



## 2017-2018 Catalog Addendum

**This catalog addendum includes information relating to updates since the publication of the 2017-18 South College Catalog. Aspects of the 2017-2018 Catalog and Addendum will remain in affect until a new catalog addition is published.**

### **Page 1 – Addition of Atlanta Learning Site**

**Atlanta Learning Site – 2600 Century Parkway NE, Suite 110, Atlanta GA 30345  
(404) 748-1225**

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### **Page 5 – Addition to Non-Discriminatory Policy**

South College is an equal opportunity college open to any qualified individual without regard to race, religion, sex, age, color, national or ethnic origin, sexual orientation, or disability. Pursuant to all applicable federal anti-discrimination laws, including Section 504 of the Rehabilitation Act of 1973, and regulations, South College does not discriminate against any of the protected categories of individuals in the administration of policies, programs, or activities. This nondiscrimination policy includes admission policies, loan programs, employment practices, and all other college-administered programs. The following individuals are charged with ensuring South College’s compliance with these laws: Dean of Student Services (Main Campus & Parkside Learning Site) 3904 Lonas Drive, Knoxville, TN 37909, Phone: 865-293-4539; Dean of Academic and Student Services (Asheville Learning Site), 140 Sweeten Creek Road, Asheville, NC 28803, Phone: (828) 398-2566; Dean of Academic and Student Services (Nashville Learning Site), 616 Marriott Drive, Suite 550, Nashville, TN 37214, Phone: (629) 802-3015; Dean of Academic and Student Services (Atlanta Learning Site), 2600 Century Parkway NE Suite 110, Atlanta GA 30345, Phone (404) 748-1225.

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### **Page 6 – Addition to History**

In 2018, the institution opened a Learning Site in Atlanta, GA.

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### **Page 7 – Addition to Master’s and Baccalaureate Degree Programs**

Master of Science in Information Technology (MS)  
Bachelor of Science in Information Technology (BS)

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### **Page 8 – Addition to Associate Degree Programs and Accreditation and Affiliations**

AS Information Technology (AS)

The South College Atlanta Learning Site has been authorized under the Nonpublic Postsecondary Educational Institutions Act of 1990 to offer instruction in the programs listed on the Nonpublic Postsecondary Education Commission website ([www.gnpec.org](http://www.gnpec.org)).

California – South College is recognized as an Out of State Registered Institution with the Bureau for Private Postsecondary Education.

Massachusetts – Massachusetts is now a member of NC-SARA.

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#### **Page 10 – Revision to CAAHEP Contact Information**

##### *Associate of Science in Diagnostic Medical Sonography*

The South College Associate of Science in Diagnostic Medical Sonography – General program offered at the Knoxville campus was granted the initial 5 year accreditation award on July 16, 2015 by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, [www.caahep.org](http://www.caahep.org)). The next review is anticipated for 2020.

The South College Associate of Science in Diagnostic Medical Sonography – General program offered at the Asheville campus was granted the initial 5 year accreditation award on November 17, 2017 by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, [www.caahep.org](http://www.caahep.org)). The next review is anticipated for November 2022.

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#### **Page 12 – Revision to CAAHEP Contact Information**

##### *Certificate in Surgical Technology*

The Certificate in Surgical Technology program offered at the Asheville campus is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)), 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, based upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC-STSA). Accreditation was granted in 2009 for 10 years with the next site visit anticipated in 2019.

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#### **Page 14 – Addition to South College Campuses Section**

Located at 2600 Century Parkway NE in Atlanta, GA is an additional learning site of South College. The institution is currently completing renovations for this facility in 2018. Over 37,000 square feet of space is being utilized by the institution currently with plans for expansion. Current space includes modern lecture classrooms, specialty laboratories equipped with up-to-date equipment, a student center, a computer laboratory, faculty/staff offices and work areas, and the resource center/library. Parking is provided for students, faculty, and staff.

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#### **Page 15 – Addition to General Undergraduate Admission Requirements**

5. Evidence a 2.5 cumulative high school GPA

#### **Addition to Below Paragraph in Admissions – MS Information Technology**

Applicants to graduate programs (PharmD, DPT, EdS, MHS in Physician Assistant Studies, MEd in Teacher as Instructional Leader and Elementary Education (K-5) Initial Licensure, MBA, **MS in Information Technology**, MS in Nursing, MS in Criminal Justice, or Graduate Certificate programs should visit the section of the catalog dedicated to these programs for information regarding all admission and application procedures and/or the website indicated above.

South College does not accept undocumented foreign nationals.

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#### **Page 16 – Revision to Admission of Transfer Students**

Revise requirement #2 - Have earned 24 quarter/16 semester (change to 23 quarter/15 semester) hours with a cumulative grade point average of not less than 2.0 (only college level academic courses are applicable).

**Page 18 – Revision to Transferability of Credit (Undergraduate) Section**

Revise the following sentence to reflect a change from 60% to 75% and add the requirement for final term to be completed at South College.

Acceptance of credits earned at other institutions is limited to 75% of the total hours required for the particular degree or certificate program. Credit for transfer work may not be awarded until the applicable official transcripts are received by South College. The final term of coursework must be completed at South College unless approved by the Chief Academic Officer.

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**Page 20 – Revision to Math Requirements Section**

Revise requirement #2 (remove requirement to have been taken within the past three years) – Score of 19 or above on the Mathematics section of the ACT Exam.

Revise requirement #4 (remove requirement to have occurred in last 10 years) – Successfully have passed or received transfer credit for a higher-level mathematics course.

Add #5 -

5. Received a B or higher in any nonremedial high school math class as evidenced by official high school transcript..

**Revision – Immunization Requirements Section**

**IMMUNIZATIONS REQUIREMENTS**

All new students enrolling in onground classes at South College campuses in Tennessee and North Carolina are asked to submit certain immunization documentation. Students new to South College should minimally provide proof of immunity to Measles, Mumps, Rubella and Varicella (chicken pox). Students may enroll with documentation of one dose of each required vaccine by the date specified for their enrollment period. The minimum immunization requirements and exemptions to the requirements are discussed in the admissions process.

Students pursuing a Health Profession program at all campuses are required to meet specific program requirements regarding immunization for Hepatitis B and other diseases. The documentation required for program-required immunizations is outlined during the program admission process.

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**Page 21 – Addition to List of Tuition for 2017-2018 (Please see new schedule of tuition rates for 2018-2019 at the end of this Addendum)**

MS Information Technology - \$5200 per quarter

CERT Licensed Practical Nurse - \$5200 per quarter

STUDENTS BEGINNING MIDQUARTER ONLY (Effective Spring Midquarter 2018)

The following tuition rates apply to students beginning or reentering South College at a midquarter point.

1-5 credit hours - \$1,750

6-9 credit hours - \$3,000

>9 credit hours – Approval from Campus Dean of Academic and Student Services and subject to normal full-time Rates

Regular tuition rates as published will apply to all terms subsequent to the midquarter. The above rates for a midquarter are only applicable one time. If a student reenters a second time at a midquarter point, the regular tuition rates apply.

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### **Pages 22-23 – Addition to Refund of Tuition Section**

3. A full tuition adjustment will be made when a student cancels or drops all classes before the drop/add deadline in any full quarter term. For students whose initial enrollment occurs on a mid-quarter term, a full tuition adjustment will be made when a student cancels or withdraws from all classes in that initial term of enrollment. In both situations, any term or course related fees associated with classes canceled or dropped prior to the drop/add date will also be adjusted from the account. If a student used a book allowance to purchase text books and receives the textbooks, the charge for books will remain on the account.

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### **Page 23 – Revision to State Refund Policy (Tennessee)**

This refund policy will also apply to those students enrolled at the South College Atlanta Learning Site – Revise Heading to State Refund Policy (Tennessee/Georgia).

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### **Pages 23-24 – Addition to Return of Title IV Section**

All Title IV will be returned for terms in which the student has had all tuition and fees fully removed and no attendance is reported due to canceling or withdrawing for all courses during that term.

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### **Page 25 – Addition to Pell Grant Section**

Eligibility for the Federal Pell Grant will be determined as of the drop/add period for each term. The Pell Grant is awarded based on the eligibility of each individual student based on the number of hours for which the student is registered as of the official drop/add date each term. For students who choose to register for a course in which the start and end dates fall after the drop/add date for the full applicable term, the student must register for the course prior to the main term drop/add date in order to be eligible for Pell Grant associated with those hours. For students whose initial enrollment is during a mid- quarter term, Pell Grant eligibility is determined as of the drop/add date of the initial term of enrollment. The addition or removal of courses between that point and the end of the term will not affect Pell Grant awards for that term except in the situation where a student fully withdraws and a Return to Title IV calculation must be conducted. Please see the *Return of Title IV* section of the catalog for further information on eligibility upon withdrawal.

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### **Page 26 – Removal of Federal Perkins Loan**

This program is no longer available.

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### **Page 27-28 – Revision to South College TN Reconnect Grant and South College Promise Grant**

#### **South College TN Reconnect Grant**

The South College TN Reconnect Grant is available to promote educational opportunities for students who are eligible to receive the TN Reconnect Grant through the State of Tennessee. To receive the Grant, students must be eligible for the TN Reconnect Grant in the current term of enrollment and not be utilizing any other South College institutional grants. The restrictions and terms for the Grant are detailed below.

The South College TN Reconnect Grant is administered as follows:

- This Grant cannot be combined with any other type of institutional grant or scholarship.
- The Grant does not have any cash value. It may be awarded to assist with covering the cost of tuition, fees, and books/required course materials posted to the student's South College account for an applicable term. A credit balance on the student account will not occur as the result of a SC TN Reconnect Grant being awarded for any term. Therefore, a stipend due to a credit balance on an account as the result of the SC TN Reconnect Grant posting will not occur.
- Eligibility for this Grant is determined on a term by term basis. The student must be eligible for TN Reconnect as designated through the TSAC/eGrants website.
- Only undergraduate students pursuing Associate and Certificate level programs are eligible for the SC TN Reconnect Grant. Program eligibility is restricted to those programs that are designated on the South College website, [www.south.edu](http://www.south.edu), as TN Promise eligible programs. South College may update these programs at its discretion. Students

who enroll in a South College TN Reconnect Grant program will continue to receive the grant as long as all other eligibility criteria have been met and there is no break in enrollment.

- Students who break enrollment for any reason are subject to updated grant rates as designated by the catalog under which his/her current enrollment falls. The South College TN Reconnect Grant is subject to change at the discretion of the college. Awards made to eligible students will not change as long as the student maintains continued enrollment and eligibility as outlined above.
- The Grant disbursement schedule is as follows:

Ground Campus Students:

- 10 or more hours: \$1,000 per term
- 6-9 hours: \$500 per term
- 1-5 hours: \$250 per term

Online Students:

- 6 or more hours: \$500 per term
- 1-5 hours: \$250 per term

### **South College Promise Grant**

The South College Promise Grant provides our students outside of Tennessee with a similar level of tuition support that our Tennessee students receive as a part of the TN Promise Scholarship program. TN Promise is a publicly funded state scholarship available to students at eligible institutions like South College. Currently, our students outside Tennessee do not have access to a comparable program in their state.

This South College (SC) Promise Grant is offered to provide assistance for recent high school graduates in order to help keep student loan debt to a minimum. The SC Promise Grant totals \$12,000 awarded equally over the first 4 terms of enrollment at an eligible South College campus.

South College Promise Grant Eligibility Requirements and Rules:

- Student must have graduated from high school within the past year from an accredited high school or an approved home school program. He/she must enroll by the Fall term following the high school graduation date. (i.e. a December graduate would need to enroll by the Fall term of the following year)
- Student must be able to provide proof of U.S. citizenship.
- Student must not have been previously enrolled in any South College campus, with an exception being made for Dual Enrollment students.
- Students must be enrolled in an eligible South College campus at a full-time status (12 credit hours or more) in each term for which they receive the SC Promise Grant.
- Students must maintain a term GPA of 2.0 or higher each term to remain eligible for the Grant.
- Only undergraduate students pursuing Associate or Bachelor level programs are eligible for the SC Promise Grant. Students who enroll using the SC Promise Grant will continue to receive the grant as long as all other eligibility criteria have been met and there is no break in enrollment throughout the first 4 terms of enrollment.
- Students who break enrollment for any reason will not be eligible for the SC Promise Grant upon re-entry.
- The \$12,000 SC Promise Grant is applied at a rate of \$3,000 each term over the first four (4) terms of enrollment.
- Eligibility for this Grant is determined on a term by term basis.
- The Grant does not have any cash value. It may be awarded to assist with covering the cost of tuition, fees, and books/required course materials posted to the student's South College account for an applicable term. A credit balance on the student account will not occur as the result of a SC Promise Grant being awarded for any term. Therefore, a stipend due to a credit balance on an account as the result of the SC Promise Grant posting will not occur.
- This Grant cannot be combined with any other type of institutional grant or scholarship.
- enrollment.
- Student must attend a campus eligible for SC Promise Grant: Atlanta, GA and Asheville, NC.
- The Grant disbursement schedule is as follows:
  - Quarter 1: Full-time status \$3,000
  - Quarter 2: Full-time status: \$3,000
  - Quarter 3: Full-time status: \$3,000
  - Quarter 4: Full-time status: \$3,000

## **Addition – South College Closed Institution Transfer Grant**

### **South College Closed Institution Transfer Grant**

The South College Closed Institution Transfer Grant is available to any eligible student who was enrolled at a Closed Institution that is admitted as a transfer student to South College within 6 months of the Institution closing and who is not receiving 100% coverage of tuition and fees under any VA educational benefit and/or state/federal/institutional/private grant or other scholarship program. This Grant is effective beginning January 2019. South College reserves the right to discontinue this Grant at its discretion.

#### **Eligibility Requirements:**

The South College Closed Institution Transfer Grant is disbursed over four quarters. The Grant amounts are as follows per term:

- Full-Time Onground Full Quarter - \$1,000
- Part-Time Onground Full Quarter or Part-Time Onground 1<sup>st</sup> 5 weeks Only or Midquarter Onground Only - \$500
- Less Than Part-Time - \$250
  
- Full-Time Online - \$250 per 5 week term (total of \$500 for any quarter)
- Part-time Online - \$125 per 5 week term (total of \$250 for any quarter)

The Grant award is applied against tuition and mandatory fees. The maximum Grant amount for onground students is \$4,000 and for online is \$2,000 during the term of the Grant.

Closed Institution transfer students receiving this Grant must have continuous enrollment through the Grant award period and earn a minimum GPA of 2.0 for each of the terms in the award period. Eligibility for this Grant is determined on a term by term basis and is awarded for no more than 4 consecutive quarters. Eligible students must begin classes at South College no later than 6 months following the closure of the Institution.

The South College Application Fee is waived for all Closed Institution students admitted to South College who receive this Grant.

Please contact the South College Office of Financial Aid or Department of Admissions for more details.

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## **Page 35-36 – Revision to Grievance Procedures to include Georgia Students**

Add the following to the end of the section - Georgia Students – Should there be a grievance that cannot be satisfactorily resolved at the institution level, a student may contact the Georgia Nonpublic Postsecondary Education Commission, 2082 East Exchange Place, Suite 220, Tucker, Georgia 30084-5305, Office: (770) 414-3300, website: <http://gnpec.org/comsumer-resources/>.

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## **Page 37 – Replace the Following Policy with the Below**

### **SEXUAL MISCONDUCT (TITLE IX) POLICY**

South College is committed to fostering an environment that is free from all forms of sexual misconduct, including sexual discrimination, sexual assault, sexual harassment, domestic violence, dating violence, sexual exploitation, stalking, retaliation, and intimidation. The institution takes steps to increase awareness of such misconduct, to thoroughly investigate reports of sexual misconduct, and to take fair and appropriate actions as warranted. Creating a safe and non-discriminatory campus environment is the shared responsibility of all members of the South College community.

Consistent with Title IX of the Education Amendments of 1972, South College does not discriminate against students, faculty, staff, or third parties based on sex in any of its programs or activities, including but not limited to educational programs, employment, and admission. Sexual harassment, including sexual violence, is a kind of sex discrimination and is prohibited by Title IX and by the institution. Individuals who engage in such conduct are subject to disciplinary action. This policy applies to all students, faculty, staff, and third parties regardless of sexual orientation or gender identity. Further, this policy applies to both on-campus and off-campus conduct if (a) the conduct occurred in connection with an institutional

program or activity, or (b) the conduct may have the effect of creating a hostile environment for a member of the South College community.

### **Definition of Consent**

Voluntary acquiescence refers to the act or result of reaching an accord; a concurrence of minds; actual willingness that an act or an infringement of an interest shall occur (West's Encyclopedia of American Law, ed.2, 2008). In the context of sexual misconduct, submission due to apprehension or terror is not real consent; there must be a choice between resistance and acquiescence. Consent can be withdrawn at any time. If a person resists to the point where additional resistance would be futile or until his/her resistance is forcibly overcome, submission thereafter is not consent. Past consent does not imply future consent by an individual.

### **Conduct Prohibited**

1. **Domestic Violence** includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
2. **Dating Violence** means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
3. **Sexual Assault/Sex Offenses** means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable.
4. **Stalking** means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
5. **Sexual Harassment** means any unwelcome conduct of a sexual nature, such as requests for sexual favors and other verbal, nonverbal, or physical conduct of a sexual nature (e.g. fondling). Gender-Based Harassment is a form of sexual harassment and means unwelcome conduct based on an individual's actual or perceived sex, including harassment based on gender identity or nonconformity with sex stereotypes; it does not necessarily involve conduct of a sexual nature.
6. **Intimidation** means to make an individual fearful or to put into fear.
7. **Retaliation** refers to the act of seeking revenge upon another individual
8. **Sexual Discrimination** includes all forms of sexual harassment, sexual assault, and sexual violence by employees, students, or third parties against employees, students, or third parties. Students, employees, and third parties are prohibited from harassing other students and/or employees whether or not the incidents of harassment occur on the College campus or during working hours. Discrimination against pregnant and parenting students is another form of sex discrimination that is prohibited.
9. **Sexual Exploitation** occurs when someone takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:
  - Invasion of sexual privacy;
  - Prostituting another student;
  - Non-consensual video or audio-taping of sexual activity;
  - Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you have consensual sex);
  - Engaging in voyeurism;
  - Knowingly transmitting an STI or HIV to another student;
  - Exposing one's genitals in non-consensual circumstances;
  - Inducing another to expose their genitals;
  - Sexually-based stalking and/or bullying.

Source: Title IX Resource Guide (April, 2015), <http://www2.ed.gov/about/offices/list/ocr/docs/dcl-title-ix-coordinatorsguide-201504.pdf>.

### **Reporting Policies and Protocols**

South College is committed to responding promptly and effectively when it learns of any form of possible discrimination based on sex that involves a student, employee, or third-party affiliate against a student at any location including campus/clinical/student teaching/practicum/internship/fieldwork site. South College's Title IX Coordinator and Deputy Title IX Coordinators are responsible for overseeing all Title IX incidents reported to the institution and for implementation

of this policy, including but not limited to, identifying and addressing any systemic gender-based harassment, discrimination, and sexual misconduct. Matters that solely involve employees (no students are involved) should be addressed with an HR representative and are governed by the institution's sexual harassment policy.

Allegations should be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator using the Sexual Misconduct (Title IX) Incident Form immediately following the alleged incident of sexual misconduct. All employees, students, and third parties can access the Sexual Misconduct (Title IX) Incident Form on the South College Portal.

Title IX Coordinator for South College (And Currently for Atlanta Campus)  
Jeremy Wells, Chief Academic Officer  
3904 Lonas Drive, Knoxville, TN 37909  
jwells@southcollegetn.edu, 865-251-1815

Deputy Title IX Coordinator at the Main Campus and Parkside Learning Site  
Ms. Carolyn Hillegas, Dean of Student Services  
3904 Lonas Drive, Knoxville, TN 37909  
chillegas@southcollegetn.edu, 865-293-4539

Deputy Title IX Coordinator at the Asheville Learning Site  
Dr. Lisa Satterfield, Dean of Academic and Student Services  
140 Sweeten Creek Road, Asheville, NC 28803  
lsatterfield@southcollegetn.edu, 828-398-2566

Deputy Title IX Coordinator at the Nashville Learning Site  
Dr. Stacy Waddell, Dean of Academic and Student Services  
616 Marriott Drive, Nashville, TN 37214  
swaddell@southcollegetn.edu, 629-802-3015

Deputy Title IX Coordinator:  
Mr. Randall Carr, Vice President of Talent Management & Human Resources  
3904 Lonas Drive, Knoxville, TN 37909  
randall.carr@southcollegetn.edu, 865-293-4550

### **Confidentiality**

South College encourages complainants of sexual violence to talk to somebody about what happened so that complainants can get the support they need, and so that South College can respond appropriately. Different employees on campus have different abilities to maintain a complainant's confidentiality.

### *Professional Counselors*

Professional, licensed counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator or appropriate Deputy Title IX Coordinator without a complainant's permission. These counselors will provide information to the College if there is a serious threat to the safety of students and employees.

### *Responsible Employees*

When reporting to responsible employees, who are required to report potential violations of this policy, the complainant can expect South College to take steps to investigate and resolve the situation promptly and equitably. The issue will be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator using the Sexual Misconduct (Title IX) Incident form. To the extent possible, the information reported will only be shared with the employees charged with handling the College's response to the report.

The following employees (or categories of employees) are the College's responsible employees:

- All Faculty
- All Clinical Site Preceptors/Instructors
- All Staff



### **Determining Confidentiality**

If a complainant discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the institution will weigh that request against its obligation to provide a safe, non-discriminatory environment for all students, including the complainant. If the request for confidentiality is honored, a complainant must understand that the institution's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited. Although rare, there are times when the College may not be able to honor a complainant's request in order to provide a safe, nondiscriminatory environment for all students. All requests for confidentiality will be determined by the Title IX Coordinator.

### **Retaliation Prohibited**

Retaliation against any person who alleges a violation of the Sexual Misconduct Policy or who reports or assists South College in the investigation of a complaint under this policy may result in disciplinary action up to and including termination or dismissal by South College. Retaliation against any person who is a respondent to an alleged sexual misconduct violation is prohibited as well. South College will take steps to protect all parties from retaliation or harm and will work with the complainant to create a safety plan. Any alleged retaliation should be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator.

### **Assistance for Reported Complainants of Sexual Misconduct**

South College will provide assistance to reported complainants of sexual misconduct. Among other possible actions, the College may:

- institute a no contact directive in writing by the Title IX Coordinator or appropriate Deputy Title IX Coordinator to all persons involved in the incident once a report has been made. Failure of a complainant or a respondent to abide by this directive may be subject to disciplinary action.
- assist the complainant(s) in accessing available complainant advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus.
- provide other security and support, which could include helping arrange course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests.
- inform the complainant(s) of the right to report a crime to campus or local law enforcement and provide the complainant(s) with assistance if determination is made to do so.

### **Informal Complaint Process**

In some cases, the complainant may feel that a situation can be remedied without going through the formal complaint process. In this case, the Title IX Coordinator and appropriate Deputy Title IX Coordinator will work with the complainant and respondent to determine a resolution to the complaint. At any time, the complainant or institution may elect to transition the proceedings to the Formal Complaint Process. A complainant may also request to go through the Informal Complaint Process after a formal investigation has been completed. South College will allow an informal complaint to proceed only if the potential remedies to the alleged misconduct do not involve the possibility of serious disciplinary action (e.g. suspension or dismissal).

### **Formal Complaint Process**

Once South College is aware of a reported incident of sexual misconduct, the Title IX Coordinator or assignee, together with a Deputy Title IX Coordinator, will conduct an investigation to determine if the allegation(s) have merit, as well as to determine if the allegations should be pursued through a hearing by the Title IX Conduct Committee.

The following guidelines will govern an Investigation:

- Title IX investigations should be concluded within (60) days of receipt of a report, unless there are extraordinary circumstance in which a longer period will be permitted. Both the complainant(s) and the respondent(s) will be notified in writing should an extension be required.
- If the investigation results indicate that the complaint should not proceed to a review by the Title IX Conduct Committee, both parties (complainant and respondent) will be informed in writing within (14) business days of the decision that the complaint was dismissed without further proceedings. Should the complainant wish to appeal this decision, he/she should follow the Appeal Process listed in the last section of this policy.
- If the investigation results indicate that a complaint should proceed to a review by the Title IX Conduct Committee, both parties (complainant and respondent) will be informed within (14) business days of the decision. The formal hearing by the Title IX Conduct Committee will then occur within (14) business days of the notification.

- Each party will have access to review the statements and documents relied upon by the Title IX investigators in reaching the decision.

While not required, each party may choose an advisor (attorney or otherwise) at his/her own expense to assist during the investigation and hearing process. While the advisor may be present, s/he cannot verbally participate in either process. All statements and testimony must come solely from the parties and their witnesses. If the desired advisor is an employee of the institution, the Title IX Coordinator may determine that there is a conflict of interest and require that an alternative advisor be used.

At least (3) business days prior to the hearing, both the complainant and the respondent will schedule a pre-hearing consultation with the Title IX Coordinator and/or appropriate Deputy Title IX Coordinator to discuss the issues and facts that will likely be presented at the hearing, submit written questions for the opposing party, provide any witness or advisor information, ask procedural questions, submit a written statement, and submit evidence to be presented during the hearing if desired.

The following guidelines will govern the Title IX Conduct Committee:

- The Title IX Conduct Committee will be composed of a minimum of three trained South College officials.
- The parties will receive the names of the Committee Members in advance of the hearing and will have (2) business days to object to the membership based on alleged bias or conflict of interest. The Title IX Coordinator and appropriate Deputy Title IX Coordinator will jointly decide the merits of the objection and will replace a Committee Member if necessary.
- The decision of the Committee will be based on a preponderance of evidence standard (i.e. “more likely than not”).
- The Title IX Coordinator and/or appropriate Deputy Title IX Coordinator will deliver the investigation report and be present throughout the hearing, but will not act as a Committee Member.
- The Chair of the Committee will be selected by the Committee Membership. The Chair will ask questions submitted by the parties and may rephrase or omit them based on professional judgement. All Committee Members may ask questions, the Chair may rephrase or filter if necessary. The parties may also be allowed to ask question at the discretion of the Chair.
- In all cases, whether the respondent is present or not, the evidence in support of the allegations shall be presented and considered. Should the respondent fail to appear for the hearing, a plea of “not in violation” shall be recorded for the respondent’s behalf and the hearing will proceed.
- Either the complainant or respondent may request to participate in the proceedings via video conferencing as long as both parties and the Committee Members may see each other and the witnesses. Participation via telephonic conferencing alone is not allowed.
- The complainant and the respondent have the right to hear all evidence, present evidence, testify, and hear and question witnesses. Direct questioning of witnesses by the respondent or complainant may be limited. All initial questions for witnesses must be submitted by the complainant and respondent prior to the hearing; the Title IX Conduct Committee Members determine if the questions are appropriate and control the questioning.
- After the hearing, the Committee will determine by majority vote whether a violation of the Title IX policy has occurred and will notify both parties of the decision in writing within (14) business days.
- If it is determined that a violation has occurred, both parties will have (3) business days from the time they receive the Committee’s written decision to submit a written impact statement if they choose. An impact statement allows the parties to express what penalty they feel is deserved and what impact that might have on them.
- Within (14) business days of receiving the impact statement(s), the Committee will notify all parties in writing of the Committee’s findings and sanctions imposed, if any.

### **Sanctions for Sexual Misconduct**

The following sanction(s) may be imposed upon any individual student found to be in violation:

- Issuance of a formal, written warning and reprimand (status of probation may be imposed)
- Issuance of a suspension or a required leave of absence for a period of time, contingent upon the student meeting specified conditions
- Dismissal from the college without possibility of re-admission

In cases of third parties and employee sanctions, South College will take prompt and effective action to stop the harassment and prevent its recurrence upon notice of the harassment. The sanctions taken by South College will differ depending on the

level of control that the College has over the third party. For employees, the following sanction(s) may be imposed upon any individual employee found to be in violation of the South College Employee Handbook/Title IX rules:

- Issuance of a verbal warning
- Requirement of training
- Issuance of a suspension (with or without pay), contingent upon the employee meeting specified conditions for returning
- Issuance of a written warning with formal counseling (status of probation may be imposed)
- Termination of employment

### **Appeal Process**

Should the complainant and/or respondent wish to appeal the decision of the investigation, or the decision of the Title IX Conduct Committee, an appeal must be submitted within (7) business days of delivery of the decision. The appeal must be in writing and submitted to the Vice Chancellor of Institutional Advancement and Effectiveness. The appeal may be filed only to determine whether the investigation or hearing was conducted fairly and in conformity of the procedures or to determine whether the sanction(s) imposed were appropriate. An appeal received that does not address one of these areas will be dismissed without further consideration. A complete review of the appeal will be made by the Vice Chancellor within (14) business days after receipt of the appeal and additional information. In the event an extension is needed for this review, the individual making the appeal will be notified. A written decision will be issued to the respondent, complainant, and the Title IX Coordinator and/or Chair of the Title IX Conduct Committee.

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### **Pages 44-48 – Revision to South College Satisfactory Academic Progress**

#### **SOUTH COLLEGE SATISFACTORY ACADEMIC PROGRESS**

(Effective Fall Quarter 2018)

A student must make measurable progress toward the completion of his/her course of study. Poor performance, such as failing grades or withdrawals from courses, may result in satisfactory academic progress issues. Successful completion of all scheduled courses each term is very important.

Minimum standards of satisfactory progress as defined in this catalog apply to all students. *Individual academic programs, particularly graduate programs, may require additional qualitative and quantitative standards for continued matriculation in those programs. Please see the catalog section and program handbooks for the chosen program and carefully review all requirements.*

For the purpose of determining whether or not a student is making such progress, the college has established minimum satisfactory progress standards that stipulate that students must meet required minimum standards according to a prescribed schedule in three areas for their current program.

- Maintain a minimum cumulative grade point average (CGPA);
- Maintain a minimum cumulative course completion rate (CCCR); and
- Complete program of study in not more than one and one-half times the required program length (maximum program length) measured in credit hours.

For purposes of satisfactory progress evaluation, all courses attempted in a quarter are included (i.e., on-ground, on-line, midquarter, full-quarter, etc.).

#### *Maximum Program Length*

A student must complete the entire program in which he/she is enrolled within one and one-half times the normal program length as measured in credit hours or face suspension from the institution. Extension of the student's initial maximum time frame will be allowed for program changes and double majors. Students are allowed to appeal academic suspensions related to maximum program length.

#### *Course Attempts*

All courses in which the student was enrolled after the drop/add deadline published for each quarter will be counted in the cumulative credit hours attempted. This includes letter grades of A, B, C, D, and F, the passing grade of P, an incomplete grade of I, and a withdrawal passing grade of W.

### *Course Repeats*

All repeated courses will be included in credit hours attempted. Earned credits (credit hours awarded for passed courses) will be counted only once regardless of the number of times a course has been repeated and passed. The last grade received will replace any previous course grades in the calculation of the cumulative grade point average unless the last grade is a W or N. When one of these is the last grade, the previous grade will continue to be used in the cumulative GPA calculation. Students may retake a course which has been successfully completed in order to improve their CGPA.

### *Incomplete Courses*

The credits for incomplete courses will be counted as hours attempted but not earned in the quarter of enrollment if the I grade is present at the time that progress is evaluated. Incomplete grades must be cleared by the end of the first week of the subsequent quarter (unless special approval is received from the campus Dean). An incomplete grade not cleared by the deadline will be changed to an F. If an incomplete grade is cleared to a passing grade, the course credits will be counted as hours earned as well as attempted. The final grade awarded is included in the calculation of the cumulative grade point average.

### *Transfer Students*

Transfer students will be considered to be making satisfactory progress at the time of their transfer to South College. Transfer credits awarded will be included in both hours attempted and hours earned for the purposes of satisfactory progress evaluation. Grades for transfer credits awarded from other postsecondary institutions are not included in the CGPA. South College accepts transcripts for transfer credit evaluation throughout the students' academic program with verification that all limits placed on total allowable transfer credits will not be exceeded. Transfer credits affect students' cumulative course completion rate.

### *Change of Program*

Students are allowed a maximum of two program changes unless approval is given. Changing from an associate level program to a baccalaureate level program in the same area is not considered a change of program. Program changes become effective at the beginning of the subsequent quarter that the program change form is completed. Satisfactory progress status is determined based on all courses attempted for the currently declared program and all transfer credits awarded for declared programs.

**Students Who Were Last Enrolled at South College Before October 1, 2018** - These students will have their prior satisfactory progress status carried forward. Their progress after that time will be evaluated based on the current satisfactory progress policy.

## **MINIMUM STANDARDS OF SATISFACTORY PROGRESS**

Satisfactory academic progress is evaluated qualitatively, in terms of cumulative grade point average, and quantitatively, in terms of credit hours earned versus credit hours attempted at the end of each quarter. Students are evaluated based on the number of attempted credits associated with the ranges listed in the following tables according to the designated standard. These are minimum standards of satisfactory progress. Failure to satisfactorily complete scheduled courses in any term will hinder progress toward graduation and may result in satisfactory progress issues. Changes in Satisfactory Academic Process status are communicated to students in writing via letter. It is very important that the student report any changes in address to the Registrar's office at the associated campus.

### *Certificate Programs*

<b>Evaluation Checkpoint/ Credit Hours Attempted</b>	<b>Cumulative GPA Required</b>	<b>Cumulative Completion Rate Required</b>	<b>Result if Not Met</b>
1-24.99% of Program Length	1.00	30%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
25-49.99% of Program Length	1.50	50%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
50%+ of Length	2.00	66.67%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.

100% Maximum Program Length	2.00	66.67%	Students in this category not meeting the minimum requirement are placed on SP Suspension.
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***Degree Programs***

<b>Evaluation Checkpoint/ Credit Hours Attempted</b>	<b>Cumulative GPA Required</b>	<b>Cumulative Completion Rate Required</b>	<b>Result if Not Met</b>
1-35 Credits Attempted	1.00	30%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
36-71 Credits Attempted	1.50	60%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
72+ Credits	2.00	66.67%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
100% Maximum Program Length	2.00	66.67%	Students in this category not meeting the minimum requirement are placed on SP Suspension.

**SATISFACTORY PROGRESS WARNING**

Students not achieving the required minimum standards (either CGPA or CCCR) at the end of any quarter will be placed on satisfactory progress warning for one quarter. Students on satisfactory progress warning are eligible for federal financial assistance.

At the end of the warning term, if the student has not met the minimum CGPA and/or completion rate requirements, the student will be suspended from the college for failure to make satisfactory progress and at that time is not eligible for Title IV funds. Students in warning status that meet the cumulative minimum standards at the end of the warning term are considered to be making satisfactory progress.

**SATISFACTORY PROGRESS SUSPENSION**

Students not achieving the minimum standards (either CGPA or CCCR) at the end of a warning term will be placed on satisfactory progress suspension. Students reaching 100% of maximum program length with additional required courses will be placed on satisfactory progress suspension. In both cases, the student is not eligible for Title IV funds at the time of suspension. Students may appeal a satisfactory progress suspension. Please see the following section.

**APPEAL PROCEDURES/SAP PROBATION**

Students who wish to appeal a satisfactory progress suspension must contact the Dean of Academic and Student Services (Asheville) or the Dean of Student Services (Knoxville) who will provide the student with the appropriate forms to complete for the appeal. Appeals must be requested in writing per the deadline communicated in the suspension letter received for the upcoming quarter, or at least two weeks prior to any other quarter.

In addition to the required institutional forms for the appeal, the student must describe in writing the mitigating circumstances that had an adverse impact on satisfactory progress in the academic program. The following is an example list of mitigating circumstances.

- Death of an immediate family member
- Student illness requiring hospitalization (this include mental health issues)
- Illness of an immediate family member where the student is the primary caregiver
- Illness of an immediate family member where the family member is the primary financial support
- Abusive relationships
- Divorce proceedings
- Previously undocumented disability
- Work-related transfer prior to the evaluation point

- Change in work schedule prior to the evaluation point
- Natural disaster
- Financial hardship such as foreclosure or eviction
- Loss of transportation where there are no alternative means of transportation
- Documentation from the Academic Advisor, Institutional Counselor, and/or a Professional Counselor

The student must also provide information as to changes made that will allow the student to meet minimum requirements. Appropriate documentation of all circumstances should accompany the appeal.

Once a written request and associated materials for appeal are received, a hearing will be scheduled with the Satisfactory Progress Committee at the designated campus.

The Satisfactory Progress Committee will determine if the appeal is granted or not. If the appeal is granted, an acceptable academic plan will be established if needed to facilitate program completion. When only one quarter of satisfactory performance is needed to regain Satisfactory Academic Progress, and academic plan will not be established. If an acceptable academic plan is approved, the student must agree with and sign the plan to evidence understanding of all requirements. Students with approved academic plans will be placed in probationary status for the duration of this plan. Students in this status are eligible to receive financial aid if otherwise eligible. Failure to meet the stipulations of an academic plan will result in dismissal and ineligibility to receive financial aid.

If a student appeals and is denied the appeal, or if a student fails to meet stipulations of an academic plan, he/she must remain out of school for at least two quarters. The student can then request an additional appeal for reinstatement, but will be required to demonstrate changes that have occurred that promote an increased possibility of success. If the appeal is granted, an acceptable academic plan will be established to facilitate program completion. If an acceptable academic plan is approved, the student must agree with and sign the plan to evidence understanding of all requirements. Students with approved academic plans will be placed in probationary status for the duration of this plan. Students in this status are eligible to receive financial aid if otherwise eligible. Failure to meet the stipulations of an academic plan will result in dismissal and ineligibility to receive financial aid. A student who subsequently fails to meet an approved academic plan may appeal a second time after six months.

If the appeal is denied a second time or the student fails to meet the stipulations of an academic plan for the second time, the student will be permanently dismissed. Exceptions must be approved by the Vice Chancellor of Institutional Advancement and Effectiveness.

Decisions of the Committee are communicated to the student both verbally following the hearing and via letter, with a copy retained in the student academic file. These decisions are normally considered final, however a student disagreeing with the action of the Committee may appeal the decision to the Vice Chancellor of Institutional Advancement and Effectiveness. The request for review and the associated reasons must be submitted in writing to the Dean of Academic and Student Services (Asheville, Nashville, and Atlanta) or the Dean of Student Services (Knoxville) within three (3) work days of the SAP Committee Hearing. The decision of the Vice Chancellor is final.

### **Pages 60-61 – Addition to Programs of Study Knoxville (Main Campus)**

Master of Science in Information Technology (MS)  
 Bachelor of Science in Information Technology (BS)  
 Associate of Science in Information Technology (AS)

### **Page 62 – Addition of Programs of Study Asheville (Learning Site)**

Bachelor of Business Administration w/Concentration in Project Management (BBA)

### **Removal of Programs of Study Asheville (Learning Site)**

AS Electronical Engineering Technology

### **Pages 63 – Addition to Programs of Study Nashville (Learning Site)**

Associate of Science in Occupational Therapy Assistant  
Bachelor of Business Administration w/Concentration in Project Management (BBA)  
Bachelor of Science in Health Science (Post-PTA)

### **Removal of Programs of Study Nashville (Learning Site)**

AS Electronical Engineering Technology  
AS Investigation and Security  
AS Network Administration and Security  
CERT Investigation and Security

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### **Page 63 – Addition of Programs of Study Atlanta (Learning Site)**

#### **Baccalaureate Degree Programs:**

Bachelor of Science in Health Science (BS)  
Bachelor of Science in Health Science (Pre-Physical Therapy) (BS)  
Bachelor of Science in Health Science (Pre-Physician Assistant) (BS)  
Bachelor of Science in Health Science w/Concentration in Computed Tomography (BS)  
Bachelor of Science in Health Science w/Concentration in Diagnostic Medical Sonography (BS)  
Bachelor of Science in Health Science w/Concentration in Magnetic Resonance Imaging (BS)  
Bachelor of Science in Health Science w/Concentration in Radiography (BS)

#### **Associate Degree Programs:**

Diagnostic Medical Sonography (AS)  
Health Science (AS)  
Health Science (Pre-Nursing) (AS)  
Health Science (Pre-Pharmacy) (AS)  
Radiography (AS)

#### **Certificate Programs:**

Computed Tomography (CT)  
Magnetic Resonance Imaging (MRI)

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### **Page 65 – Addition of Information Relating to AS Information Technology Program**

#### **Associate of Science**

#### **INFORMATION TECHNOLOGY**

The Associate of Science in Information Technology degree program is designed to provide students with the knowledge and skills needed to critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

#### **LEARNING OUTCOMES**

Through completion of the Associate of Science in Information Technology program, students will:

1. Apply knowledge of computing requirements and mathematics for technology solutions in business applications.
    - a. Apply knowledge of applications development.
    - b. Develop scripts for information technology applications.
  2. Analyze a problem and identify the computing requirements for the appropriate solution. Plan, install, manage, and troubleshoot a computer network.
  3. Design and use spreadsheets and database applications for business processes and project tracking.
    - a. Use spreadsheets for business applications and project tracking.
    - b. Design a relational database using Microsoft Access.
-

**Page 66 – Addition of Information Relating to BS Information Technology Program**

**Bachelor of Science**

**INFORMATION TECHNOLOGY**

The Bachelor of Science in Information Technology degree program is designed to provide students with the knowledge and skills needed to critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

**LEARNING OUTCOMES**

Through completion of the Bachelor of Science in Information Technology program, students will:

1. Apply knowledge of computing requirements and mathematics for technology solutions in business applications.
  - a. Apply knowledge of applications development.
  - b. Develop scripts for information technology applications.
  - c. Develop computer code for business applications.
  - d. Create, install, and configure virtual machines.
2. Analyze a problem and identify and define the computing requirements for the appropriate solutions.
  - a. Plan, install, manage, and troubleshoot a computer network.
  - b. Apply telecommunications principles to design and configure a network.
  - c. Plan and implement security technology.
3. Design and use spreadsheets and database applications for business processes and tracking.
  - a. Use spreadsheets for business applications and project tracking.
  - b. Design a relational database using Microsoft Access.
  - c. Construct a conceptual database model and write queries for relational databases.
4. Develop an understanding of professional, ethical, legal, security, and social issues and responsibilities. Explain ethical and legal issues impacting information technology.
5. Develop the ability to function effectively on teams to accomplish a common goal.
  - a. Examine the project life cycle, project teams, estimating project times, developing plans, identifying risks, and outsourcing.
  - b. Apply project management techniques to IT projects.
6. Design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
  - a. Develop information technology solutions by evaluating user requirements in the systems development environment.
  - b. Develop an information technology solution to a real-world problem including design, implementation, and evaluation of the computer-based system.
7. Develop an ability to communicate effectively with a range of audiences. Develop written and oral presentations of information technology solutions appropriate for a wide range of audiences.

**Page 69 – Revision to the Following Statement**

The Associate of Science in Electrical Engineering degree program is currently offered online only.

**Page 70 – Revision to the Following Statement**

The Associate of Science in Network Administration & Security degree program is currently offered online only.

**Page 70 – Addition of AS Information Technology Program Curriculum**

The Associate of Science in Information Technology degree program is currently offered online.

**Associate of Science  
INFORMATION TECHNOLOGY**

<i>AS Information Technology Curriculum</i> .....	<i>92 credits</i>
<b>Area I – Core Curriculum</b> .....	<b>46 credits</b>
Computer                      SCC 1030    Computer & Information Literacy	4



Literacy	OTS 2090	Introduction to Word Processing	4
Mathematics	MAT 1500	College Mathematics I	4
	MAT 2500	Statistics	4
Written Communication	ENG 1200	English Composition	4
	ENG 1210	English Composition with Research	4
Humanities	Approved Humanities Elective		4
Communications	COM 1260	Effective Speaking	4
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
	SCC 2150	Interpersonal Communications	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Elective		4
<b>Area II – Major Curriculum.....</b>			<b>46 credits</b>
	BUS 2370	Principles of Management	4
	CST 1040	Spreadsheet Applications	4
	CST 1050	Database Applications	4
	CST 1400	Computer Architecture	4
	CST 1410	Introduction to Networking	4
	CST 1800	Operating Systems	4
	CST 2500	Windows Server	4
	INT 1110	Fundamentals of Information Technology	4.5
	INT 2110	Introduction to Applications Development	4.5
	INT 2120	Introduction to Scripting	4.5
	INT 2210	System Administration & Maintenance	4.5

**Page 76 – Addition to the Following Statement**

Addition of Asheville and Nashville campuses - The Bachelor of Business Administration w/Concentration in Project Management degree program is currently offered at the Knoxville, Asheville, and Nashville campuses. Several major courses may only be offered in online format.

**Page 78 – Addition of BS Information Technology Curriculum**

**Bachelor of Science  
INFORMATION TECHNOLOGY**

***BS Information Technology Curriculum.....183.5 credits***

**Area I – Core Curriculum.....58 credits**

Computer Literacy	SCC 1030	Computer & Information Literacy	4
	OTS 2090	Introduction to Word Processing	4
Mathematics	MAT 1500	College Mathematics I	4
	MAT 2500	Statistics	4
Written Communication	ENG 1200	English Composition	4
	ENG 1210	English Composition with Research	4
Humanities	Approved Humanities Elective		8

Communications	COM 1260 Effective Speaking	4
Personal	SCC 1010 College Management	2
Development	SCC 2120 Professional Development	2
	SCC 2150 Interpersonal Communications	2
Science	Approved Science Elective	4
Social Science	Approved Social Science Elective	12
<b>Area II – Major Curriculum.....</b>		<b>125.5 credits</b>
	BBA 3050 Management & Organizational Behavior	4
	BBA 3080 Business Ethics	4
	BBA 3610 Project Management	4
	BUS 2370 Principles of Management	4
	CST 1040 Spreadsheet Applications	4
	CST 1050 Database Applications	4
	CST 1400 Computer Architecture	4
	CST 1410 Introduction to Networking	4
	CST 1800 Operating Systems	4
	CST 2500 Windows Server	4
	CST 3110 Computer Programming	4.5
	CST 3210 Advanced Computer Programming Concepts	4.5
	INT 1110 Fundamentals of Information Technology	4.5
	INT 2110 Introduction to Applications Development	4.5
	INT 2120 Introduction to Scripting	4.5
	INT 2210 System Administration & Maintenance	4.5
	INT 3110 Communications for IT Professionals	4.5
	INT 3120 Advanced Mathematical Reasoning for IT	4.5
	INT 3130 Business Systems Analysis	4.5
	INT 3210 Website Design Applications for IT	4.5
	INT 3220 Network and Telecommunications	4.5
	INT 3310 Cybersecurity	4.5
	INT 4110 Database Design	4.5
	INT 4120 IT Management	4.5
	INT 4130 Virtual Computing	4.5
	INT 4210 Relational Databases	4.5
	NT 4220 Advanced Systems Administration	4.5
	INT 4310 Current Topics in IT	4.5
	INT 4320 Information Systems Design (Capstone)	4.5

**Page 83 – Addition of MS Information Technology Program Information**

**Master of Science**

**INFORMATION TECHNOLOGY**

This graduate program is designed for those qualified individuals who wish to gain their academic credentials in the field of information technology. The program requires 48 total quarter credit hours and is designed to be delivered in an online format.

**MISSION**

The Master of Science in Information Technology program is designed to provide organizations with individuals who can critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

**ADMISSIONS REQUIREMENTS**

To be considered for admission to the Master of Science Information Technology, the prospective student must meet individually, either in person or via electronic method, with an admissions representative to discuss the program and all

requirements. Applicants must provide a completed South College application for admission and application to the program. Those selected for admission will provide the following:

- Evidence of completion of a bachelor's degree from an accredited institution of higher education;
- Evidence of at least a 3.00 grade point average at the institution awarding the bachelor's degree for admittance OR Evidence of at least a 2.50 grade point average at the institution awarding the bachelor's degree for conditional admittance.

Students accepted for conditional admittance are permitted to take three courses in the M.S. Information Technology program. If they maintain a 3.00 graduate grade point average in the three courses, they are granted admittance. Applicants not possessing a minimum 2.50 grade point average at the institution awarding the bachelor's degree may include all undergraduate coursework from other institutions in the grade point average calculation. If the applicant has a minimum 2.50 grade point average for all undergraduate coursework, the applicant will be granted conditional admittance.

### **LEARNING OUTCOMES**

Graduates completing the program will accomplish the following outcomes:

1. Assess different approaches to planning, acquiring, and building information systems.
2. Create and present an information technology solution for an organizational issue.
3. Apply principles of networking by creating network maps and using best practices for managing LANs and WANs.
4. Develop database models and write SQL code for querying databases to meet organizational requirements.
5. Apply concepts of virtualization and implement a virtual infrastructure.
6. Apply the principles of operating systems and operating system software to manage subsystems.
7. Develop strategies and plans for risk management and information security considering physical resources and human resources.
8. Apply principles of project management from initiation to implementation.
9. Develop an original information technology solution to an organizational issue by integrating systems analysis, systems design, databases, security, and project management skills.

### **ADVANCED PLACEMENT AND TRANSFER OF CREDIT**

Applicants interested in the Master of Science in Information Technology program should be aware that all courses in the curriculum are required and must be completed at South College. Transfer credits, experiential learning, or advanced placement from another institution's program are not allowed.

### **PROGRAM DESIGN**

The MS IT program will be completed primarily via an asynchronous online format using the learning management system Canvas in order to provide flexibility and to accommodate the schedules of working professionals. The curriculum is tailored to provide a balance of theoretical, practical, and analytical instruction to prepare students for the unique challenges of information technology in the 21<sup>st</sup> century.

An online introduction to the program includes an orientation, a review of students' roles and responsibilities in an online instructional environment, important information about accessing South College email and Student Portal accounts, and a discussion and review of South College learning resources and student services.

Course materials and assignments emphasize collaboration, critical thinking, research, and student accountability. The program culminates with a capstone course which provides a unique opportunity for a thorough investigation of an information technology project, incorporating principles of systems analysis and design, networking principles, database programming and management, networking principles, data communications, operating systems, information security, and information technology project management.

### **GRADUATION REQUIREMENTS**

In order for a student to graduate from the Master of Science in Information Technology program, the student must be in a good academic and professional standing, have had satisfactory progress in all quarters of the academic program, and satisfactorily complete the following:

1. Successfully complete the required 48 quarter credit hours of academic course work.
2. Evidence a minimum cumulative grade point average of 3.00 or above for the required coursework.

3. Achieve a letter grade of “C” or better in all academic courses.
4. Complete all required South College and Program documents in preparation for graduation.
5. Honor all professional and financial obligations to South College.

South College reserves the right, and the student, by the act of matriculation, concedes to give South College the right to require withdrawal at any time the college deems it necessary to safeguard the standards of scholarship, conduct, and compliance with regulations, or for such other reasons deemed appropriate by South College as set forth in the South College Student Handbook and/or the South College Catalog.

**ADDITIONAL REQUIREMENTS**

South College provides computer and Internet access to staff, faculty, and students while on-campus. Online students are required to secure their own access in their personal environments. Developing computer skills is critical to the success of students in the program and in practice. Though not a requirement for admission, students are expected to possess computer skills prior to matriculation. Please see the South College website for information regarding minimum computer requirements.

The Master of Science in Information Technology Program is offered in an online format.

**Master of Science  
INFORMATION TECHNOLOGY**

<b>MS IT Curriculum.....</b>	<b>48 credit hours</b>
INT 5110 Information Technology Fundamentals	4
INT 5120 Communication Skills for Information Technology Professionals	4
INT 5130 Systems Analysis and Design	4
INT 5210 Networking Principles	4
INT 5220 Databases and Programming	4
INT 5230 Virtual Computing	4
INT 5310 Operating Systems	4
INT 5320 Advanced Database Concepts and Programming	4
INT 5330 Information Technology Research	4
INT 5410 Information Technology Security	4
INT 5420 Project & Team Mgt for Information Technology Professionals	4
INT 5430 Information Technology Capstone	4

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**Page 110 – Addition to the Following Statement**

The Certificate in Computed Tomography program is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses. Didactic courses are offered in an online format.

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**Page 111 – Deletion from CERT Magnetic Resonance Imaging Admissions Requirements and Addition to the Following Statement**

Remove requirement to Hold a minimum of an Associate degree.

The Certificate in Magnetic Resonance Imaging program is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses. Didactic courses are offered in an online format.

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**Page 115 – Addition to the Following Statement and Revision to the AS DMS Curriculum**

The AS Diagnostic Medical Sonography program curriculum below is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

Revision to the AS DMS Curriculum for All Campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from

the core requirements (revised to 40 credit hours) and overall requirements (revised to 119 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

Revision to AS DMS Curriculum for Asheville Campus Only – Overall credit hours remain the same. Clinical course credit hours are revised to the following:

DMS 1350 (4 credit hours) is revised to DMS 1340 (6 credit hours)  
DMS 1450 (4 credit hours) is revised to DMS 1440 (6 credit hours)  
DMS 2150 (7 credit hours) is revised to DMS 2140 (6 credit hours)  
DMS 2250 (7 credit hours) is revised to DMS 2240 (6 credit hours)  
DMS 2350 (7 credit hours) is revised to DMS 2340 (6 credit hours)  
DMS 2450 (7 credit hours) is revised to DMS 2440 (6 credit hours)

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#### **Page 117 – Addition to the Following Statements and Revision to the AS Radiography Curriculum**

General admission to South College does not guarantee admission to the Associate of Science degree program. For the Knoxville, Nashville, and Atlanta AS program, the application deadline is October 1 annually. The observation hour deadline is November 1 annually.

The Associate of Science in Radiography degree program is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the AS Radiography Curriculum for the Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 34 credit hours) and overall requirements (revised to 114 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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#### **Page 119 – Deletion from AAS Radiologic Technology Admissions Requirements**

Remove #7 – Submit (3) three letters of recommendation from appropriate sources to the Department of the Imaging Science Department using the forms provided.

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#### **Page 120 – Revision to the AAS Radiologic Technology Curriculum**

Revision to the AAS Radiologic Curriculum for the Asheville Campus – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 34 credit hours) and overall requirements (revised to 121 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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#### **Page 122 – Revision to the Following Statement and BS Health Science w/Con Computed Tomography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Computed Tomography is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in Computed Tomography Curriculum for the Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 54 credit hours) and overall requirements (revised to 186 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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#### **Page 123 – Revision to the Following Statement and BS Health Science w/Con Diagnostic Medical Sonography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Diagnostic Medical Sonography is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in DMS Curriculum for all campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 66 credit hours) and overall requirements (revised to 185 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

Revision to BS Health Science w/Concentration in DMS Curriculum for Asheville Campus Only – Overall credit hours remain the same. Clinical course credit hours are revised to the following:

DMS 1350 (4 credit hours) is revised to DMS 1340 (6 credit hours)  
DMS 1450 (4 credit hours) is revised to DMS 1440 (6 credit hours)  
DMS 2150 (7 credit hours) is revised to DMS 2140 (6 credit hours)  
DMS 2250 (7 credit hours) is revised to DMS 2240 (6 credit hours)  
DMS 2350 (7 credit hours) is revised to DMS 2340 (6 credit hours)  
DMS 2450 (7 credit hours) is revised to DMS 2440 (6 credit hours)

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**Page 124-125 – Addition to the Following Statement and Revision to the BS Health Science w/Con Magnetic Resonance Imaging Curriculum**

The Bachelor of Science in Health Science w/Concentration in Magnetic Resonance Imaging is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in MRI Curriculum for Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 56 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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**Page 127 – Addition to the Following Statement and Revision to the BS Health Science w/Con Radiography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Radiography is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in Radiography Curriculum for Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 60 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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**Page 129 – Deletion of Below Section and Revision to the BS Radiological Sciences Curriculum**

Remove section titled Information for Currently Certified Radiologic Technologists and Registry Eligible

Revision to the BS Radiological Sciences Curriculum for Asheville campus – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 62 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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**Page 135 – Revision to the Following Statement**

The Associate of Science in Investigation and Security degree program is currently offered online only.

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**Page 136 – Revision to the Following Statement**

The Certificate in Investigation and Security program is currently offered online only.

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**Page 141 – Revision to Learning Outcome #3 for BS Legal Studies**

3. Demonstrate knowledge of appropriate professional and ethical responsibilities as set forth in the Rules of Professional Responsibility and other applicable guidelines, laws, and directives.

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**Pages 154-155 – Revision to CERT Medical Assisting Curriculum and AS Medical Assisting**

The following curriculum for the Certificate in Medical Assistant degree program is offered at the Knoxville and Nashville campuses. Three courses are required onground completion and the remaining are completed in an online format.

**Certificate**

**MEDICAL ASSISTING**

Students at the Knoxville and Nashville campuses wishing to complete only the Certificate in Medical Assisting must satisfactorily complete the following courses.

**Certificate  
MEDICAL ASSISTING**

<b>Certificate Medical Assisting Curriculum.....</b>		<b>36 credits</b>
AHS 1010 Medical Terminology	4	
AHS 1040 Basic Formations & Organ Sys of Human Body	4	
AHS 1070 Medical Lab	2	
AHS 1120 MA Foundations	4	
AHS 1900 Diagnostic and Procedural Coding	2	
AHS 2030 Clinical Assisting Lab	2	
AHS 2125 General Pharmacology	4	
AHS 2135 Diseases of the Human Body	2	
AHS 2610 Medical Office Administration	4	
AHS 2982 Medical Assisting Practicum	6	
MAT 1000 Mathematical Concepts & Applications	2	

The Associate of Science in Medical Assistant degree program is offered at the Knoxville and Nashville campuses. At least 3 major courses are required onground completion and the remaining are completed in an online format.

**Associate of Science  
MEDICAL ASSISTING**

<b>AS Medical Assisting Curriculum.....</b>		<b>90 credits</b>
<b>Area I – Core Curriculum.....</b>		<b>56 credits</b>
Computer Literacy	SCC 1030 Computer & Information Literacy	4
Mathematics	MAT 1000 Mathematical Concepts & Applications	2
	MAT 1500 College Mathematics I	4
	MAT 1510 College Mathematics II	4
Written Communication	ENG 1200 English Composition	4
	ENG 1210 English Composition with Research	4
Humanities	Approved Humanities Elective	4
Communications	COM 1260 Effective Speaking	4
Personal Development	SCC 1010 College Management	2
	SCC 1020 Career Management	2
	SCC 2120 Professional Development	2
	SCC 2150 Interpersonal Communications	2

Social Science	PSY 1810	General Psychology	4
	SOC 1860	Introduction to Sociology	4
Elective	Approved Electives		10
<b>Area II – Major Curriculum.....</b>			<b>34 credits</b>
	AHS 1010	Medical Terminology	4
	AHS 1040	Basic Formations & Organ Sys of Human Body	4
	AHS 1070	Medical Lab	2
	AHS 1120	MA Foundations	4
	AHS 1900	Diagnostic and Procedural Coding	2
	AHS 2030	Clinical Assisting Lab	2
	AHS 2125	General Pharmacology	4
	AHS 2135	Diseases of the Human Body	2
	AHS 2610	Medical Office Administration	4
	AHS 2982	Medical Assisting Practicum	6

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**Pages 159-160 - Revision to CERT Medical Assisting Curriculum**

The following curriculum for the Certificate in Medical Assistant degree program is offered at the Asheville campus. Three courses are required onground completion and the remaining are completed in an online format.

**Certificate  
MEDICAL ASSISTING**

<b>Certificate Medical Assisting Curriculum.....</b>		<b>39 credits</b>	
	AHS 1010	Medical Terminology	4
	MAS 1780	A&P for Medical Assistants	4
	MAS 1860	Medical Law & Ethics	4
	MAS 1880	Medical Office Procedures	3
	MAS 1930	Medical Insurance & Coding	4
	MAS 2010	Medical Assisting I	6
		(30 hrs unpaid observation/clinical)	
	MAS 2020	Medical Assisting II	6
		(60 hrs unpaid observation/clinical)	
	MAS 2050	Medical Assisting Practicum	6
		(120 hrs unpaid practicum/clinical)	
	SCC 2120	Professional Development	2

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**Page 165 – Revision to Minimum Academic Requirements for Admission – Bachelor of Science in Nursing**

Revised Paragraph - Major course cohorts will begin each quarter depending on enrollment. All students must meet the requirements for general admission to South College in order to pursue core/general education courses. General admission to South College does not guarantee admission to the nursing program. The procedures for application can be found on Nursing Page of the South College website, the Nursing Information Packet available in the Admissions Department, or from the Nursing Student Advisor. Application deadlines are available in the School of Nursing and the Admissions Department. Prospective students applying for admission to the nursing program must meet the following requirements:

Revised Paragraph to Remove First Sentence - For a nursing class (or classes) to be considered for transfer into the South College Nursing program, the class must have been completed within the last five years, and it must be at the baccalaureate level. Only nursing courses with a grade of A or B will be considered for transfer. For final transfer approval, a course description or syllabus may be required.

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**Page 168 – Revision to Termination from the Nursing Program Section (BSN) to Add #5**

**TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:



1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

#### **Revision to Readmission Policy Section (BSN)**

#### **READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.
  3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
  5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.
- 

#### **Page 169 – Revision to the Following in Curriculum of Traditional BSN Program**

Preparation of the professional nurse requires classroom, laboratory, and clinical experience. The clinical component of the nursing program will take place in various settings in the applicable geographic area and beyond. Students are responsible for costs associated with these clinical rotations, and for any costs associated with any emergency services needed while participating in off-site activities.

#### **Revision to Knoxville/Nashville BSN Curriculum (Traditional Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Approval Elective hours in the Core Curriculum from 4 credits to 8 credits. Medical Terminology is recommended as one Approved Elective.

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#### **Page 170 – Addition of the Below to the Curriculum of the Accelerated BSN Program Option Section**

This option is currently available at the Knoxville and Nashville campuses.

#### **Revision to Knoxville/Nashville BSN Curriculum (Accelerated Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Elective hours in the Core Curriculum from 8 credits to 12 credits. Medical Terminology is recommended as one Approved Elective.

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#### **Page 171 – Addition of the Below to the Curriculum of the LPN/BSN Program Option Section**

This option is currently available at the Knoxville and Nashville campuses.

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**Page 172 – Revision to Knoxville/Nashville BSN Curriculum (LPN/BSN Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Elective hours in the Core Curriculum from 8 credits to 12 credits. Medical Terminology is recommended as one Approved Elective.

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**Page 173 – Revision to Termination from the Nursing Program Section (RN/BSN Option) to Add #5**

**TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
  2. Nonpayment of fees;
  3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
  4. Falsification of application to South College or the School of Nursing;
  5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
  6. Unprofessional, unsafe, or unethical behavior;
  7. Failure to meet attendance requirements.
- 

**Page 174 - Revision to Readmission Policy Section (RN/BSN)**

**READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.
  3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
  5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.
- 

**Page 180 – Revision to Termination from Nursing Program (BSN Asheville) to Add #5**

**TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

**Revision to Readmission Policy Section (BSN Asheville)**

**READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.

3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.

**Page 185 – Revision to LPN Admission Requirements #11**

Remove a. Been unsuccessful in one of two courses in the PN program at South College.

**Page 186 – Revision to the Readmission Policy (PN)**

**READMISSION POLICY**

1. Students who have withdrawn from the PN program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:
2. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
3. Students who are academically unsuccessful in **one** nursing course required by the PN program are eligible to apply for readmission.
4. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
5. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission.
6. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all coursework and clinical experiences at South College.

**Page 187 – Revision to Termination from Nursing Program (PN) to Add #5**

**TERMINATION FROM THE PN PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

**Revision to LPN Curriculum**

**Certificate  
LICENSED PRACTICAL NURSING**

Total Curriculum.....		59 credits
Core Curriculum/General Studies.....		4 credits
Major Curriculum/Nursing Courses.....		55 credits
<b>Quarter 1</b>		
AHS 1020	Basic Formations of Human Body	4
NSG 1110	Vocational Relations I	2
NSG 1125	Fundamental Concepts & Skills for Practical Nurses I	6
<b>Quarter 2</b>		
NSG 1210	Pharmacology I	3
NSG 1220	Fundamental Concepts & Skills for Practical Nurses II	6

NSG 1230	Geriatric Nursing & Issues at End of Life	2
NSG 1240	Medical Surgical Nursing I	5
<b>Quarter 3</b>		
NSG 2310	Pharmacology II	3
NSG 2320	Mental Health Nursing	3
NSG 2330	Pediatric Nursing	3
NSG 2340	Medical-Surgical Nursing II	6
NSG 2350	Mental Health & Pediatric Simulation	1
<b>Quarter 4</b>		
NSG 2410	Pharmacology III (Online)	2
NSG 2420	Maternal Infant Nursing	4
NSG 2430	Vocational Relations II (Online)	2
NSG 2440	Medical Surgical Nursing III	6
NSG 2450	Maternal Infant & Medical-Surgical Simulation	1

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### Page 188 – Revise Introduction Section for Master of Science Nursing

Replace with the Following: The Master of Science in Nursing at South College is designed to prepare nurse leaders and clinicians for the unique challenges of the 21<sup>st</sup> century. Based on the *Essentials of Master's Education in Nursing* (AACN, 2011) and the specialty foci governing documents, the MSN program is designed to prepare master's level nursing leaders and clinicians who are able to critically analyze and identify healthcare problems and provide evidence-based solutions. This includes being able to communicate information to influence an organization, integrate decision making across all nursing functions, and develop effective strategies while understanding the importance of ethical decision making.

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### Page 191 – Revision to the Readmission Policy (MSN)

#### READMISSION POLICY

1. Students who have withdrawn from the PN program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:
  2. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  3. Students who are academically unsuccessful in one nursing course required by the PN program are eligible to apply for readmission.
  4. Students who are unsuccessful in two nursing courses cumulatively are ineligible for readmission.
  5. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission.
  6. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all coursework and clinical experiences at South College.
- 

### Page 192 – Revision to Termination from Nursing Program (MSN) to Add #5

#### TERMINATION FROM THE PN PROGRAM

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
  2. Nonpayment of fees;
  3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
  4. Falsification of application to South College or the School of Nursing;
  5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
  6. Unprofessional, unsafe, or unethical behavior;
  7. Failure to meet attendance requirements.
-

**Page 197 – Revision to Student Health Requirements for Clinical Practicum (MSN FNP)**

Current RN License Area Revised – All graduate students are required to have documentation of a current RN license, in good standing, to practice as a registered nurse in their current state of residence.

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**Page 201 – Addition of Associate of Science in Occupational Therapy Assistant to Nashville**

**Associate of Science  
OCCUPATIONAL THERAPY ASSISTANT  
(Knoxville and Nashville)**

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**Page 221 – Addition of Electives for PharmD Program**

PPR 6025 Applying Infectious Disease Principles to the Acute Care Patient	3
PSC 6014 Introduction to Biologics and Biosimilars	3

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**Page 219 – Revision to Quarterly Tuition Rate for Doctor of Pharmacy Program**

Effective Summer Quarter 2018, the quarterly tuition rate for the Doctor of Pharmacy program is \$11,850.

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**Page 239 – Revision to Quarterly Tuition Rate for Doctor of Physical Therapy Program**

Effective Summer Quarter 2018, the tuition rate for the Doctor of Physical Therapy program is \$9,850.

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**Page 247 – Revision to Prerequisite Courses for MHS Physician Assistant Studies Program**

Revise Anatomy & Physiology I and II w/Labs to Human Anatomy & Physiology I and II w/Labs.

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**Page 250 – Revision to Quarterly Tuition Rate for MHS Physician Assistant Studies Program**

Effective Fall Quarter 2018, the tuition rate for the MHS Physician Assistant Student program is \$10,600.

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**Page 257 – Addition to the Following Heading and Statement**

**Associate of Science  
HEALTH SCIENCE  
(Knoxville, Asheville, Nashville, and Atlanta)**

The Associate of Science in Health Science degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 258 – Addition to the Following Heading**

**Associate of Science  
HEALTH SCIENCE (PRE-NURSING)  
(Knoxville, Nashville, and Atlanta)**

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**Page 259 – Addition to the Following Statement and Heading**

The Associate of Science in Health Science (Pre-Nursing) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

**Associate of Science  
HEALTH SCIENCE (PRE-PHARMACY)  
(Knoxville, Asheville, Nashville, and Atlanta)**

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**Page 260 – Addition to the Following Statement**

The Associate of Science in Health Science (Pre-Pharmacy) degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 261 – Addition to the Following Heading**

**Bachelor of Science  
HEALTH SCIENCE  
(Knoxville, Asheville, Nashville, and Atlanta)**

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**Page 262 – Addition to the Following Statement**

The Bachelor of Science in Health Science degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 264 – Revision and Addition to the Following Statement**

The Bachelor of Science in Health Science (Pre-Physical Therapy) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

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**Page 266 – Revision and Addition to the Following Statement**

The Bachelor of Science in Health Science (Pre-Physician Assistant) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

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**Page 275 – Revision to Information Regarding the Certificate in Surgical Technology Program**

**Revision to Admission Requirement for Certificate in Surgical Technology**

1. Be generally admitted to South College;
2. Meet specific health and/or essential functions pertinent to the responsibilities performed by the Surgical Technologist;
3. Complete five (5) hours of observation in a surgery suite as scheduled/approved by the Program Director.
4. Students will be required to consent to a drug screening and background check prior to beginning clinical rotations.
5. Clinical sites are dispersed; students may have to drive outside of the Asheville area for clinical rotations.

Students will be accepted on a conditional basis until all admission requirements are met.

**Revision to the Goals of the Certificate in Surgical Technology**

The goal of the South College Surgical Technology program is to prepare competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Graduates of this program of study will:

1. Demonstrate competency in the background information, content, and skills required for performance as a surgical technologist in the operating room;
2. Demonstrate the ability to communicate effectively with all members of the health care team in terms of staff and patient needs;
3. Exhibit conduct that reflects practice standards that are legal, ethical, and safe.

Upon completion of the program, graduates will be eligible to sit for the Certified Surgical Technologist Certification Examination as administered by The National Board of Surgical Technology and Surgical Assisting.

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#### Page 279 – Addition of new AHS Course Descriptions

**AHS 1040      BASIC FORMATION AND ORGAN SYSTEMS OF THE HUMAN BODY      4-0-0-4**

This course is an introduction to the general organization of the body, to characteristics of cells, tissues, and membranes, and to the function of systems of body structure and cellular transport. The integumentary, skeletal, muscular, cardiovascular, hematic and lymphatic systems are included, as well as basic introduction to the structure and function of the following major organ systems: nervous, sensory, endocrine, respiratory, digestive, urinary, and reproductive. Fluid balance, human development, and genetics are introduced.

**AHS 1070      MEDICAL LABORATORY PROCEDURES      0-4-0-2**

This course introduces the student to basic medical and clinical laboratory skills. Assessment of psychomotor skills and affective behavior competencies are a focus of this course. Competency-based principles and methods in venipuncture, chemistry, urinalysis, microbiology, capillary puncture, hematology, coagulation, and immunology are learned.

**AHS 1120      MEDICAL ASSISTING FOUNDATIONS      2-0-0-2**

This introductory course to Medical Assisting is designed to facilitate student transition into the health profession through understanding of legal and ethical responsibilities of a healthcare professional. Included is a review of ethical principles and federal and state laws governing healthcare professions and systems. Concepts of rights, duties, barriers, opportunities, diversity, cultural disparity, liability, and risk management are discussed. Issues associated with professional organizations, certification, and licensure are examined.

**AHS 2030      CLINICAL ASSISTING LABORATORY PROCEDURES      0-8-0-4**

Clinical Assisting Lab is a laboratory course designed to provide the student with both theory and practical application of basic clinical procedures, specialty examinations, and diagnostic testing. Assessment of psychomotor skills and affective behavior competencies are a focus of this course. This course is also designed to provide the students with both theory and practical application of advanced clinical procedures, diagnostic testing, and emergency medical procedures, including CPR and First Aid.

*Prerequisites: AHS 1010, AHS 1040 with a grade of C or better*

**AHS 2125      GENERAL PHARMACOLOGY      4-0-0-4**

General Pharmacology is an introduction to the fundamentals of safe drug handling, medication orders, and correct drug administration. The course covers drug laws and regulations, sources of medications, principles of pharmacology, and administration of parenteral and non-parenteral medications. Drug allergies, psychotropic drug actions, substance abuse, dosage calculation methods, and vitamins, minerals, and nutrition topics are presented. Basic intravenous theory is introduced. In addition, this course reinforces the fundamentals of proper drug administration. Pharmacological principles and procedures, medication orders, drug interactions, charting, routes of administration, and dosage calculations are emphasized. Medications and drug actions associated with specific body systems are included. Antibiotic, antiviral, immunizing, and antineoplastic drugs are introduced.

*Prerequisites: AHS 1040, AHS 1070 or concurrent with a C or better.*

**AHS 2135      DISEASES OF THE HUMAN BODY      2-0-0-2**

This course introduces the mechanisms, diagnosis, and treatment of common human diseases and cancers. Pathologies are identified by the impact on a single organ or systems and on the homeostatic balance between body systems. Inheritance, age-related differences, and prognosis or disability are described. Nutrition and disease prevention are featured.

*Prerequisites: AHS 1040 with a grade of C or better.*

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#### Page 284 – Addition of Course Description

**BIO 1030      ANATOMY & PHYSIOLOGY FOR IMAGING SCIENCE      4-4-0-6**

This course is designed to provide basic information for the study of the structure and function of the human body, including human body systems, as required for the Imaging Sciences. Topics include homeostasis of the human body, cells, tissues, anatomy and physiology of the integumentary system, the skeletal system, the muscular system, the nervous system, major

glands and hormones of the endocrine system, the cardiovascular system, the respiratory system, the digestive system, and the urinary system. Upon completion, the student is expected to demonstrate a basic understanding of anatomy and physiology and their interrelationships.

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### Page 295 – Addition of Course Descriptions for BS Information Technology Program

**CST 3110      COMPUTER PROGRAMMING      2.5-2-0-4.5**

This course explores the necessity for computer programming applications for business applications. Students continue using an object-oriented language introduced in Applications Development.

*Prerequisites: INT 2110, INT 2120, and INT 3120 with grades of C or better*

**CST 3210      ADVANCED COMPUTER PROGRAMMING CONCEPTS      2.5-2-0-4.5**

This course explores the development of software systems. Students continue using an object-oriented language to develop applications that solve real-world problems.

*Prerequisites: CST 3110 and INT 3120 with grades of C or better*

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### Page 315 – Addition of INT Course Descriptions for AS, BS, and MS Information Technology Programs

**INT 1110      FUNDAMENTALS OF INFORMATION TECHNOLOGY      4.5-0-0-4.5**

This course examines the tools and applications for IT used in organizations. Topics include human-computer interaction, information management, networking, programming, and web technologies.

*Prerequisite: SCC 1030 with a grade of C or better*

**INT 2110      INTRODUCTION TO APPLICATIONS DEVELOPMENT      2.5-2-0-4.5**

This course introduces programming for problem solving. Online laboratory exercises include writing computer code in a logical, structured manner following best practices. Topics include classes and objects, hierarchies, and interactive communication.

*Prerequisite: INT 1110 with a grade of C or better*

**INT 2120      INTRODUCTION TO SCRIPTING      2.5-2-0-4.5**

This course examines the programming concepts and fundamentals including data types, variable, loops, input, and output. Online laboratory exercises include developing simple scripts.

*Prerequisite: INT 1110 with a grade of C or better*

**INT 2210      SYSTEMS ADMINISTRATION & MAINTENANCE      2.5-2-0-4.5**

This course introduces students to system administration and maintenance as well as platform technologies. The laboratory reinforces practical skills in configuring computer systems, deploying enterprise applications, managing user permissions, and remote administration. *Prerequisite: CST 1400 with a grade of C or better*

**INT 3110      COMMUNICATIONS FOR INFORMATION TECHNOLOGY PROFESSIONALS      4.5-0-0-4.5**

This course examines effective communication methods for communication within organizations. Topics include informative reports, employee communication, writing for the web, and proposals.

*Prerequisite: INT 1110 with a grade of C or better*

**INT 3120      ADVANCED MATHEMATICAL REASONING FOR TECHNOLOGY      4.5-0-0-4.5**

This course examines commonly used applications of mathematics in the technology profession. Topics include sets, logic, binary and other number systems, linear equations, sequences and series, trigonometry, and vectors.

*Prerequisite: MAT 1500 with grade of C or better*

**INT 3130      BUSINESS SYSTEMS ANALYSIS      4.5-0-0-4.5**

This course examines the foundations of systems development, planning, analysis, design, and implementation and maintenance. Topics include the systems development environment, systems selection, data requirements, data structure, forms and reports, interfaces, and dialogues.

*Prerequisite: INT 1110 and INT 2110 with grades of C or better*



- INT 3210 WEBSITE DESIGN APPLICATIONS FOR IT 2.5-2-0-4.5**  
 This course examines the fundamentals of web design including the environment, tools, cascading style sheets, planning a successful site, images, publishing, and maintaining. Additional topics include website optimization, multimedia, and responsiveness. Online laboratory exercises focus on the html document, coding, attributes, and cascading style sheets.  
*Prerequisite: INT 2110 with a grade of C or better*
- INT 3220 NETWORK & TELECOMMUNICATIONS 4.5-0-0-4.5**  
 This course examines data communications and networking theory for telecommunications and networking technologies. Topics include structures, hardware, software, communications theory, telecommunications networks, and evaluation of connectivity options.  
*Prerequisites: CST 1410 and INT 1110 with grades of C or better*
- INT 3310 CYBERSECURITY 3.5-1-0-4.5**  
 This course examines core issues of information security including data encryption, legal and ethical issues, operational issues, security awareness, security policies, and threat analysis. Topics include threat analysis, assessing vulnerabilities, and developing policies and practices.  
*Prerequisite: CST 1400 with a grade of C or better*
- INT 4110 DATABASE SYSTEMS 2.5-2-0-4.5**  
 This course examines the application and implementation of relational database structures. Topics include design, development, implementation, and maintenance of relational databases.  
*Prerequisite: CST 1050 with a grade of C or better*
- INT 4120 INFORMATION TECHNOLOGY MANAGEMENT 4.5-0-0-4.5**  
 This course examines information technology management. Topics include managing IT teams, virtual teams, project scope, project scheduling, and analytics. The reasons for IT project failure and risk mitigation are also included in this course.  
*Prerequisite: INT 3130 with a grade of C or better*
- INT 4130 VIRTUAL COMPUTING 2.5-2-0-4.5**  
 This course examines virtualization technology. Topics and laboratories include building virtual networks, implementing high-availability clusters, enhancing performance and security, and managing virtual data centers.  
*Prerequisite: INT 3220 with a grade of C or better*
- INT 4210 RELATIONAL DATABASES 2.5-2-0-4.5**  
 This course examines SQL (Structured Query Language) for managing relational databases and performing operation on data within the database. Online laboratory exercises include populating databases, running queries,  
*Prerequisites: INT 4110 with a grade of C or better*
- INT 4220 ADVANCED SYSTEMS ADMINISTRATION 3.5-1-0-4.5**  
 This course covers the design, management, and maintenance of virtual enterprise and datacenter infrastructure. Topics include request tracking, monitoring, configuration management, and scripting to administer and defend systems using documented, repeatable processes.  
*Prerequisites: INT 2120, INT 2210, INT 3310, and INT 4130 with grades of C or better*
- INT 4310 CURRENT TOPICS IN INFORMATION TECHNOLOGY 4.5-0-0-4.5**  
 This course examines current topics in information and communications technologies. Sample topics include artificial intelligence, machine learning, information privacy, social media impact, and global information technology development.  
*Prerequisites: Permission of Dean*
- INT 4320 INFORMATION SYSTEMS DESIGN (CAPSTONE) 2-2.5-0-4.5**  
 This course is an integrative capstone course implementing information technology concepts from undergraduate coursework by designing an information technology solution to a business problem. Examples of course projects could include design and development of a database, network design, software support, or decision support applications.  
*Prerequisites: Permission of Dean*

- INT 5110 INFORMATION TECHNOLOGY FUNDAMENTALS 4-0-0-4**  
 This course examines the key aspects of information systems and use in organizations. Topics include planning, acquiring, and building systems, systems software, application software, database systems, big data, network fundamentals, technology infrastructure, enterprise systems, business intelligence, and artificial intelligence.  
*This course is taken in the first quarter of the program.*
- INT 5120 COMMUNICATION SKILLS FOR IT PROFESSIONALS 4-0-0-4**  
 This course examines effective communication methods for conveying information within a technology enterprise. Topics include organizing and drafting business communications, positive and negative messages, persuasive messages, business reports, proposals, and presentations.  
*Prerequisite or Co-requisite: INT 5110*
- INT 5130 SYSTEMS ANALYSIS AND DESIGN 3-2-0-4**  
 This course examines information systems development beginning with the business case study and determining user requirements. Through the use of simulations, students analyze the business case and evaluate feasibility from the operational, economic, and technical perspectives. Topics include systems analysis, systems design, and implementation of the information technology solution based on user requirements.  
*Prerequisite or Co-requisite: INT 5110*
- INT 5210 NETWORKING PRINCIPLES 4-0-0-4**  
 This course examines concepts of network design, network hardware, network configuration, basic architecture of local area networks (LANs) and wide area networks (WANs).  
*Prerequisite: INT 5110*
- INT 5220 DATABASES AND PROGRAMMING 3-2-0-4**  
 This course focuses on principles of databases including how information is stored and retrieved. Topics include database design, data files, formats, models, redundancy, and normalization. The programming language SQL is used for querying and performing basic operations on relational databases.  
*Prerequisite: INT 5110*
- INT 5230 VIRTUAL COMPUTING 3-2-0-4**  
 This course examines the virtualization of computer resources in the information technology environment to create solutions that are flexible, scalable, and affordable. This course combines the theories and concepts of virtualization with online laboratories and case projects. Additional topics include creating clusters for high availability, using management software to administer multiple host systems, and leveraging cloud computing.  
*Prerequisite: INT 5110*
- INT 5310 OPERATING SYSTEMS 4-0-0-4**  
 This course examines the concepts of operating systems and how operating system software manages subsystems. Topics include early memory management systems, virtual memory, memory allocation, processor management, process synchronization, concurrent processes, device management, file management, network organization, and management of network functions.  
*Prerequisite: INT 5110*
- INT 5320 ADVANCED DATABASE CONCEPTS AND PROGRAMMING 3-2-0-4**  
 This course is a continuation of Databases and Programming. SQL is used for advanced database queries. Topics include concurrency control, optimization, transaction management, recovery management, SQL performance tuning, business intelligence, decision support, NoSQL, and handling big data sets.  
*Prerequisites: INT 5110 & INT 5220*
- INT 5330 INFORMATION TECHNOLOGY RESEARCH 4-0-0-4**  
 This course focuses on research methods, research design, logic, and conducting Information Technology research. Students examine academic research, case studies, and methodologies to develop a research plan for their capstone project.  
*Prerequisite: INT 5110 This course is taken in the third quarter of the program.*

**INT 5410 INFORMATION TECHNOLOGY SECURITY 4-0-0-4**

This course examines the system development life cycle and need for security. Various legal, ethical, and professional issues such as risk management, intrusion detection, prevention, cryptography, and security technology are introduced. Access controls, firewalls, and VPNs are also examined.

*Prerequisite: INT 5110*

**INT 5420 PROJECT & TEAM MANAGEMENT FOR IT PROFESSIONALS 4-0-0-4**

This course examines the principles and practices required to be an effective IT project manager. Topics include project scope, time, cost, outsourcing, quality, risk, and management techniques in the IT environment.

*Prerequisite: INT 5110*

**INT 5430 INFORMATION TECHNOLOGY CAPSTONE 4-0-0-4**

In this course, students develop a project plan to demonstrate proficiency in information technology by integrating systems analysis, systems design, databases, database programming, security, and project management skills. Students analyze business goals, gather requirements, plan, and develop project specifications to arrive at a feasible schedule for implementation.

*Prerequisites: INT 5110. This course is taken in the last quarter of the program.*

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**Page 325 – Revision of Contact Hours for MRI 3130 and MRI 3230 and Addition of NSG Course Descriptions for Certificate in LPN Program**

Correct contact hours for MRI 3130 and MRI 3230 from 0-0-6-6 to 0-0-18-6.

**NSG 1020 HUMAN BODY IN HEALTH & DISEASE FOR PRACTICAL NURSING 4-0-0-4**

This course provides an introduction to the structure and function of the major organ systems and an overview of the basic mechanisms of disease. Systems covered include: nervous, sensory, endocrine, lymphatic, respiratory, cardiovascular, digestive, urinary, integumentary, and reproductive. Fluid balance, human development, and genetics are introduced.

**NSG 1110 VOCATIONAL RELATIONS I 2-0-0-2**

Vocational Relations I provides an introduction to Practical Nursing. This general survey course assists the student in understanding the scope and practice of practical nursing while integrating the concepts of caring, collaboration, communication, competence, clinical skills, cultural sensitivity, community, and environment into nursing practice. The course emphasizes a beginning nursing practice that facilitates the well-being of the individual within the context of illness and begins preparing the student as a provider of care. Students examine multiple aspects of nursing including, but not limited to, self-assessment of learning style and skills, resources for practical nursing students, legal and ethical considerations in nursing practice, communication, culture, spirituality, critical thinking, health care team and teamwork.

*(Distance Learning Format)*

*Prerequisite: Admission to the PN Program or faculty consent*

*Co-requisite: NSG 1120*

**NSG 1125 FUNDAMENTAL CONCEPTS & SKILLS FOR PRACTICAL NURSES I 3-6-0-6**

Fundamental Concepts & Skills for Practical Nurses I is the first of two Fundamentals courses which introduce basic concepts and fundamental skills that a practical nurse (PN) needs in current practice at the major settings where they are employed including hospitals, long-term care facilities, clinics, medical offices, home care agencies, and surgery centers. Six contextual threads are woven throughout Fundamentals I and II, including patient-centered care; critical thinking and clinical judgement; communication; team work and collaboration; patient education; and cultural sensitivity and competence. The Fundamentals I and II courses emphasize the importance of evidence-based practice and the use of best practices. This course introduces use of the nursing process. Concepts evolve from simple to complex and cover hygiene; infection prevention and control; vital signs; mobility and immobility; safety; nursing process; and documentation.

*Prerequisite: Admission to the PN Program or faculty consent*

*Co-requisite: NSG 1110*

**NSG 1210 PHARMACOLOGY I 3-0-0-3**

Pharmacology I is the first of three Pharmacology course that are designed to provide the right level and depth of pharmacology content for the practical nursing students. Content include current information on new drugs, procedures,

regulations and issues that provide a strong foundation of essential knowledge for the safe, effective administration of drugs. Dosage calculation and medication administration, nursing process and patient education are emphasized throughout the course. Software programs may be used to provide simulative real-life experience to aid student learning.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1220, NSG 1230, NSG 1240*

**NSG 1220      FUNDAMENTAL CONCEPTS & SKILLS FOR PRACTICAL NURSES II      3-4-3-6**

This second of the Fundamentals courses continues the sequence to more complex skills with emphasis on practice and repetition in lab setting. The course expands the skills practice to incorporate increased use of nursing process and problem solving. This course continues the six contextual threads woven throughout the two Fundamentals courses, including patient-centered care; critical thinking and clinical judgement; communication; team work and collaboration; patient education; and cultural sensitivity and competence. This course builds to a simulation scenario requiring teamwork, collaboration, problem solving, communication, critical thinking, problem solving and decision making in the context of skills proficiency demonstration.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1220, NSG 1230, NSG 1240*

**NSG 1230      GERIATRIC NURSING & ISSUES AT THE END OF LIFE      2-0-0-2**

This course explores the changing demographic of today's world and the immense challenge it presents to health care providers and society as a whole. Practical nurses must be well prepared to recognize and respond appropriately to the needs of our aging population. The goal of this course is to give the beginning nurse a balanced perspective on the realities of aging and to broaden the beginning nurse's viewpoint regarding aging people so that their needs can be met in a compassionate, caring, and professional manner. The course features extensive coverage of cultural issues, clinical situations, delegation, home health care, health promotion, patient teaching and complementary and alternative therapies. Because of the role of Practical Nurses in the geriatric population the issues of grief, loss and end of life will be explored in depth.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1210, NSG 1220, NSG 1240*

**NSG 1240      MEDICAL SURGICAL NURSING I      3-0-6-5**

Medical Surgical Nursing I is the first of three medical surgical nursing courses which cover common medical surgical disorders with emphasis on those most prevalent in current society. These courses prepare practical nursing students to practice nursing within a variety of settings, such as hospitals, long-term care facilities, rehabilitation institutes, ambulatory clinics, psychiatric agencies, physicians' offices, and home care agencies. Special consideration is given to the elderly population, chronic illnesses, and conditions encountered in long-term care settings. This course builds on, but does not repeat, content presented in Fundamentals. The need for critical thinking, development of clinical judgment, use of evidence-based practice, best practice, performance improvement, patient safety, quality, core measures, QSEN concepts, NCLEX core competencies, and TJC National Patient Safety Goals are highlighted throughout course. NLN core competencies for practical nurses are integrated into content.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1210, NSG 1220, NSG 1230*

**NSG 2310      PHARMACOLOGY II      3-0-0-3**

Pharmacology II is the second of three Pharmacology courses that are designed to provide the right level and depth of pharmacology content for the practical nursing students. Content include current information on new drugs, procedures, regulations and issues that provide a strong foundation of essential knowledge for the safe, effective administration of drugs. Dosage calculation and medication administration, nursing process and patient education are emphasized throughout the course. Software programs may be used to provide simulative real-life experience to aid student learning.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2320, NSG 2330, NSG 2340, NSG 2350*

**NSG 2320      MENTAL HEALTH NURSING      2-0-3-3**

This course introduces concepts of psychiatric and mental health care. Trends and issues from past and current mental health care and systems are discussed. Ethical and legal issues, sociocultural issues, theories and therapies, drug, complementary and alternative therapies are considered. Therapeutic skills of assessment, communication, relationship and environment are

detailed. Students investigate issues and care throughout the life span. Simulations, case studies, projects and presentations help nurses gain a working understanding of these complex patients.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2330, NSG 2340, NSG 2350*

### **NSG 2330 PEDIATRIC NURSING**

**2-0-3-3**

This course begins with the Infant following the newborn period. Issues of growth and development and nutrition are studied for normal as well as children needing hospitalization and nursing care in various healthcare settings. Nursing care of common conditions seen in children are reviewed as well as communicable diseases, bioterrorism, natural disasters and emotional and behavioral conditions in childhood.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2340, NSG 2350*

### **NSG 2340 MEDICAL SURGICAL NURSING II**

**3-0-9-6**

Medical Surgical Nursing II continues the content for the PN student who must be educated for work within a variety of settings. Common medical surgical disorders are covered with emphasis on those most prevalent in current society. Special consideration is given to the elderly population, chronic illnesses, and conditions encountered in long-term care settings. This course builds, on but does not repeat, content presented in Fundamentals and Medical Surgical I courses. This course focuses on building and expanding critical thinking and clinical judgement. Emphasis continues on integrating the principles of evidence based practice, best practice, performance improvement, patient safety, quality core measures, QSEN concepts. NLN core competencies for practical nurses are expanded across the content. Complex nursing practice such as care of patients on mechanical ventilation, complex wound care, and intravenous therapy and medication administration within the TN scope of practice.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2330, NSG 2350*

### **NSG 2350 MENTAL HEALTH & PEDIATRIC SIMULATION**

**0-0-3-1**

Clinical simulation provides a controlled environment in which students can practice the nursing process and sharpen their critical thinking and decision-making skills before caring for real patients in the clinical setting. Students are challenged to work in teams, communicate, and intervene for patients in carefully designed scenarios. Care planning, electronic medical record review and real-time documentation, SBAR communication, therapeutic communication and technical nursing skills are enhanced in these scenarios. Concepts of safety, quality, best practices, patient centered care, cultural competence and developmentally appropriate care are integrated. A critical component of simulation is debriefing after each simulation which promotes reflection and self-assessment of the experience. Scenarios are developed to prepare students for real world encounters in mental health and pediatric nursing.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2330, NSG 2340*

### **NSG 2410 PHARMACOLOGY III**

**2-0-0-2**

Pharmacology III is the final of three pharmacology courses in the practical nursing program. It intended to provide students with an independent individualized online learning experience. Integration of complex knowledge and skills with the acuity of long term and transitional care builds safety and quality into practice. Advanced Pharmacology includes online learning activities using simulation and simulation software that prepares the practical nursing student for transition into practice. Simulation includes bar coding, electronic medical records, timed responses for realistic priority setting, and decision consequences. (*Distance Learning Format*)

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2420, NSG 2430, NSG 2450*

### **NSG 2420 MATERNAL INFANT NURSING**

**2-0-6-4**

This course begins with human reproduction and explores maternal-newborn nursing and women's health. Fetal development, prenatal care, complications of pregnancy and birth, labor and delivery are detailed for nursing care. Care of the preterm, term, and post-term infant are covered along with nursing care for perinatal injury and congenital malformations. Sixty hours of Clinical and 15 hours of simulation experiences are associated with this course.

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2430, NSG 2440, NSG 2450*

**NSG 2430 VOCATIONAL RELATIONS II 2-0-0-2**

Vocational Relations II prepares the students for the transition to practice. Topics detailed include conflict resolution and management styles, advanced communication formats that improve patient safety and satisfaction. Employability skills are integrated into this course. Advance communication skills for the healthcare environment, such as TeamSTEPPS, is introduced to the students as structured teamwork teaching strategies and tools to enhance performance and patient safety. *(Distance Learning Format)*

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2440, NSG 2450*

**NSG 2440 MEDICAL SURGICAL NURSING III 2-0-12-6**

Medical Surgical Nursing III continues the content for the PN students who must be educated to work within a variety of settings. High volume, high risk and problem prone disorders are covered with focus on those most prevalent in current society. Special consideration is given to increasingly complex care in diverse settings including home and community care for chronic stable patient and end of life care. This course builds on content presented in earlier courses. This course continues to build and expand student skills of critical thinking and clinical judgement. Emphasis is on evidence-based practice, best practice, performance improvement, patient safety and quality, teamwork, communication and documentation for complex patients. This course includes a focus on IV therapy skills specifically dealing with medication administration via peripheral intravenous access, role of the LPN with central intravenous access, and state practice acts and scope of practice for LPN regarding intravenous therapy.

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2450*

**NSG 2450 MATERNAL INFANT & MEDICAL SURGICAL SIMULATION 0-0-3-1**

Clinical simulation provides a controlled environment in which students can practice the nursing process and sharpen their critical thinking and decision-making skills before caring for real patients in the clinical setting. Students are challenged to work in teams, communicate, and intervene for patients in carefully designed scenarios. Care planning, electronic medical record review and real-time documentation, SBAR communication, therapeutic communication and technical nursing skills are enhanced in these scenarios. Concepts of safety, quality, best practices, patient centered care, cultural competence and developmentally appropriate care are integrated. A critical component of simulation is debriefing after each simulation which promotes reflection and self-assessment of the experience. Scenarios are developed to prepare students for real world encounters in Maternal Infant and complex challenging Medical Surgical practice.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2430, NSG 2440*

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**Page 342 – Revision to PHT 1430 Pharmacy Technician Internship**

Revise contact hours for the course from 0-0-6-6 to 0-0-18-6.

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**Page 348 – Addition of Course Description – Elective for PharmD Program**

**PPR 6025 APPLYING INFECTIOUS DISEASE PRINCIPLES TO THE ACUTE CARE PATIENT 2-2-0-3**

This course will allow the student to apply the principles of antimicrobial therapy, antibiotic stewardship, and drug information skills previously taught in the Doctor of Pharmacy curriculum. The student will complete an in-depth study of the properties of anti-infective agents, including antibiotics, antivirals, and antifungals; and apply this information to patient scenarios that will allow the student to practice guideline and literature-based treatment of complex infections in the acute care patient. Principles of antimicrobial stewardship will be reinforced so that the student will be able to determine appropriate empiric therapy of commonly seen infectious disease syndromes in the acute care patient. This course will also emphasize evidence-based medicine including interpretation of guidelines and primary literature to help determine the best anti-infective course for an acute care patient.

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**Page 363 – Addition of Course Description – Elective for PharmD Program**

**PSC 6014 INTRODUCTION TO BIOLOGICS AND BIOSIMILARS**

**3-0-0-3**

This course is designed to introduce the student to the scientific principles that guide the development and manufacture of biological therapeutics (biologics) and their corresponding biosimilar analogs. Furthermore, the student will be exposed to (1) the regulatory requirements that must be met before a biologic is approved, (2) the regulatory requirements before a biosimilar is approved, (3) the differences between a biologic and a biosimilar as well as, (4) the issues associated with the use of biologics and biosimilars in a clinical setting. In addition, concepts regarding the substitution of a corresponding biosimilar for the Innovator's biologic, the interchangeability of the biosimilar, and the ethical use of biosimilars will be presented.

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**Page 374 – Revision to RTE 1220 Radiography Positioning 1 Lab**

Revise contact hours for the course from 0-0-2-1 to 0-2-0-1.

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**Page 376 – Revision to RTE 2120 Clinical Experience IV**

Revise credit hours for the course from 0-0-24-7 to 0-0-24-8.

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**SOUTH COLLEGE**  
**2018-2019 TUITION**  
**CAMPUS (ON-GROUND) PROGRAM TUITION RATES**

Certificate Programs Table 1 (Beginning Fall Quarter 2018):

CERT Computed Tomography	CERT Dental Assisting
CERT Licensed Practical Nursing	CERT Magnetic Resonance Imaging
CERT Medical Assisting	CERT Nuclear Medicine
CERT Paralegal/Paralegal Studies	CERT Pharmacy Technician
CERT Surgical Technology	Special Subject

Associate Programs Table 1 (Beginning Fall Quarter 2018):

AS Accounting	AS Business Administration
AS Criminal Justice	AS Health Science
AS Health Science (Pre-Nursing)	AS Health Science (Pre-Pharmacy)
AS/AAS Medical Assisting	AS/AAS Paralegal Studies
AS Pharmacy Technician	AS Teaching

Bachelor's Programs Table 1 (Beginning Fall Quarter 2018):

Bachelor of Business Administration (w/Concentrations)  
 BS Criminal Justice  
 BS Elementary Education  
 BS Legal Studies

**Table 1 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$5400</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

Associate Programs Table 2 (Beginning Fall Quarter 2018):

AS Dental Hygiene	AS Diagnostic Medical Sonography
AS Occupational Therapy Assistant	AS/AAS Physical Therapist Assistant
AS Radiography	AAS Radiologic Technology

Bachelor's Programs Table 2 (Beginning Fall Quarter 2018):

BS Health Science (w/Concentrations in CT, DMS, MRI, NM, RAD)  
 BS Health Science (including Post-PTA, Pre-PA, and Pre-PT)  
 BS Nursing (Traditional, Accelerated, LPN/BSN)  
 BS Nursing (Declared – Pre-Requisite Courses Prior to Major Admission)  
 BS Radiological Science

**Table 2 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$6900</b>
<b>6-9 Credit Hours</b>	<b>\$4750</b>
<b>1-5 Credit Hours</b>	<b>\$2500</b>
<b>Each Credit Above 18</b>	<b>\$360 per credit</b>



Master of Education Elementary Education (K-5) Initial Licensure (Per Quarter Beginning Fall Quarter 2018))

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$6900</b>

Master of Health Science Physician Assistant Studies (Per Quarter Beginning Fall Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$10600</b>

Doctor of Physical Therapy (Per Quarter Beginning Summer Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$9850</b>

Doctor of Pharmacy (Per Quarter Beginning Summer Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$11,850</b>

**All Students**

<b>FEES</b>	<b>2018-19</b>
<b>Application</b>	<b>\$95 PA</b> <b>\$60 Pharmacy and DPT</b> <b>\$50 All Other Programs</b>
<b>Credit by Examination</b>	<b>\$50 Computer Related Courses</b> <b>\$150 Other Approved Courses</b>
<b>Transcript</b>	<b>\$10</b>
<b>Graduation</b>	<b>\$200</b> <b>(\$300 Pharmacy and DPT)</b>
<b>Technology Fee</b>	<b>\$125 per quarter</b>

**SOUTH COLLEGE**  
**2018-2019 TUITION**  
**ON-LINE PROGRAM TUITION RATES**

Certificate Programs Table 3 (Beginning Fall Quarter 2018):

CERT Investigation & Security                      Special Subject

Associate Programs Table 3 (Beginning Fall Quarter 2018):

AS Accounting    AS Business Administration  
AS Criminal Justice                                      AS Electrical Engineering Technology  
AS Health Science    AS Health Science (Pre-Nursing)  
AS Health Science (Pre-Pharmacy)                      AS Information Technology  
AS Investigation & Security                                      AS Network Administration & Security

Bachelor's Programs Table 3 (Beginning Fall Quarter 2018):

Bachelor of Business Administration (w/Concentrations)  
BS Criminal Justice  
BS Information Technology

**Table 3 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$3900</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

Certificate Programs Table 3 (Beginning Fall Quarter 2018):

CERT Criminal Justice (Grad)                      CERT Public Administration for CMJ Professionals (Grad)

Bachelor's Programs Table 4 (Beginning Fall Quarter 2018):

BS Health Science    BS Health Science (Post-PTA)  
BS Health Science (Pre-PA)                                      BS Health Science (Pre-PT)  
BS Nursing (RN/BSN)

Master's Programs Table 4 (Beginning Fall Quarter 2018):

Master of Business Administration (w/Concentrations)                      MS Criminal Justice (w/Concentrations)  
MS Information Technology    MEd Teacher as Instructional Leader  
MS Nursing (w/Concentrations Nurse Executive and Family Nurse Practitioner)

Educational Specialist Programs Table 4 (Beginning Fall Quarter 2018):

EdS Teacher Leadership in Schools

**Table 4 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$5400</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

All Students

<b>FEES</b>	<b>2018-19</b>
<b>Application</b>	<b>\$50</b>
<b>Credit by Examination</b>	<b>\$50 Computer Related Courses, \$150 Other Approved Courses</b>
<b>Transcript</b>	<b>\$10</b>
<b>Graduation</b>	<b>\$200</b>
<b>Technology Fee</b>	<b>\$125 per quarter</b>