

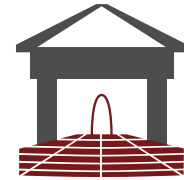


2009–2010 Catalog

2000 West Broadway | West Memphis, AR
www.midsouthcc.edu | 870.733.6722



Mid-South
Community College



Mid-South
Community College

Preface

Academic Calendar 2009–2010

Summer Semester 2009

NOTE: College is closed on Fridays during June and July

Memorial Day Holiday (College is closed)	May 25
Regular Registration	May 26
Late registration	May 28
First day of classes	June 1
Last day for schedule changes	June 3
Last day to drop a class with 80% refund ¹	June 4
Official enrollment report day	June 8
Last day to drop a class or withdraw from the College	July 2
Independence Day Holiday (College is closed)	July 4
Early Advising/registration for Fall '09	July 15-July 18
Last day of classes	July 16
Final examinations	July 20-21
Grades due in Registrar's Office	July 22

¹The 80% refund date for dropped courses that begin after the official 5th day of classes is five (5) days after the first class meeting for that particular course.

Fall Semester 2009

Ten-Month faculty report.....	Aug. 3
Last day to pay for Early Registration for Fall 2009 ¹	August 3, 4:30 p.m.
Concurrent Student Orientation/Advising	Aug. 4, 6, 11
New Student Orientation/Advising	Aug. 13
Regular Registration	Aug. 17-18
Late Registration	Aug. 20
First day of classes	Aug. 24
Last day for schedule changes	Aug. 28
Last day to drop a class with 80% refund ²	Sept. 4
Labor Day (College is closed)	Sept. 7
Official enrollment report day	Sept. 8
Mid-term examination week	Oct. 12-16
Fall Break (No classes; College is open)	Oct. 18-20
Mid-term grades posted.....	Oct. 23
Last day to drop a class or withdraw from the College	Nov. 2
Graduates' End of Program Assessments.....	Nov. 11, 12, 14
Early Advising/Online Registration for Spring 2010.....	Nov. 16-Dec. 3
Thanksgiving Break (No classes; College is open)	Nov. 25
Thanksgiving (College is closed)	Nov. 26-29
Last day to apply for Spring 2010 Capstone/Internship Courses	Dec. 3
Intent to Graduate/Degree audit deadline for Spring 2010 graduates ³	Dec. 3
Last day of classes	Dec. 7
Final examinations	Dec. 8-14
Last day to pay for Spring 2010 Early Registration classes ⁴	Dec. 11
Grades due in Registrar's Office	Dec. 16

Last day for Ten-Month Faculty	Dec. 23
Christmas break (College is closed)	Dec. 24-Jan. 3

¹ Payment is due upon enrollment on or after this date.

²The 80% refund date for dropped courses that begin after the official 11th day of class is five (5) class days after the first class meeting for that particular course.

³Students planning to graduate in spring 2010 must have a degree audit completed by their advisor and submitted to the Registrar for approval

⁴Payment is due upon enrollment on or after this date.

Spring Semester 2010

All employees report.....	Jan. 4
New Student Orientation/Advising	Jan. 7
Regular Registration	Jan. 11
Late Registration	Jan. 13
Dr. Martin Luther King Jr. Holiday (College is closed)	Jan. 18
First day of classes	Jan. 19
Last day for schedule changes	Jan. 25
Last day to drop a class with 80% refund ¹	Feb. 1
Official enrollment report day	Feb. 2
Mid-term examination week	March 8-13
Mid-term grades posted.....	March 17
Spring Break (No classes; College is open) ²	March 22-27
Last day to drop a class or withdraw from the College.....	March 30
Graduates' End of Program Assessments.....	April 7, 8, 10
Early Advising/On-line Registration for Summer/Fall '08	April 19-29
President's Reception honoring Goldsby Scholarship Recipients.....	April 22
Last day to apply for Fall 2010 Capstone/Internship Courses.....	April 29
Last day of classes	May 3
Final examinations	May 4-10
Grades due in Registrar's Office.....	May 11
Graduation.....	May 13
Last day to pay for Early Registration for Summer 2010 ^{3**}	May 14
Last day for ten-month faculty	May 26

¹The 80% refund date for dropped courses that begin after the official 11th day of classes is five (5) days after the first class meeting for that particular course.

² High school students taking college classes are expected to follow MSCC's holiday schedule. Ten-month faculty do not report.

³Payment for Summer 2010 Early Registration classes is due at the time of enrollment on or after this date.

Summer Semester 2010

Calendar to be announced in March 2010

President's Message

With credit enrollment that has surpassed 1,800 students and new programs that have been established in Renewable Energy Technology and Transportation, Distribution, and Logistics, Mid-South Community College continues to blaze a trail in meeting the higher educational needs of our region.

As president of the college since 1991, I can remember when we couldn't find 180 students on our campus, and we now have more than 10 times that number. The growth and evolution of Mid-South Community College has been nothing short of phenomenal. But while many things have changed, our focus remains the same—to provide employment-relevant, world-class education that is as accessible and affordable as we can possibly make it.

We are continuing our aggressive assessment of the employment needs of our region, nation, and world in order to provide education and training programs that will prepare our students for the jobs of today and tomorrow. New areas of emphasis for the 2009-2010 academic year include renewable energy, transportation, and healthcare. We are excited about what the future holds and what we can do to make it better.

The increased emphasis on the development and utilization of non-petroleum based fuels and products creates an opportunity for us to be a major player in the alternative energy market. Our proximity to major interstate highways and regional distribution centers makes our college an ideal location for enhanced programs in Transportation, Distribution, and Logistics as well. We also have great potential to train the additional healthcare workers needed to meet the local and regional demand.

The continued evolution of our \$8 million Workforce Technology Center and our \$7 million University Center also give us cause for great enthusiasm. To put it simply, Mid-South Community College is uniquely positioned to take higher education and training to the next level.

MSCC is dedicated to student access and goal achievement; our mission is to facilitate transformations in the lives of the people and in the economy of our region. Thank you for your interest in MSCC. We look forward to helping you create your pathway to success!

Sincerely,



Dr. Glen Fenter, President



Comments Welcome

The College welcomes evaluation of its programs and services. Comments may be shared with the college by addressing them to the Chairperson of the Planning and Institutional Effectiveness Committee, MSCC, 2000 W. Broadway, West Memphis, AR 72301, or to the Higher Learning Commission of the North Central Association of Colleges and Schools, 30 North LaSalle St., Suite 2400, Chicago, IL 60602-2504, 800-621-7440 or (312) 263-0456; Fax: (312) 263-7462.

Table of Contents

President's Message.....	4
Comments Welcome.....	5

General Information—Chapter 2

MSCC Degrees and Certificates.....	12
Associate of Applied Science Degrees	12
Associate of Arts Degrees.....	12
Certificates	12
Licensures/Certifications	12
College Mission.....	13
College Purposes	13
College Vision Statement: MSCC in 2010.....	13
MSCC Value Statements.....	14
Strategic Goals for 2008–2011	14
Accreditation.....	15
Financial Information.....	15
Freedom of Inquiry Statement.....	15
Nondiscrimination Statement	15
College Board of Trustees	16
Mid-South Community College Foundation	16
College Profile.....	17
Graduation Rates	18
Crime Statistics	19
Campus Map—North Campus.....	20
Campus Map—South Campus	21

Admissions and Placement—Chapter 3

Open Admissions Policy.....	23
Admissions Requirements and Procedures	23
Ability to Benefit Admissions	24
Admission of Dually or Concurrently-Enrolled High School Students	24
Requirements for General Education/Transfer Courses.....	24
Requirements for Technical/Occupational Courses.....	24
Admission of International Students.....	25
Admission of Non-Award Seeking Adult Students.....	25
Admission of Transfer Students	26
Acceptance of Transfer Credits	26
Admission of Transient Students.....	27

Readmission of MSCC Students 27
 Placement Testing..... 27

Registration and Enrollment—Chapter 4

Registering for Classes 30
 Academic Advising 30
 Course Availability 30
 Registration Procedures 30
 Prerequisites 30
 Repeating a Course 31
 Enrollment Procedures 31
 Adding Classes After the First Official Day of Class..... 31
 Changing Course Sections 31
 Changing Personal Data 31
 Enrollment Requirements For Award-Seeking Students..... 31
 Unconditional Enrollment of Award-Seeking Students..... 31
 Conditional Enrollment of Award-Seeking Students 32
 Core Academic Requirements for the Associate of Arts..... 32
 Core Academic, Technical Requirements for Technical Certificates and
 Associate of Applied Science Degrees 33
 Consequences of Conditional Enrollment 34
 Enrollment for Non-Award Seeking Students..... 34
 Dropping Classes or Withdrawing from the College 34
 Appeal Process for Drops or Withdrawals After the Official Deadline..... 35
 Enrollment in Electronically-Delivered Courses 35
 Grade Reports 36

Tuition, Fees & Financial Aid—Chapter 5

Payment Procedures for Tuition and Fees 38
 Residency Determination 38
 Tuition and Fees..... 38
 Tuition Waiver for Arkansas Residents Age 60 And Over Who Enroll in Credit Classes 39
 Tuition Waiver for Crittenden County Law Enforcement Officers and Firefighters 39
 Refund of Tuition (Credit Courses)..... 39
 Refund of Tuition (Non-Credit Courses)..... 40
 Refund Appeals 40
 Financial Aid 40
 Federal Financial Aid 40
 Disbursement of Federal Financial Aid Funds 41
 Policy for the Return of Title IV Funds 41
 State Financial Aid Programs..... 42
 MSCC Scholarships 43
 MSCC Scholarships Awarded by Nomination..... 45
 MSCC Foundation Scholarship Opportunities 45
 Other Sources of Assistance 47
 Veterans Educational Benefits..... 47
 Financial Aid Policies 49
 Satisfactory Academic Progress Special Conditions 49
 Financial Aid Appeals..... 50

College Policies—Chapter 6

Access to Campus Facilities	52
Bloodborne Pathogens.....	52
Chronic Communicable Diseases	52
Children in Classes or Study Areas	52
Computer Usage	52
Discrimination and Harassment	54
Sexual Harassment	54
Resolution of Discrimination/Harassment Complaints	55
Reporting Procedure for Discrimination/Harassment.....	56
Electronic Devices	57
Emergency Procedures.....	58
Inclement Weather Policy.....	58
Mass Meetings.....	58
Parking And Traffic Regulations	58
Safety Provisions, Regulations, and Crime Reporting	59
Student Right to Know and Campus Security Act.....	59
Sexual Assault Reporting Procedures	59
Smoking Policy	60
Student Conduct.....	60
Student Identification Cards.....	67
Student Non-Academic Grievance Procedure	68
Campus Notification about Registered Sex Offenders and Residential Restrictions for Registered Sex Offenders	68
Substance Abuse.....	69

Academic Programs—Chapter 7

General Education Learning Outcomes.....	71
Associate of Arts in General Education.....	72
Associate of Arts in Teaching	75
Associate of Arts in Teaching—Middle School	75
Middle School Requirements	76
AAT P-4 Concentration (63 hours).....	79
Technical/Occupational Programs	82
Advanced Manufacturing Technology	83
Certificate of Proficiency in Advanced Manufacturing Technology	83
Certificate of Proficiency in Machining Attendant.....	83
Certificate of Proficiency in Machining I.....	84
Certificate of Proficiency in Welding	84
Technical Certificate in Advanced Manufacturing	85
Associate of Applied Science in Advanced Manufacturing Technology.....	86
Business Technology.....	88
Certificate of Proficiency in Administrative Office Procedures	88
Associate of Applied Science Business Technology	89
AAS in Business Technology.....	89
General Technology.....	92
Associate of Applied Science General Technology.....	92
Information Systems Technology.....	93
Certificate of Proficiency in Micro-Computer Upgrade and Repair	93

Certificate of Proficiency in Networking (Associate Certification)	94
Certificate of Proficiency in Networking (Professional Certification)	95
Certificate of Proficiency in Internet Web Professional in Website Design (CIW).....	96
Associate of Applied Science Information Systems Technology	97
Bachelor of Science in Information Technology	100
Medical Programs.....	100
Certificate of Proficiency in Certified Nursing Assistant (CNA)	101
Certificate of Proficiency in Emergency Medical Technician—Basic.....	101
Certificate of Proficiency in Phlebotomy	102
Associate of Applied Science in Medical Assistant Technology	102
AAS in Medical Assistant Technology.....	103
Renewable Energy	104
Certificate of Proficiency in Renewable Energy Technology.....	104
Technical Certificate in Renewable Energy Technology	105
Associate of Applied Science in Renewable Energy Technology	106
Transportation, Distribution, and Logistics	108
Certificate of Proficiency in Heavy Truck Diesel Maintenance.....	108
Certificate of Proficiency in Truck Driving	108
Certificate of Proficiency in Warehousing and Distribution Center Operations.....	109
Technical Certificate in Diesel Maintenance.....	110
Technical Certificate in Transportation and Logistics Technology	111
Associate of Applied Science in Transportation and Logistics Technology	112
Licensures	114
College Preparatory Programs.....	115
Adult Education	115
Mid-South Community College Technical Center	116
Transfer Options	118
Workforce and Economic Development.....	120
Business and Industry Education.....	120
Regional Partnerships	121
ADWIRED.....	121

Academic Policies/Procedures—Chapter 8

Academic Appeals.....	124
Assessment of Student Academic Achievement	124
Academic Clemency	125
Academic Misconduct	125
Academic Probation	126
Academic Suspension	127
Mid-Term Progress Reports.....	127
Attendance	127
Capstone Projects and Internships.....	128
Classroom Behavior.....	129
Credit by Examination or Portfolio	129
Credit by Examination/Portfolio Prior to Enrollment in a Course.....	129
Credit Policy For Advanced Placement Exams.....	130
Advanced Placement Exams	130
College Level Examination Program (CLEP) Exams	130
Credit by Examination After Enrollment in a Course.....	132

Proficiency Credit (CR or NC)	132
Grading Scale and Grade Point Averages	132
Auditing a Course	133
Credit/Non-Credit Enrollment	133
Incomplete Courses.....	133
Independent Study Courses.....	134
Withdrawal from a Course	134
Graduation Requirements	134
Maximum Time Allowed To Complete Certificates and Degrees	135
Honors Recognition.....	135
Semester Honors Recognition	135
Graduation with Honors	136
Student Level	136
Student Records	136
Student Transcript Requests	137

Support Services for Student Learning—Chapter 9

Academic Advising.....	139
Bookstore.....	139
Career Pathways	139
Basic Eligibility Requirements:	139
Career Services	139
Child Care	140
Disability Accommodations	140
Email Accounts for Students	141
Employment and Training Program	141
Intramural Sports and Recreation.....	141
Learning Success Center.....	142
New Student Orientation.....	142
Sandra C. Goldsby Library.....	142
Student Insurance	143
Student Organizations.....	143
Baptist Collegiate Ministry and Campus Ministry International.....	143
The Fellowship of Christian Athletes.....	143
MSCC Book Club	143
Phi Theta Kappa	144
SkillsUSA.....	144
The Student Arkansas Education Association (SAEA)	144
Writers Anonymous	144
Telephone Messages for Students.....	145
Testing Services	145
TRIO Student Support Programs.....	145
Educational Opportunity Center	145
Student Support Services.....	145
Workforce Services	146
Arkansas Workforce Center	146

Course Descriptions—Chapter 10

Addiction Studies.....	150
------------------------	-----

Art	151
Biology.....	151
Business.....	152
Chemistry	154
Childcare and Early Childhood Development.....	155
College Survival.....	156
Commercial Driver Training	156
Communications and Literature.....	156
Computer Applications	157
Criminal Justice.....	158
Developmental Education	159
Economics.....	161
Education.....	161
Emergency Medical Technician	161
Foreign Languages.....	162
Geography	162
Health and Physical Education.....	162
Heavy Truck Diesel Maintenance	162
History.....	164
Humanities	164
Information Systems Technology.....	165
Literature	169
Machining.....	169
Manufacturing	171
Mathematics.....	174
Medical Programs.....	175
Music	178
Philosophy	179
Phlebotomy.....	179
Physical Science.....	179
Political Science.....	179
Psychology	180
Renewable Energy Technology	180
Sociology.....	181
Transportation, Distribution, & Logistics.....	181
Welding	184

Chapter 11—College Personnel

.....	186
-------	-----

Chapter 12—Index

.....	198
-------	-----

This catalog is published for informational purposes only and does not constitute a contract between the College and any individual. MSCC reserves the right to change its policies, procedures, and programs. Such changes will be published in the next Schedule of Classes, in the electronic catalog on the College's website and/or distributed to employees and students via email as appropriate. Revisions in degree requirements take effect as of fall semester registration of the year designated in the catalog. Students at Mid-South Community College will normally follow the degree requirements listed in the catalog in effect at the time of their admission. However, a student who changes majors or fails to earn at least 15 semester hours credit over a two-year period will be governed by the current catalog. Students may exercise the option of changing to a later catalog but must then fulfill all of its degree requirements.