension Systems	6
AM	108	Industrial Safety	1
AM	109	Welding and Burning	2
AM	110	Applied Mathematics	3
AM	111	Applied Science	2
AM	112	Power Trains	4
AM	200	Steering Systems	4
AM	201-202	Braking Systems	6
AM	203	Automotive Heating and Air Conditioning	3
DM	210-211	Diesel Head Assembly	6
DM	212-213-214	Diesel Block Assembly	12
DM	215-216	Diesel Fuel Systems	6
DM	218	Intake-Exhaust Blowers	4
		(2160 Clock Hours) Total Semester Hours	72

NOTE: For description of Automotive Mechanics section of this program see Automotive Mechanics program.

DM 210-211 – Diesel Head Assembly. Replace rocker-arm cover gaskets; remove head and clean for inspection and repair; remove carbon from the combustive chamber; inspect a head to determine if it requires resurfacing; grind the valve face and the valve stem and reface the rocker arm; replace and/or grind the valve seat; replace valve guides; install the rocker-arm assembly; clean and adjust the injectors; install head and torque the head bolts; adjust the valves on an operating engine; replace head bolts; adjust the valves on an *operating* engine; replace head gasket; diagnose headassembly malfunctions; blown gasket, fouled injector, burned valve, improper adjustments, etc. One hundred eighty hours instruction. Three semester hours each.

DM 212-213-214 – Diesel Block Assembly. Visually inspect the block assembly; disassemble and clean the block assembly for a visual inspection; check the pistons, cylinder sleeves, crankshaft, and camshaft for wear; check the piston

and pins; valve lifters, push rods, cam gear, bushing and hone to fit; check the connecting rod for alignment; check the piston and rod assembly for alignment; remove and replace cylinder sleeves; install the crankshaft and torque to specifications; install the piston and rod assembly; install the cam assembly; bushing, cam gear; inspect the oil pump for clearances and wear; install it in the block; install the oil pan and gaskets; diagnose block assembly malfunctions; worn or stuck rings and pistons, bearings failure, etc. Three hundred sixty hours instruction. Four semester hours each.

DM 215-216 – Diesel Fuel Systems. Replace jerk-type pump; rebuild jerk-type pump; rebuild pump for common-rail system; replace and/or service high-pressure fuel lines; test injectors; rebuild when necessary; check the fuel flow on each type of pump; adjust governors; diagnose problems in a fuel system with a jerk-type pump; diagnose problems in a common-rail fuel system. One hundred eighty hours instruction. Three semester hours each.

DM 218 – Intake-Exhaust Blowers. Service an oil-bath cleaner; replace a throw-away-type element in the air cleaner; install or replace intake pipes and manifold; rebuild/replace a rootes-type blower; replace an exhaust-driven turbocharger; run/replace the external oil line to the turbocharger; the lines from the turbocharger to the intake manifold; inspect the exhaust manifold and pipe for leaks; replace the gaskets, pipes, and mufflers; diagnose intake-system malfunctions (normally aspirated); diagnose problems in the intake system (rootes-type blower); diagnose problems in the intake system (turbo-charger). One hundred twenty hours instruction. Four semester hours.

INDUSTRIAL ELECTRICITY
(Jackson County Campus)

The electrical program is preparatory for job entry or may be of interest to the electrician who desires increased competency in the electrical field.

The training capabilities of this program include: knowledge of electrical theory, measurements, recognition and ability to accomplish electrical design, the technical knowledge required to use the tools of the trade and convert electrical drawings to finished jobs.

Major Units of Instruction			Semester Hours
IE	100	Electrical Theory	4
IE	102	Electrical Measurement and Devices	2
IE	104	Electrical Conductor Materials	3
IE	106	Electrical Equipment	5
IE	108	Electrical Tools	3
IE	110	Electrical Networks	4
IE	112-113	Electrical Systems	8
IE	114	Industrial Safety	1
IE	116	Blueprint Reading and Sketching	2
IE	118	Applied Mathematics	3
		(1080 Clock Hours) Total Semester Hours	36

IE 100 – Electrical Theory. The electron theory; laws of static charges; series circuits; parallel circuits; combination circuit; DC transmission characteristics; AC transmission modules; application modules; principles of recognition. One hundred twenty hours instruction. Four semester hours.

IE 102 – Electrical Measurement and Devices. Continuity test systems; voltage, amperage and resistance test systems; meters and meter movements; electronic volt, ohm, ammeter systems; signal generators; oscilloscope systems; induction measurement systems; watt meter systems; power factor measurements, gyncro-meter systems. Sixty hours instruction. Two semester hours.

IE 104 – Electrical Conductor Materials. AC and DC circuit conductors; multiple and single strand conductors; effects of heat on conduction and conductors; cryogenic conductors; non-metallic conductors; non-conductors, properties of chemicals in relation to electrical materials; semi-conductors and temperatures: effects of shape, size, coatings, corrosion, light, physical strain and motion on materials; types, forms and materials make-up of hardware used in the trade; shieldings; raceways; housing; economics considerations in material utilization; consideration of utilization from the standpoint of workability. Ninety hours instruction. Three semester hours.

IE 106 – Electrical Equipment. Heating devices; switching equipment; remote control devices; controllers; transformers; coils; resistors; capacitors; relays;

lighting equipment; switch board and bus systems; converters; inverters; rectifiers; timing devices; generators; motors; consumer appliances; commercial and industrial equipment; teletype, office machines; measuring machinery; radar systems; speed control equipment; photo electric and heat detection equipment; chemical and environment sensors. One hundred fifty hours instruction. Five semester hours.

IE 108 – Electrical Tools. A study of the tools of the electrical trade; care and storage; maintenance and repair; planning tool use with regard to portability, work economy and preservation; quality tool procurement. Ninety hours instruction. Three semester hours.

IE 110 – Electrical Networks. AC and DC network systems employing resistances, capacitance and switching elements; motor starter lighting, instrument, switchboard and multiphase systems; trouble shooting networks. One hundred fifty hours instruction. Five semester hours.

IE 112-113 – Electrical Systems. Commercial, home industrial and marine lighting systems; heating, air conditioning and machine power systems; power supply systems; water supply and emergency systems; installation, checkout, inspection, trouble shooting commercial, industrial and marine electrical systems. Two hundred fourty hours instruction. Four semester hours each.

IE 114 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

IE 116 – Blueprint Reading and Sketching. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. Sixty hours instruction. Two semester hours.

IE 118 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

INDUSTRIAL ELECTRICITY/ELECTRONICS

(Jefferson Davis Campus)

The industrial electricity/electronics program is preparatory for job entry to the electrician who desires increased competency in the electrical media.

The training capabilities of this program include: knowledge of electrical theory, measurements, principles of residential-commercial and industrial wiring, power distribution, control of motors and industrial instrumentation principles.

Major Units of Instruction		Semester Hours
ELE 100	Electrical Theory	4
ELE 101	Principles of D.C. Circuits	4
ELE 102	Principles of A.C. Circuits	4
ELE 103	Electrical Power Systems	2
ELE 104	Blueprint Reading (Part I)	2
ELE 105	Applied Mathematics (Part I)	2
ELE 200	Wiring Theory and Practices	6
ELE 201	Wiring of Residences	6
ELE 202	Non-residential Applications	2
ELE 203	Industrial Safety	2
ELE 204	Communicative Skills	2
ELE 301	Electric Machines	5
ELE 302	Electro-mechanical Motor Controls	5
ELE 303	Industrial Power Distribution	4
ELE 304	Blueprint Reading (Part II)	2
ELE 305	Applied Mathematics (Part II)	2
ELE 401	Industrial Electronics I	3
ELE 402	Industrial Electronic Control I	3
ELE 403	Industrial Electronics II	4
ELE 404	Industrial Electronic Control II	4
ELE 405	Small Business Management	2
ELE 406	Cost Estimating	2
	(2160 Clock Hours) Total Semester Hours	72

ELE 100 – Electrical Theory. The electron theory; structure of matter; laws of charges; chemical cells; Ohm's laws, Watt's laws; Kirchoff's laws; characteristics of direct current circuits; characteristics of alternating current circuits. One hundred twenty hours instruction. Four semester hours.

ELE 101 – Principles of Direct Current Circuits. Circuit structure for series; parallel; series-parallel direct current resistive circuits. Applications of electrical laws to direct current circuit analysis. One hundred twenty hours instruction. Four semester hours.

ELE 102 – Principles of Alternating Current Circuits. Applications of the principles of electro-magnetic induction, permanent magnets, inductance properties, capacitiance properties, metering instruments, alternating current circuits containing inductance, capacitance including series, parallel and series-parallel

combinations, power factors and circuit analysis. One hundred twenty hours instruction. Four semester hours.

ELE 103 – Electrical Power Systems. This unit of instruction consists of instruction in the types of power supplies used with commercial power systems, single phase, polyphase wye and delta systems. Sixty hours instruction. Two semester hours.

ELE 104 – Blueprint Reading. This unit of instruction includes basic concepts of blueprint reading as pertains to the construction trades, basic sketching and design, understanding of symbols and their uses. Sixty hours instruction. Two semester hours.

ELE 105 – Applied Mathematics. Addition, subtraction, multiplication and division of whole numbers and fractions. Ration and percentages, square roots, raising to powers, positive and negative numbers, logarithims and basic vector algebra. Sixty hours instruction. Two semester hours.

ELE 200 – Basic Wiring Theory and Practices. Detailed study of the National Electrical Code, service entrance requirements, branch circuit requirements, heating devices, appliances, hazardous locations, general wiring requirements, rough-in and trim-out of residential service requirements. One hundred eighty hours instruction. Six semester hours.

ELE 201 – Actual Wiring of Residences and Farms. Calculating the requirements for 100 ampere, 150 ampere and 200 ampere total electric services, installation of service entrance equipment, and layout and installation of branch circuits in residences and farms. One hundred eighty hours instruction. Six semester hours.

ELE 202 – Actual Wiring of Non-Residential Projects. Servicing of commercial and industrial heating and cooling devices, industrial and commercial lighting techniques, commercial and industrial enclosures and their applications. Sixty hours instruction. Two semester hours.

ELE 203 – Industrial Safety. Proper care and maintenance of hand and shop tools, principles of first aid, laws pertaining to the Occupational Safety and Health Act (OSHA) Conducting of safety inspections. Sixty hours instruction. Two semester hours.

ELE 204 – Communicative Skills. Techniques of business writing, fundamentals of speech, evaluation of technical materials, letters of introduction. Sixty hours instruction. Two semester hours.

ELE 301 – Electric Machines. Theory and operation of direct current generators, types of generators, theory and operation of direct current motors, types of direct current motors. Theory and operation of alternating current generators, theory and operation of alternating current motors, types of alternating current motors. One hundred fifty hours instruction. Five semester hours.

ELE 302 – Electro-Mechanical Motor Controls. Circuit symbols, and circuit lay-out for electro-mechanical control of motors. Alternating current and direct current applications. Hardware necessary to control motors, speed control methods for motors. One hundred fifty hours instruction. Five semester hours.

ELE 303 – Industrial Electric Power Distribution. A study of the design and requirements of a modern industrial power distribution system. In plant maintenance for control circuits required in power distribution technology. One hundred twenty hours instruction. Four semester hours.

ELE 304 – Blueprint Reading (Part II). Design and construction of blueprints associated and related to the construction trades. Analysis of electrical, air conditioning and refrigeration, plumbing metal, and carpentry related prints. Sixty hours instruction. Two semester hours.

ELE 305 – Applied Mathematics (Part II). Algebraic functions, equations, use of calculators, principles of the slide rule, complex numbers, complex fractions, trigonometry. Sixty hours instruction. Two semester hours.

ELE 401 – Industrial Electronics I. Basic theory and operating characteristics of vacuum tubes and gaseous control tubes. Application of these principles to electronic circuits. Ninety hours instruction. Three semester hours.

ELE 402 – Industrial Electronic Control I. The application of electron tube circuits for control of motors, temperature, welding processes, lighting control and how these circuits are used in the manufacturing process. Ninety hours instruction. Three semester hours.

ELE 403 – Industrial Electronics II. Basic theory and operating characteristics of solid-state devices, including diodes, PNP and NPN transistors, tunnel diodes, zener diodes, silicon controlled rectifiers, field effect transistors, diacs and triacs. One hundred twenty hours instruction. Four semester hours.

ELE 404 – Industrial Electronic Control II. The application of solid-state circuits in systems control. The associated wiring applications of typical solid-state control circuits as used in industry. One hundred twenty hours instruction. Four semester hours.

ELE 405 – Small Business Management. Procedures involved in the making of contractual agreements, administration techniques of managing business, steps involved in setting up a small business, forms required, tax laws, state laws and federal laws. Sixty hours instruction. Two semester hours.

ELE 406 – Cost Estimating. Extracting of information from blueprints and specification sheets to determine total time and materials required. Use of cost estimation forms, writing of total cost estimates, preparing bid sheets. Sixty hours instruction. Two semester hours.

MACHINE SHOP
(Jackson County Campus)

The machinist training is preparatory for job entry as a machinist or may be used to supplement the knowledge and skills of the employed machinist who desires increased competency in his occupational field.

Individuals completing this program will be capable in such areas as: production of shop sketches, interpretation of machinery drawings, perform operations on the lathe, shaper, milling machine, drill press, grinders and planers.

Major Units of Instruction			Semester Hours
MS	100	Bench Work	1
MS	102	Power Saws	1
MS	103-104-105	Engine Lathe Operations	12
MS	106	Drilling Machines	1
MS	107	Shaper Operations	2
MS	108-110	Milling Machine Operations	6
MS	111	Grinding Machines	3
MS	112	Industrial Safety	1
MS	113	Welding and Burning	2
MS	114	Bluepring Reading and Sketching	2
MS	115	Applied Mathematics	3
MS	116	Applied Science	2
		(1080 Clock Hours) Total Semester Hours	36

MS 100 – Bench Work. Cut with handsaws and cold chisels; thread with tap and dies; file soft and hard metals; ream using metal fasteners and tools for assembling; polish with abrasive and crocus cloth; measure with an outside micrometer, comparitor, semiprecision tools; trammel points, depth gage, and with adjustable parallel; drill with hand and with power hand drill; sand with bench sander and portable power sander; grind with portable hand grinder. Thirty hours instruction. One semester hour.

MS 102 – Power Saws. Straight and angular cutting with power hacksaw; straight, angular and contour cutting with band saw. Thirty hours instruction. One semester hour.

MS 103-104-105 – Engine Lathe Operations. Turning between centers; boring; recessing and grooving inside diameters; facing; drilling; threading; taper turning and tool post grinding; use of lathe accessories. Three hundred sixty hours instruction. Four semester hours each.

MS 106 – Drilling Machines. Straight drilling of flat and round stock; counterboring; reaming; tapping; spotfacing, counter-sinking for machine screws. Thirty hours instruction. One semester hour.

MS 107 – Shaper Operations. Horizontal, angular, and vertical milling; groove shaping; external and internal keyways; serrating. Sixty hours instruction. Two semester hours.

MS 108-110 – Milling Machine Operations. Horizontal and vertical surface milling; end milling, slotting and keyseating with horizontal mill; angle milling; spur-gear milling; plain indexing with horizontal milling; boring; reaming; drilling; spot facing; counter-boring with vertical mill; slotting on vertical mill. One hundred eighty hours instruction. Three semester hours each.

MS 111 – Grinding Machines. Sharpening hand tools using a bench grinder, form grinding; plain surface grinding with horizontal surface grinder; face-grinding with horizontal surface grinder. Ninety hours instruction. Three semester hours.

MS 112 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

MS 113 – Welding and Burning. Strike and hold an arc; deposit a bead; run a series of passes in a flat position; metal joining; fundamentals of torch lighting, torch adjusting and holding; straight burning; angle burning. Sixty hours instruction. Two semester hours.

MS 114 – Blueprint Reading and Sketching. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions. prepare shop sketches and read working drawings as applied to the trade. Sixty hours instruction. Two semester hours.

MS 115 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

MS 116 – Applied Science. Basic scientific principles; matter; measurements; precision measuring instruments; principles of lubrication; transfer of heat; properties of abrasives. Sixty hours instruction. Two semester hours.

METAL TRADES
(Jefferson Davis Campus)

This course is designed to develop entry level knowledge and skills in those trainees having an identifiable goal of becoming gainfully employed at the learner level in one of the trades included in the metal trades cluster namely; machinist, sheetmetal worker and combination welder.

Major Units of Instruction			Semester Hours
VM	101	Introduction to Metal Trades	3
VM	102	Geometric Layout and Measuring Devices	4
VM	103	Sheet Metal Layout, Forming and Fastening	4
VM	104	Oxyacetylene Cutting and Welding	3
VM	105	Blue Print Reading	2
VM	106	Applied Mathematics (Part 1)	2
VM	201	Arc Welding Processes	3
VM	202	Gas-Arc Welding Processes	4
VM	203	Fundamentals of Machine Tool Equipment	3
VM	204	Machine Tool Applications	4
VM	205	Industrial Safety	2
VM	206	Communicative Skills	2
		(1080 Clock Hours) Total Semester Hours	36

VM 101 – Introduction to Metal Trades. This unit consists of a broad look at all other major units of instruction with particular emphasis on types of metals, common metal shapes, metal storage, material handling and material conservation. Ninety hours instruction. Three semester hours.

VM 102 – Geometric Layout and Measuring Devices. This unit covers the fundamentals of geometric designs, use and care of measuring and layout tools and basic techniques of making measurements, and layout of metal. One hundred twenty hours instruction. Four semester hours.

VM 103 – Sheetmetal, Layout, Forming, Fastening. This unit involves layout and forming sheetmetal patterns, forming them into solid geometrical shapes and complex objects, and using the many various methods and techniques of permanently fastening sheetmetal joints. One hundred twenty hours instruction. Four semester hours.

VM 104 – Oxyacetylene Cutting and Welding. This unit covers the construction of oxyacetylene equipment and the necessary safety precautions. Theory and practice of welding, brazing, hand and machine cutting with oxyacetylene equipment is taught. Ninety hours instruction.

VM 105 – Blueprint Reading. This unit of instruction includes basic concepts of blueprint reading as pertains to the construction trades, basic sketching and design, understanding of symbols and their uses. Sixty hours instruction. Two semester hours.

VM 106 – Applied Mathematics. Addition, substraction, multiplication and division of whole numbers and fractions, ratio and percentages, square roots, raising to powers, positive and negative numbers, logarithims and basic vector algebra are taught in this unit. Sixty hours instruction. Two semester hours.

VM 201 – Arc Welding Processes. This unit consists of theory and practice of arc welding using stick electrodes and AC and DC and power sources. Ninety hours instruction. Three semester hours.

VM 202 – Gas - Arc Welding Processes. This unit covers theory and techniques of welding with wire fed gas shielded equipment and hand fed shielded processes for mild steels, aluminum and stainless steels. One hundred twenty hours instruction. Four semester hours.

VM 203 – Fundamentals of Machine Tool Equipment. This unit consists of theory of tool design, tool sharpening, sawing, drilling and grinding, and other basic machining operations. Ninety hours instruction. Three semester hours.

VM 204 – Machine Tool Applications. This unit involves complex operations and set-up of machine tools, including milling machines (manual and tape programed), metal shaper, and lathes. One hundred twenty hours instruction. Four semester hours.

VM 205 – Industrial Safety. Proper care and maintenance of hand and shop tools, principles of first aid, laws pertaining to the Occupational Safety and Health Act (SHA). Conducting of safety inspections. Sixty hours instruction. Two semester hours.

VM 206 – Communicative Skills. Techniques of business writing, fundamentals of speech, evaluation of technical materials and letters of introduction. *Sixty* hours instruction. Two semester hours.

OPERATING ENGINEER
(Jefferson Davis Campus)

The operating engineer program is preparatory for job entry into the field of general maintenance.

This course is to provide a well rounded education in operating and maintenance practices connected with the building trades.

Major Units of Instruction		Semester Hours
VOE 101	Introduction to Plumbing	3
VOE 102	Plumbing Lab	4
VOE 103	Introduction to Metal Trades	3
VOE 104	Metal Trades Lab	4
VOE 105	Blueprint Reading (Part I)	2
VOE 106	Applied Mathematics (Part I)	2
VOE 201	Introduction to Carpentry	3
VOE 202	Carpentry Lab	4
VOE 203	Introduction to Brick and Blocklaying	3
VOE 204	Brick and Blocklaying Lab	4
VOE 205	Industrial Safety	2
VOE 206	Communicative Skills	2
VOE 301	Introduction to Industrial Electricity	3
VOE 302	Industrial Electricity Lab	4
VOE 303	Introduction to Industrial Electronics	3
VOE 304	Industrial Electronics Lab	4
VOE 305	Blueprint Reading (Part II)	2
VOE 306	Applied Mathematics (Part II)	2
VOE 401	Introduction to Refrigeration	3
VOE 402	Refrigeration Lab	4
VOE 403	Introduction to Air Conditioning	3
VOE 404	Air Conditioning Lab	4
VOE 405	Small Business Management	2
VOE 406	Cost Estimating	2
	(2160 Clock Hours) Total Semester Hours	72

VOE 101 – Introduction to Plumbing. This course of instruction entails background knowledge and the history of the plumbing history. It is also designed to train the students in the fundamentals and principles of plumbing theory. It teaches subjects such as the use of hand tools, safety, the sewer system, drainage system, hot and cold water systems, plumbing codes and fixture unit systems. Ninety hours instruction. Three semester hours.

VOE 102 – Plumbing Lab. This course of instruction is the practical aspects of plumbing. The students will be expected to perform working tasks such as repair of values, rough-in, planning and estimating of the plumbing systems, size and install sewer systems, drainage systems, hot and cold water systems and setting fixtures. One hundred twenty hours instruction. Four semester hours.

VOE 103 – Introduction to Metal Trades. This course of instruction involves the learning theories of arc welding, gas welding and lathe operations. Ninety hours instruction. Three semester hours.

VOE 104 – Metal Trades Lab. This course is the practical application phase. The student will perform such tasks as: making vertical, horizontal and overhead passes using the arc welding theories, utilize gas welding equipment, lathe operating procedures and layout of sheet metal projects. One hundred twenty hours instruction. Four semester hours.

VOE 105 – Blueprint Reading (Part I). This unit of instruction includes basic concepts of blueprint reading as pertains to the construction trades. Basic sketching and design, understanding of symbols and their uses. Sixty hours instruction. Two semester hours.

VOE 106 – Applied Mathematics (Part I). Addition, subtraction, multiplication and division of whole numbers and fractions and ratio and percentage. Square roots, raising to powers, positive and negative numbers, logarithims and basic vector algebra. Sixty hours instruction. Two semester hours.

VOE 201 – Introduction to Carpentry. This course will afford the student an opportunity to become familiar with the hand tools and power tools along with instructions on the utilization and care of these tools. Further instructions on: footings and foundations, floor framing, wall and ceiling framing, roof framing and the necessary material needed to enclose a structure is given. Ninety hours instruction. Three semester hours.

VOE 202 – Carpentry Lab. This course of instruction is the practical aspects of carpentry. The student will perform various tasks (projects) utilizing the various theories of carpentry. One hundred twenty hours instruction. Four semester hours.

VOE 203 – Introduction to Brick and Blocklaying. This course consists of the history and development of brick and blocklaying, theories, tools and equipment required to perform these tasks and the fundamentals of laying bricks and blocks to a line. Ninety hours instruction. Three semester hours.

VOE 204 – Brick and Blocklaying Lab. This course gives the student the opportunity of practical application of brick and block laying theories. One hundred twenty hours instruction. Four semester hours.

VOE 205 – Industrial Safety. Proper care and maintenance of hand and shop tools, principles of first aid, laws pertaining to the Occupational Safety and Health Act (OSHA). Conducting of safety inspection. Sixty hours instruction. Two semester hours.

VOE 206 – Communicative Skills. Techniques of business writing, fundamentals of speech, evaluation of technical materials, letters of introduction. Sixty hours instruction. Two semester hours.

VOE 301 – Introduction to Industrial Electricity. This course is designed to train the student in the fundamentals and principles of basic electrical theory and its application to electrical technology. Ninety hours instruction. Three semester hours.

VOE 302 – Industrial Electricity Lab. This course is designed for the practical application of residential, commercial and industrial wiring concepts as outlined in the American Standards Institute. One hundred twenty hours. Four semester hours.

VOE 303 – Introduction to Industrial Electronics. This course is to provide the student with the basic background in electronic theory and the concepts of the application of electronic control devices in industry. Ninety hours instruction. Three semester hours.

VOE 304 – Industrial Electronics Lab. Practical applications will be control panel hook-ups, motor and motor controls, instrumentation techniques used by industry. One hundred twenty hours instruction. Four semester hours.

VOE 305 – Blueprint Reading (Part II). Design and construction of blueprints associated and related to the construction trades, analysis of electrical, air conditioning and refrigeration, plumbing, metal and carpentry related prints. Sixty hours instruction. Two semester hours.

VOE 306 – Applied Mathematics (Part II). Algebraic functions, equations, use of calculators, principles of the slide rule, complex numbers, complex fractions, trigonometry. Sixty hours instruction. Two semester hours.

VOE 401 – Introduction to Refrigeration. This course of instruction teaches the student the basic principles of the refrigeration theory and theoretical applications associated with a basic refrigeration system. Ninety hours instruction. Three semester hours.

VOE 402 – Refrigeration Lab. Practical applications of the refrigeration theories which teach the student how to repair, service and install various refrigeration appliances or systems. One hundred twenty hours instruction. Four semester hours.

VOE 403 – Introduction to Air Conditioning. This course of instruction is designed to let the student progress at his own pace. This course entails those subjects which can best be utilized by operating engineers, such as: body comfort ranges, air cycles, psychometrics, load estimating, air distribution equipment, controls and balancing of a system. Ninety hours instruction. Three semester hours.

VOE 404 – Air Conditioning Lab. This course entails the application of air conditioning load estimation for residential and commercial buildings. One hundred twenty hours instruction. Four semester hours.

VOE 405 – Small Business Management. Procedures involved in the making of contractual agreements, administration techniques of managing business, steps involved in setting up a small business, forms required, tax laws, state laws and federal laws. Sixty hours instruction. Two semester hours.

VOE 406 – Cost Estimating. Extracting of information from blueprints and specification sheets to determine total time and materials required. Use of cost estimation forms, writing of total cost estimates, preparing bid sheets. Sixty hours instruction. Two semester hours.

The baseball team copped the state championship for the ninth consecutive year.

PIPEFITTING/PLUMBING

(Jackson County Campus and George County Occupational Training Center)

The pipefitting/plumbing program of nine months duration is designed to prepare the student for job entry or to supplement the education and training of the employed pipefitter or plumber who desires increased competence in his occupational field.

The graduate pipefitting/plumbing student will be able to sketch piping systems, read working drawings, fabricate and install piping systems.

Major Units of Instruction			Semester Hours
PP	100-101-102	Pipe Fabrication and Plumbing Systems	15
PP	103	Piping Systems Metallurgy	2
PP	104	Non-Destructive Testing	2
PP	110	Ship Construction	2
PP	111	Production and Quality Control Systems	1
PP	112	Industrial Safety	1
PP	114	Welding and Burning	2
PP	116-117	Blueprint Reading and Sketching	6
PP	118	Applied Mathematics	4
PP	120	Applied Science	1
		(1080 Clock Hours) Total Semester Hours	36

PP 100-101-102 – Pipe Fabrication and Plumbing Systems. Pipe Fabrication: Pipefitting handtools; bending machine, calculation of true length of pipe through bends; tangent point measurements; calculations involving pipe wall thickness, clearance and diameters; precision instruments-micrometers, vernier calipers, protractors, dial indicator, feeler gages; techniques of pipefitting for joint design; pipe system components; pipe station work.

Plumbing Systems: Pipes; fittings; vents hot and cold water systems; fixtures, testing; soft soldering; makeup cast iron joints; fit up plastic pipe; drainage systems; regulatory requirements. Four hundred fifty hours instruction. Five semester hours each.

PP 103 – Piping System Metallurgy. Heating; squenching; stress relieving; annealing; affects of welding upon the metal properties of various piping materials; affects of temperature on piping materials; galvonic action of dissimilar metals; corrosion affects of salt water; methods of identification – spark test, file test, color code and number code. Sixty hours instruction. Two semester hours.

PP 104 – Non-Destructive Testing. Concepts and skills for non-destructive testing piping systems-liquid penetrant, inspection, radiography, magnetic particles, ultrasonic, hydrostatic; air flow testing and heat runs. Sixty hours instruction. Two semester hours.

PP 110 – Ship Construction. Includes terminology and reference line study in ship construction as applied to pipe fabrication and piping system installations aboard ship. Code requirements and regulations. Sixty hours instruction. Two semester hours.

PP 111 – Production and Quality Control Systems. Procedure for the smooth flow of materials and quality control in the construction of ships materials purchases, warehousing and control; inspection requirements of ship contracts. Thirty hours instruction. One semester hour.

PP 112 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

PP 114 – Welding and Burning. Strike and hold an arc; deposit a bead; run a series of passes in a flat position; metal joining; fundamentals of torch lighting, adjusting and holding; straight burning; angle burning. Sixty hours instruction. Two semester hours.

PP 116-117 – Blueprint Reading and Sketching. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. One hundred eighty hours instruction. Three semester hours each.

PP 118 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. One hundred twenty hours instruction. Four semester hours.

PP 120 – Applied Science. Basic scientific principles; matter; measurements; precision measuring instruments; principles of lubrication; transfer of heat; properties of abrasives. Thirty hours instruction. One semester hour.

OPERATING ROOM TECHNICIAN
(Surgical Technician)
(Jefferson Davis Campus)

The surgical technician program is designed to train individuals to function in an operating room or other areas of asepsis under the direct and continuous supervision of qualified registered nurses and surgeons. The student advances from classroom and lab to actual operating room experiences during the 12 month course.

Major Units of Instruction	Clock Hours
Introduction, Vocational Relations	50
Structure, Function	50
Related Principles of Chemistry and Physics	10
Nutrition and Health	30
Microbiology, Asepsis and Sterilization	30
First Aid	10
Introduction to Anesthesia	10
Operating Room Principles	160
Operating Room Procedures: (theory)	290
Clinical experiences, on-the-job training by rotation through operation room at Memorial Hospital at Gulfport	740
Total Clock Hours	1380

PRACTICAL NURSING

(Jefferson Davis Campus, Jackson County Campus, and George County Occupational Training Center)

This program is designed to prepare students to become Licensed Practical Nurses. Students spend the first few weeks in classroom and laboratory work, gradually progressing to hospital learning experiences under the supervision of qualified instructor nurses. Upon successful completion of this course, students are eligible to write the State Board Examination to become Licensed Practical Nurses.

Major Units of Instruction			Semester Hours
PN	100	Vocational Adjustments	1
PN	101	Health	1
PN	102	Nursing I	9½
PN	103	Body Structure and Function	2
PN	104	Nutrition	1
PN	105	Growth and Development	1
PN	200	Nursing II (Introduction – Medical and Surgical Drug Technique)	5
PN	202	Nursing III (Medicine and Surgery of all ages – Children, Adults, Aged and Chronically Ill)	16½
PN	204	Nursing IV (Mothers and Newborn)	4½
PN	206	Nursing V (Mental and Emotional)	2½
PN	208	Comprehensive Nursing	4
		(1730 Clock Hours) Total Semester Hours	48

(Theory Classes 30:1 – 570 hours)
(Clinical Laboratory experiences 40:1 – 1160 hours)

PN 100 – Vocational Adjustments. Includes orientation and introduction to practical nursing and the role of the practical nurse in the health field. Thirty hours instruction. One semester hour.

PN 101 – Health. The study of personal, family and community health. Thirty hours instruction. One semester hour.

PN 102 – Nursing I. This course presents a foundation structure for learning how to nurse patients. It provides a foundation which is used in all nursing courses in the curriculum. Three hundred forty five hours instruction. (Including clinical laboratory experiences.) Nine and one half semester hours.

PN 103 – Body Structure and Function. This course provides basic information about the normal human body that is essential in giving safe, effective nursing care. Sixty hours instruction. Two semester hours.

PN 104 – Nutrition. This course is designed to provide the framework for the student to see relationships between physical well-being and nourishment, and the mental well-being and nourishment. Thirty hours instruction. One semester hour.

PN 105 – Growth and Development. This course is designed to provide insight into the normal pattern of growth and development from conception until death. It includes physical, mental, social, and emotional developmental processes. Thirty hours instruction. One semester hour.

PN 200 – Nursing II. Introduction to conditions of illness and includes causes, body's response, symptoms, diagnostic procedures, treatment, and related terminology. It includes fundamentals of drug therapy and safe techniques of administration. One hundred eighty hours instruction (including clinical laboratory experiences). Five semester hours.

PN 202 – Nursing III. It is designed to prepare the student to learn to meet the nursing needs of patients with medical-surgical conditions. It includes children, adults, aged, and chronically ill. Six hundred hours instruction (including clinical laboratory experiences). Sixteen and one half semester hours.

PN 204 – Nursing IV. This course is designed to learn to meet the special needs of the mother during pregnancy, labor and delivery and post-delivery. It also emphasizes the unique needs of the newborn. One hundred sixty five hours instruction (including clinical laboratory experiences). Four and one half semester hours.

PN 206 – Nursing V. This course is designed to provide the student with a basic understanding of mental and emotional needs in health and in illness. It includes instruction in observation and recognition of signs and symptoms indicating possible mental and emotional problems. Ninety hours instruction (including clinical laboratory experiences). Two and one half semester hours.

PN 208 – Comprehensive Nursing. Provides opportunity for application of foundation and strengthening skills learned for performing in roles I and II. This is the time for transition from student to graduate practical nurse. One hundred sixty hours instruction (laboratory experience). Four semester hours.

PRINTING
(Perkinston Campus)

Printing is a program two years in length. The first year is letterpress printing and the second year is Offset Printing, however, this order may be reversed if the student so desires.

Letterpress Printing

This program is two semesters in length and is a basic course preparatory for the printing trades. Successful completion qualifies the individual for job entry into the printing trades as type setters, linetype operators, newspaper make up, and book binders.

Major Units of Instruction			Semester Hours
PRT	100	Industrial Safety	1
PRT	101	Applied Mathematics	3
PRT	102	Applied Science	2
PRT	103-104	Linecasting Machines	10
PRT	110	Strip Casting Materials	2
PRT	111	Letterpress Presses	5
PRT	112	Type Composition	5
PRT	113	Type Setting Lock-Up Methods	2
PRT	114	Ink and Paper Applications	2
PRT	120	Type Layout and Design	2
PRT	121	Press Operation and Maintenance	2
		(1080 Clock Hours) Total Semester Hours	36

Offset Printing

This program is two semesters in length. Satisfactory completion will prepare the student to enter the offset printing trade with an understanding of printing fundamentals.

Major Units of Instruction			Semester Hours
PRT	200	Industrial Safety	1
PRT	201	Applied Mathematics	3
PRT	202	Applied Science	2
PRT	203	Job Planning and Layout	3
PRT	204	Bindery Operations	4
PRT	210	Type Composition	1
PRT	211	Camera Fundamentals	5
PRT	212	Platemaking Fundamentals	4
PRT	213	Inking Types and Processes	3
PRT	214-215	Offset Presses	10
		(1080 Clock Hours) Total Semester Hours	36

PRT 100 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

PRT 101 – Applied Mathematics. A basic course for trade occupations program: Problem solving as applied to the trade in whole numbers; fractions; decimals; percentages; averages, ratio and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

PRT 102 – Applied Science. Basic scientific principles as they relate to trade occupation: matter; measurement, precision, measuring instruments; principles of lubrication; heat transfer; properties of light. Sixty hours instruction. Two semester hours.

PRT 103-104 – Linecasting Machines. A study in the set up, keyboard use, matrices as well as maintenance of linecasting machines. Emphasis is on laboratory exercise. Three hundred hours instruction. Five semester hours each.

PRT 110 – Strip Casting Materials. Laboratory as well as classroom practices in materials used in strip casting operation. Lead types, slugs, wood, metal, furniture and reglets are studied. Sixty hours instruction. Two semester hours.

PRT 111 – Letterpress Presses. An in-depth look at hand operated and automatic presses. The care, adjustment and experience in actual operation of these presses are emphasized. One hundred fifty hours instruction. Five semester hours.

PRT 112 – Type Composition. Classroom and laboratory experiences are presented on the various types, their use, and makeup with design effect in mind. One hundred fifty hours instruction. Five semester hours.

PRT 113 – Type Setting Lock-Up Methods. Laboratory experiences in actual type lock-up for platen and cylinder presses are presented. Spacing and centering fillers are covered. Sixty hours instruction. Two semester hours.

PRT 114 – Ink and Paper Applications. This course presents the different types of inks and papers available to the printer with economy as well as quality considered. Requirements mixing and storing are included. Sixty hours instruction. Two semester hours.

PRT 120 – Type Layout and Design. A presentation of the design, mark-up sketching and procedures in copy fitting are made with overall appearance kept in mind. Actual laboratory experiences are stressed. Sixty hours instruction. Two semester hours.

PRT 121 – Press Operation and Maintenance. General laboratory and shop practice on the general operation and maintenance of the various printing presses. Cleaning, oiling, and storing are covered. Sixty hours instruction. Two semester hours.

PRT 200 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

PRT 201 – Applied Mathematics. A basic course for trade occupation program: Problem solving as applied to the trade in whole numbers; fractions; decimals; percentages; averages, ratio and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

PRT 202 – Applied Science. Basic scientific principles as they relate to trade occupation: matter; measurement; precision measureing instruments; principles of lubrication; heat transfer; properties of light. Sixty hours instruction. Two semester hours.

PRT 203 – Job Planning and Layout. Classroom lectures and laboratory practice on equipment and materials, thumb-nail sketches, rough layouts, comprehensive layouts, copyfitting illustration, the dummy. Ninety hours instruction. Three semester hours.

PRT 204 – Bindery Operations. A study as well as laboratory exercises in paper cutting, jogging, gathering, folding, drilling, padding, stapling, wrapping, and labeling. One hundred twenty hours instruction. Four semester hours.

PRT 210 – Type Composition. A study of the different types and their makeup. Preprinted type, clip out, hand lettering, and typewriter composition are covered. Thirty hours instruction. One semester hour.

PRT 211 – Camera Fundamentals. This course studies kinds of camera copy, scaling reductions and enlargements, preparation of line copy, halftone copy, sheet film, screen tints, copy paste-up, basic exposure, camera setting, developing and processing film. Emphasis is on actual laboratory practices of these items. One hundred fifty hours instruction. Five semester hours.

PRT 212 – Platemaking Fundamentals. The study of plate characteristics, plate types, care of offset plates, and exposure devices as each relate to offset platemaking. Laboratory practice is emphasized. One hundred twenty hours instruction. Four semester hours.

PRT 213 – Inking Types and Processes. A study of ink terminology, storage, mixing requirement, as it related to the printing operation. Ninety hours instruction. Three semester hours.

PRT 214-215 – Offset Presses. An in-depth study with laboratory practice in the general nomenclature, feeding, delivery, dampering systems, inking systems, preparation, operation, wash-up and maintenance. Three hundred hours instruction. Five semester hours each.

The modeling squad is newly organized on the Perkinston Campus.

PLUMBING

(Jefferson Davis Campus)

This program is designed to satisfy the fundamental needs of the beginner in the field of plumbing. It is programmed to enable students to successfully enter and progress in the field of plumbing installation, service and repair at an advanced learners level, and to develop this basic knowledge and skill (after employment) for the improvement of his ability and employability.

Major Units of Instruction			Semester Hours
CP	100	Introduction to Plumbing	3
CP	101	Sewer Systems	4
CP	102	Drainage Systems	3
CP	103	Cold Water Systems	4
CP	104	Blueprint Reading	2
CP	105	Applied Math	2
CP	201	Hot Water Systems	4
CP	202	Plumbing Codes	4
CP	203	Fixtures	3
CP	204	Heating Devices	3
CP	205	Industrial Safety	2
CP	206	Communicative Skills	2
		(1080 Clock Hours) Total Semester Hours	36

CP 100 – Introduction to Plumbing. This course consists of the history and development of plumbing use of tools, safety, and to describe the trade and its relation to public health. Working conditions, opportunities, and the ethics of the trade are also taught. Ninety hours instruction. Three semester hours.

CP 101 – Sewer Systems. This course is designed for the theoretical and practical aspects of: disposal system elements, house sewer, septic tanks, siphon action, tank size calculations, maintenance causes and removal of sewer obstructions. One hundred twenty hours instruction. Four semester hours.

CP 102 – Drainage Systems. This course is designed to give the practical and theoretical use of drainage systems, comprises the installation of the system in the house covering health aspect, disposal of poisonous gases arising from the discharge and traps. One hundred twenty hours instruction. Four semester hours.

CP 103 – Cold Water Supply Systems. This course is designed to give the student a practical aspect and theory of the installation of cold water supply, health contamination, city water supply, well supply, rough in measurements and placement of fixtures. Ninety hours instruction. Three semester hours.

CP 104 – Blue Print Reading for Construction Trades. This unit of instruction consists of the following topics: roof types, plans, elevation structural framing, plumbing, electrical wiring, mill work, interior details, and specifications. Sixty hours instruction. Two semester hours.

CP 105 – Applied Math I. Addition, subtraction, multiplication and division of whole numbers and fractions, ratio and percentage are taught in this unit. Sixty hours instruction. Two semester hours.

CP 201 – Hot Water Systems. This course is designed to give the students the background knowledge and practical application of installing a hot water system according to the unit fixture system. One hundred twenty hours instruction. Four semester hours.

CP 202 – Plumbing Codes. This course is designed to give the students an introduction to national, southern, county plumbing codes and application. One hundred twenty hours of instruction. Four semester hours.

CP 203 – Fixtures. This course is designed to give the students the background knowledge and practical application of installing the rough in and finish fixtures for all types of plumbing fixtures used in construction. Ninety hours instruction. Three semester hours.

CP 204 – Heating Devices. This course is designed to give the student background knowledge and psychromotor skills in the art of installing: horizontal hot water tanks, furnace coils, tank heaters, blow off tanks, and automatic storage gas water heaters. Summer-winter hot water hook ups, indirect heating and solar heaters are taught. Ninety hours instruction. Three semester hours.

CP 205 – Industrial Safety. Proper care and maintenance of hand and shop tools, principles of first aid, laws pertaining to the Occupational Safety and Health Act (OSHA), conducting of safety inspections. Sixty hours instruction. Two semester hours.

CP 206 – Communicative Skills. Techniques of business writing, fundamentals of speech, evaluation of technical materials, letters of introduction. Sixty hours instruction. Two semester hours.

REFRIGERATION AND AIR CONDITIONING
(George County Occupational Training Center)

This curriculum is designed to give the fundamentals of air conditioning and refrigeration with a working knowledge of all phases of this field. It is designed to enable students to successfully enter and progress in the field of air conditioning and refrigeration installation, service, and repair. The study of related basic theory and scientific principles is coupled with practical application and experience in varied laboratory situations.

Major Units of Instruction		Semester Hours
RAC 100	Industrial Safety	1
RAC 101	Introduction to Refrigeration	1
RAC 102	Introduction to Heat and Temperature	5
RAC 103	Transfer of Heat	5
RAC 104	Analysis of Systems	6
RAC 105	Applied Mathematics	1
RAC 110	Electrical Control Requirements in Systems	7
RAC 112	Troubleshooting Practicum	10
	(1080 Clock Hours) Total Semester Hours	36

RAC 100 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

RAC 101 – Introduction to Refrigeration. Gives a brief insight on the creation of the refrigeration system. Refrigeration systems, cycles and classification. Basic refrigeration system, installation, construction and purpose, in depth study of shop orientation. Thirty hours instruction. One semester hour.

RAC 102 – Introduction to Heat and Temperature. Nature and effect of heat energy in refrigeration: A study of the properties of energy. The removal of heat is studied extensively. Temperature measurement, indication, controls and recorders. A study of the construction. Refrigerants and driers: characteristics, formulas, names, properties. Sensible heat in a refrigerant: causes, results, latent heat and pressure in refrigerant. One hundred fifty hours instruction. Five semester hours.

RAC 103 – Transfer of Heat. Basic methods of heat transfer, insulation, types material, evaporator design and construction, condenser design, construction and maintenance testing. One hundred fifty hours instruction. Five semester hours.

RAC 104 – Analysis of Systems. Compressor in mechanical refrigeration system, its construction and purpose. Metering devices: construction and operation. Related information: tools, fittings, maintenance, testing. One hundred eighty hours instruction. Six semester hours.

RAC 110 – Electrical Control Requirements in Systems. Electrical components for refrigeration systems. This study is essential because of modern day technology. Electrical motors for refrigeration. This covers the construction and operation of the different types of motors. Related information: trouble-shooting testing. Two hundred ten hours instruction. Seven semester hours.

RAC 112 – Troubleshooting Practicum. Related information: refrigeration system basic controls, supplementary refrigeration controls. Domestic, residential, commercial and industrial refrigeration, air conditioning and heating troubleshooting, diagrams repair. Relationships of electrical and mechanical subsystems. Three hundred hours instruction. Ten semester hours.

RAC 105 – Applied Mathematics. A basic unit of instruction for trade occupations programs: problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Thirty hours instruction. One semester hour.

Denson Building: on Perkinston Campus

SECRETARIAL TRAINING

(George County Occupational Training Center)

This program is preparatory to employment as a secretary. The student has the option to enter the clerical sequence or the stenographic sequence in which the clerical student studies machine transcription and the stenographic student studies shorthand.

Major Units of Instruction		Semester Hours
STG 101	Business English	3
STG 102	Business Mathematics	3
STG 103	Office Machines	3
STG 104	Filing	1½
STG 105	Office Practice	1½
STG 106	Typewriting	3
STG 116	Intermediate Typewriting	3
STG 107-111	Shorthand or Machine Transcription	3
STG 117-121	Intermediate Shorthand or Machine Transcription	3
STG 118	Business Communications	3
STG 119	Secretarial Accounting	3
STG 122	Office Simulation	6
	(1080 Clock Hours) Total Semester Hours	36

STG 101 – Business English. A review and formation of the basic requirements of grammar, writing, speaking, spelling, and vocabulary building. Ninety hours instruction. Three semester hours.

STG 102 – Business Mathematics. A review of fundamental processes and applying them to problems of business. Ninety hours instruction. Three semester hours.

STG 103 – Office Machines. A course designed to develop proficiency in the use of full- and ten-key adding machines, printing and display calculators, duplicating machines, and transcription machines. Ninety hours instruction. Three semester hours.

STG 104 – Filing. A course designed to provide the student with basic skills in alphabetic, numeric, subject and geographic filing and records management. Fourty five hours instruction. One and one half semester hours.

STG 105 – Office Practice. A course designed to give the student basic skills in telephone techniques, handling mail, financial transactions, job application and interviewing, and office conduct. Fourty five hours instruction. One and one half semester hours.

STG 106 – Elementary Typewriting. A course designed to give the student basic keyboard knowledge and skill. Ninety hours instruction. Three semester hours.

STG 107 – Elementary Shorthand. A course designed for the stenographic student to give knowledge of basic shorthand theory, brief forms, phrasing, and elementary dictation. Ninety hours instruction. Three semester hours.

STG 111 – Machine Transcription. For students not taking shorthand to provide fundamental skills in taking machine dictation. Ninety hours instruction. Three semester hours.

STG 118 – Business Communications. A course designed to emphasize the principles of effective letter writing in sales, credit, collection, request, and application situations. Ninety hours instruction. Three semester hours.

STG 119 – Secretarial Accounting. A course designed to give the student fundamental knowledge of debits, credits, and the accounting cycle, and payroll procedures. Ninety hours instruction. Three semester hours.

STG 116 – Intermediate Typewriting. A course designed to review basic knowledge and build skill in typewriting business letters, tabulation problems, manuscripts, and interoffice memorandums. Ninety hours instruction. Three semester hours.

STG 117 – Intermediate Shorthand. A course designed to review basic skills in shorthand provide additional practice in speed building, dictation, transcription, and letter placement. Ninety hours instruction. Three semester hours.

STG 121 – Machine Transcription. For the student not taking shorthand to review basic transcription skills and to increase speed and accuracy of work. Ninety hours instruction. Three semester hours.

STG 122 – Office Simulation. A course designed to integrate previously learned secretarial skills and apply them in a simulated office situation. One hundred eighty hours instruction. Six semester hours.

SECRETARIAL TRAINING – STENOGRAPHIC SEQUENCE
(Jackson County Campus)

This program is designed to train an individual in the basic office skills necessary for employment in the business world. Intensive instruction will be given in modern classrooms with the latest equipment.

Major Units of Instruction			Semester Hours
ST	100	Typewriting	5
ST	101	Gregg Shorthand	
		or	4
ST	102	ABC Stenoscript Shorthand	
ST	103	Business English	3
ST	104	Office Machines	2
ST	105	Secretarial Procedures	2
ST	106	Business Mathematics	1
ST	107	Secretarial Accounting	1
		(540 Clock Hours) Total Semester Hours	18

SECRETARIAL TRAINING – CLERICAL SEQUENCE OPTION

Individuals whose occupational objective does not require a need to know shorthand may elect to take the clerical option which includes all the courses outlined under the stenographic sequence with the exception of shorthand.

ST 100 – Typewriting. This unit includes the keyboard; technique; work habits; letters; tabulation; outlines and manuscripts. One hundred fifty hours instruction. Five semester hours.

ST 101 – Gregg Shorthand. Taught from the Diamond Jubilee series and includes: Theory; phrasing brief forms; dictation; transcriptions and letter placement. One hundred twenty hours instruction. Four semester hours.

ST 102 – ABC Stenoscript Shorthand. A phonetic system of shorthand. Allows the student to master shorthand in the shortest possible time. One hundred twenty hours instruction. Four semester hours.

ST 103 – Business Communications. Principles of letter writing and their application to inquiry, order, credit, collection, sales and application letters. Ninety hours instruction. Three semester hours.

ST 104 – Office Machines. Ten key adding machine; full-key adding machine; printing calculator; manual and electric mimeo duplicator; manual and electric spirit duplicator. Sixty hours instruction. Two semester hours.

ST 105 – Secretarial Procedures. Skill in handling office routines such as: handling mail; telephone technique; filing; transcription equipment; preparation for equipment. Sixty hours instruction. Two semester hours.

ST 106 – Business Mathematics. Four basic mathematical operations including fractions and the use of decimal and applications such as reconciling bank balances. Thirty hours instruction. One semester hour.

ST 107 – Secretarial Accounting. A basic understanding of the accounting cycle is developed including the special journals and periodic summary. Thirty hours instruction. One semester hour.

In plane surveying, students study theory and practice using instruments.

SHEETMETAL WORK
(Jackson County Campus)

This program is preparatory to job entry or supplementary to the employed sheetmetal worker who desires increased knowledge and skills in his occupation.

Individuals completing this program will be capable of sheetmetal work in such areas as: heating and air conditioning, roofing, shipbuilding, aircraft and freight car manufacturing, refrigeration, steel furniture construction, restaurant and cafeteria cabinet installations; sheetmetal drafting, coppersmithing.

Major Units of Instruction		Semester Hours
SMW 100	Sheetmetal Measurements	1
SMW 102-104-106	Sheetmetal Layout	15
SMW 110-111	Hand Processes	6
SMW 112	Machine Processes	5
SMW 113	Metals and Materials	1
SMW 114	Industrial Safety	1
SMW 115	Welding and Burning	2
SMW 116	Blueprint Reading and Sketching	2
SMW 118	Applied Mathematics	3
	(1080 Clock Hours) Total Semester Hours	36

SMW 100 – Sheetmetal Measurements. Instruction in the use of the measurement tools of the sheetmetal trade such as: steel square; circumference rule; protractors; calipers; gages; transfer measurements with the dividers. Thirty hours instruction. One semester hour.

SMW 102-104-106 – Sheetmetal Layout. Geometric constructions such as: angle transfers; bisections; perpendicular erections; triangles; square; pentagon; hexagon; octagon; arc and circles tangents; divide a line into a given number of equal parts and into a proportional parts; divide a circle into any number of equal parts; find the center of a circle with a right triangle. Four hundred fifty hours instruction. Five semester hours each.

SMW 110-111 – Hand Processes. Operations using markout and cutout tools; forming equipment and operations; fastening and finishing operations. One hundred eighty hours instruction. Three semester hours each.

SMW 112 – Machine Processes. Operations in the use of machine tools such as: bar folders; hand brakes; slip rolls, squaring shears; rotary machines; ring and cycle shears; drill presses; bench and floor grinders; disc sanders and buffers; box and pan brakes; pittsburg machine; spot welders; unishears; band saws; throatless shears; setting down machine. One hundred fifty hours instruction. Five semester hours.

SMW 113 – Metals and Materials. Study of ferrous and nonferrous metals; strength and applications; protective coatings; galvanized iron; tin; black iron; copper; lead coatings; aluminum; stainless steel. Thirty hours instruction. One semester hour.

SMW 114 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

SMW 115 – Welding and Burning. Strike and hold an arc; deposit a head; run a series of passes in a flat position; metal joining; fundamentals of torch lighting, torch adjusting and holding; straight burning; angle burning. Sixty hours instruction. Two semester hours.

SMW 116 – Blueprint Reading and Sketching. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. Sixty hours instruction. Two semester hours.

SMW 118 – Applied Mathematics. A basic unit of instruction for trade occupations programs; problem solving as applied to the trade in whole numbers, fractions; decimals; percentages; averages; ration and proportion; trade formulas in applied geometry and trigonometry. Ninety hours instruction. Three semester hours.

TROWEL TRADES
(Jefferson Davis Campus)

This program is designed to prepare an individual for gainful employment in the masonry trades, by providing him with the opportunity to acquire knowledge and develop skills to the limits of his capabilities. This is to be achieved by the study of basic theory and modern techniques diffused with practical applications and experiences in varied and live projects. Major emphasis will be placed on practical application and experiences to develop the skills needed for gainful employment in the masonry trades. Students will receive related instruction pertaining to trowel trades.

Major Units of Instruction			Semester Hours
TT	100	Basic Bricklaying	2
TT	101	Basic Concrete Blocklaying	2
TT	102	Residential and Commercial Construction	6
TT	103	Arches and Lintels Construction	4
TT	104	Communicative Skills	2
TT	105	Trade Mathematics	2
TT	200	Bond, Pattern and Texture	5
TT	201	Chimney and Fireplace Construction	1
TT	202	Concrete	2
TT	203	Plastering	1
TT	204	Tile Setting and Glass Block	2
TT	205	Gypsum and Dry Wall Construction	1
TT	206	Miscellaneous Masonry Construction	2
TT	207	Blueprint Reading	2
TT	208	Industrial Safety	2
		(1080 Clock Hours) Total Semester Hours	36

TT 100 – Basic Bricklaying. This course consists of the history and development of bricks and bricklaying; tools and equipment; fundamentals of bricklaying, and laying bricks to a line. Sixty hours instruction. Two semester hours.

TT 101 – Basic Concrete Blocklaying. This course consists of the development of concrete block, fundamentals of concrete blocklaying; characteristics of concrete block; properties of concrete blockwalls; designing of concrete block walls; and concrete block wall finishes. Sixty hours instruction. Two semester hours.

TT 102 – Residential and Commercial Construction. This course consists of laying out foundations; concrete footing; corner leads; piers, walls and scaffolding. One hundred eighty hours instruction. Six semester hours.

TT 103 – Arches and Lintels Construction. This course consists of the kinds of lintels; types of arches; arch forms; arch terminology; arch construction; how to make reinforced concrete lintels; and how to set lintels. One hundred twenty hours instruction. Four semester hours.

TT 104 – Communicative Skills. This course consists of instruction in both oral and written grammar as related to the trade areas. Sixty hours instruction. Two semester hours.

TT 105 – Trade Mathematics. This course consists of instruction in trade mathematics as pertains to the trowel trades. Sixty hours instruction. Two semester hours.

TT 200 – Bond, Pattern and Texture. This course consists of bond, structural bond, mortrar joints, pattern bond, contemporary bond and skintled brickwork. One hundred fifty hours instruction. Five semester hours.

TT 201 – Chimney and Fireplace Construction. This course consists of chimney construction, fireplace types, and fireplace construction. Thirty hours instruction. One semester hour.

TT 202 – Concrete. This course consists of the history of Portland cement, materials for concrete, fundamentals of quality concrete, tools for horizontal surfaces, constructing concrete flatwork, hot weather concreting, cold weather concreting, special surface finishes, concrete surface defects, and reinforced concrete. Sixty hours instruction. Two semester hours.

TT 203 – Plastering. This course consists of materials for plaster, scratch coat, brown coat, finish coat, and the fundamentals of plastering. Thirty hours instruction. One semester hour.

TT 204 – Tile Setting and Glass Block Construction. This course consists of materials for tile setting, tools required, fundamentals of tile setting, glass block panels, glass block radial corners, and glass block windows. Sixty hours instruction. Two semester hours.

TT 205 – Gypsum and Dry Wall Construction. This course consists of lath and plaster, and the fundamentals of applying dry wall. Thirty hours instruction. One semester hour.

***TT 206* – Miscellaneous Masonry Construction.** This course consists of manholes, paving, structural clay tile, building with S C R Brick, and maintenance, repair and improvement. Sixty hours instruction. Two semester hours.

TT 207 – Blueprint Reading. This course consists of instruction in blueprint reading as pertains to the trowel trades. Sixty hours instruction. Two semester hours.

TT 208 – Industrial Safety. This course consists of instruction in principles of industrial safety and practices with emphasis, placed on current OSHA (Occupational Safety and Health Act) regulations. Sixty hours instruction. Two semester hours.

WELDING

(Jackson County, Perkinston Campus and George County Occupational Training Center)

This program is preparatory to job entry as a welder. Employed welders may be interested in this program as a means of increasing their knowledge and skill in the welding trade. Both plate and pipe welding are included in this course using the latest techniques and equipment.

Individuals completing welder training can expect to find employment in the fields of: shipbuilding, automotive, railway car and air craft manufacturing, bridge, dam, power plant and oil rig. Construction and maintenance in all types of facilities.

Major Units of Instruction		Semester Hours
WLD 100-101-102	Shielded Metal Arc Welding	12
WLD 103	Gas Metal Arc Welding	5
WLD 110	Gas Tungsten Arc Welding	5
WLD 111-112-113	Pipe Welding	9
WLD 114	Metal Cutting	2
WLD 116	Industrial Safety	1
WLD 118	Blueprint Reading and Sketching	2
	(1080 Clock Hours) Total Semester Hours	36

WLD 100-101-102 – Shielded Metal Arc Welding. Tack Welding: Buildup in flat position; horizontal fillet-tee joint; vertical fillet-tee joint; overhead fillet-tee joint.

Plate Welding: Vertical butt; overhead butt; box 12" off floor.

Related Instruction: Orientation; introduction to arc welding; arc welding terms; sources of power; accessory equipment; machine maintenance; electrodes; manual welding procedures; basic metallurgy; expansion and contraction; distortion control; identification of metals; codes and specifications; welder qualifications: destruction testing. Three hundred sixty hours instruction. Four semester hours each.

WLD 103 – Gas Metal Arc Welding. Short Arc: Vertical fillet-tee joint; overhead fillet-tee joint; vertical butt 18" open plates; overhead butt 18" open plates vertical butt 6" plate backing; overhead butt 6" plate backing.

Fluxcore: Horizontal fillet; flat butt.

Spray Arc: Horizontal fillet-carbon steel; horizontal fillet-aluminum; vertical fillet-aluminum; overhead fillet-aluminum; vertical butt-aluminum; overhead butt-aluminum.

Related Instruction: Introduction to gas metal arc welding; gas metal arc welding power sources; secondary accessories; shielding gases; types of application; procedures and techniques; metals and weldability; changes dur-

ing welding; trouble shooting; structures or metals; physical and mechanical properties; plain carbon steels; low alloy steels; welding of aluminum alloys. One hundred fifty hours instruction. Five semester hours.

WLD 110 – Gas Tungsten Arc Welding. Plate: Gas weld carbon steel in horizontal, vertical and overhead; tig flat beads-stainless; horizontal fillet-stainless; vertical fillet-stainless; overhead fillet-stainless; vertical butt carbon steel backup; overhead butt carbon steel backup; vertical butt carbon steel open; overhead butt carbon steel open.

Aluminum: Horizontal fillet; vertical fillet; overhead fillet; vertical butt; overhead butt.

Related Instruction: Introduction to gas tungsten arc welding; secondary accessories; shielding gases; applications; procedures and techniques; defects; thermal cracking; incomplete fusion, dilation; absorption of gases; contamination and pickup; weldability of metals; non ferrous alloys, trouble shooting. One hundred fifty hours instruction. Five semester hours.

WLD 111-112-113 – Pipe Welding. With Backing Ring: Vertical fixed position; horizontal fixed position. Open butt: vertical fixed welding up; horizontal fixed; vertical fixed welding down. Related instruction: joint preparation; fit up and jiging; procedures; pipe welder qualification; weld testing; field welder storage tanks; pressure vessels; ships. A.W. specification; U.S. Navy specifications; electrode choice; effects of common elements. Prerequisite: WLD 100 Shielded Metal Arc Welding or pass a pre-test. Two hundred seventy hours instruction. Three semester hours each.

WLD 114 – Metal Cutting. Oxy-actylene equipment; equipment; assembly; lighting and adjustment; handcutting; automatic straight cutting; automatic bevel cutting; pipe beveling.

Arc Gouging: Theory; equipment; application. Grinding. Sixty hours instruction. Two semester hours.

WLD 116 – Industrial Safety. Personal and team safety; safe use of hand and power tools of the trade; safe testing procedures; safe dress and habits; safe handling of the materials of the trade; use of firefighting equipment; administering first aid. Thirty hours instruction. One semester hour.

WLD 118 – Blueprint Reading and Sketching. Freehand sketch views of objects; read symbols as applied to the trade; read scales and dimensions; prepare shop sketches and read working drawings as applied to the trade. Sixty hours instruction. Two semester hours.

Absentee Policy for Vocational Students

Each campus and the George County Occupational Training Center will allow full-time vocational program students a maximum of five (5) days absence per semester. For students entering at times other than the beginning of the regular semesters, the semester period would begin at the time of enrollment and extend to the same number of weeks included in the regular session.

Three tardies of less than 15 minutes are equivalent to one hour's absence. A tardy of 15 minutes or more will be counted as one hour's absence. Six hours of accumulated absences will equal one day.

Veterans, while complying with this absentee policy, must keep in mind that the V. A. allows only 22½ days out of class in a nine month vocational program or 30 days in a 12 month vocational program including time between semesters but excluding legal holidays.

Further, if a vocational student is absent for a period of five consecutive days without notifying the vocational-technical director as to the reason for absence and obtaining permission for an extension, he will be dropped from the programs. It should be emphasized that only in the event of proven illness or extreme emergency should permission be granted for a student to miss more than five consecutive days of vocational instruction.

Printing students learn to operate machines at Perkinston Campus.

ADULT OCCUPATIONAL EDUCATION

Through its Division of Occupational Education, the college endeavors to meet the occupational training needs of the adults in the community with programs of adult occupational education. The following broad categories of adult programs are regularly offered to the adult population of the college community.

APPRENTICE SCHOOL OF RELATED INFORMATION

The college systematically conducts an Apprentice School of Related instruction for those apprentices who are indentured and are serving their apprenticeship in the Mississippi Gulf Coast Junior College area. At the present, related instruction classes are being conducted for the following crafts:

Boilermaker	**Carpentry**	**Electrician**
Machinist	**Pipefitter**	**Sheetmetal Work**

OCCUPATIONAL PREPARATORY PROGRAMS

The college is continually striving to establish programs that will assist the adults of the community who for reasons of day employment of for what ever reason cannot attend classes during the day hours. Practically any occupational education and training program described in other parts of this catalog can be established at night provided there is sufficient demand.

OCCUPATIONAL EXTENSION PROGRAMS

Another phase of adult occupational education is occupational extension classes which are designed to assist employed persons in keeping abreast of new developments in their occupations and to provide an opportunity for advancement. This college therefore offers short term specialized classes as a need for *them is identified.* Courses of this nature may be developed upon request of interested persons, providing sufficient enrollment makes such a class feasible. There are several occupational areas in which such classes could be developed: agriculture, distributive, home economics; business and office, technical and trades.

Contact the occupational education director of any of the three campuses for further details or request for classes.

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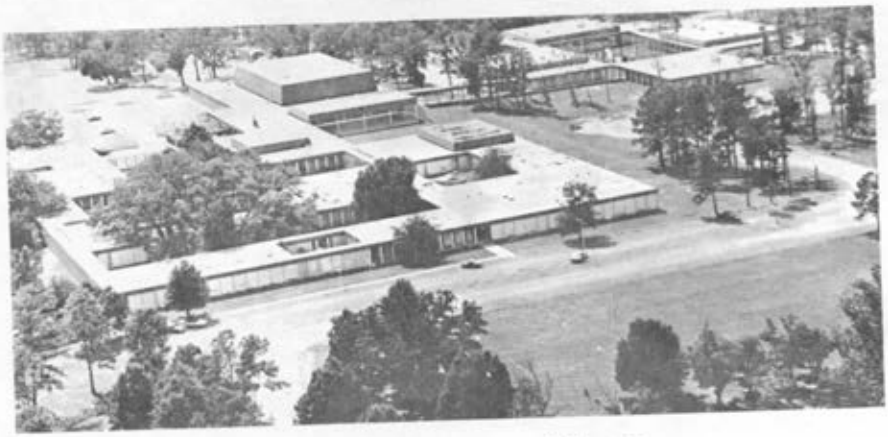
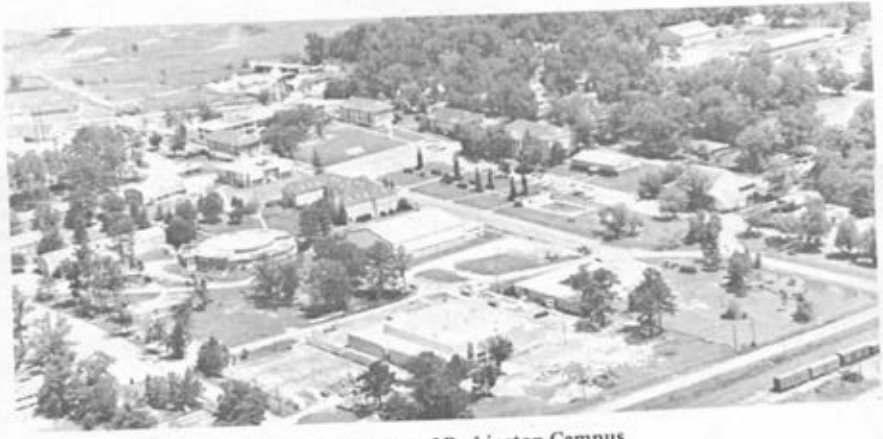


Aerial view of Jefferson Davis Campus

Aerial view of Jackson County Campus



Aerial view of Perkinston Campus