

I. CHANGE IN EXISTING COURSES

Information Management and Design

IMD 115 INTRODUCTION TO COMPUTER GRAPHIC DESIGN (3)

(Change in prerequisite)

Change to:

Prerequisite: IMD 100 or CIS 105 or concurrent, or equivalent skills.

IMD 130 INTRODUCTION TO WEB PAGES (old title)

(Change in course number, title, credit hours, description and prerequisite)

Change to: IMD 133

New Title: Beginning Web Design (3)

This course is an introduction to the creation and publication of a web site. The course covers hypertext markup language (HTML), using HTML code and web authoring application software for web design, incorporating graphics into web pages, and publishing a web site.

IMD 150 EFFECTIVE PRESENTATIONS (3)

(Change in title and description)

Change to:

New Title: Presentations

In this course, students will learn to produce and present digital presentations, making effective use of correct grammar, presentation writing style, typography, graphics, sound and video. Students will install and use current digital presentation hardware and software.

IMD 224 Web Graphics Design

(Change in number)

Change to: IMD 185

IMD 209 OFFICE ACCOUNTING SYSTEMS (old title) (4)

(Change in number, title and description)

Change to: IMD 205

New Title: Computerized Accounting Systems (3)

In this course, students will be introduced to financial accounting software.

Topics and issues addressed in this applications-based course include analyzing business transaction; recording and posting business transactions; recording period end adjustments and completing the end-of-period closing process; implement internal cash controls; processing payroll activities; and recording transactions for merchandising businesses.

IMD 210 MICROSOFT OFFICE APPLICATIONS (3)

(Change in curriculum and content)

Change to:

Students expand their Microsoft Office skills utilizing word processing, spreadsheet, database management, presentation and desktop information management applications for the creation and integration of information.

Prerequisite(s): IMD 100 or equivalent

IMD 220 Administrative Office Simulations

(Change in prerequisite)

Change to:

Prerequisite(s): IMD 150; IMD 235; IMD 212 or concurrent; or consent of instructor

IMD 226 ADVANCED DESKTOP PUBLISHING (3)

(Change in prerequisite and description)

Change to:

In this course, students will learn to design and produce text- and image-intensive publications. Industry-standard desktop publishing software will be utilized to create brochures, newsletters, proposals and other documents. Students will also use drawing and image-editing software for the purpose of creating and editing graphics for publications. Emphasis will be placed on importing text and graphics from word processing and graphics programs into desktop publishing software. Students will study the desktop publishing process from concept and creation through prepress and printing. **Prerequisite:** IMD 126; IMD 127, 128, and 150 or concurrent; or consent of instructor.

IMD 271 INTERNSHIP (1-3)

(Change in prerequisite and description)

Change to:

On-the-job experience will be required of the Information Management & Design student. A minimum of 40 clock hours of appropriate experience per

credit hour will be required. The learning plan will be discussed and agreed upon by the student, instructor, and site supervisor. Prerequisite(s) for course: Consent of Instructor, 2.0 GPA, and the completion of 12 credit hours of IMD course work (including IMD 270).

Library Information Technology

LIT 230 WEB PUBLISHING FOR PUBLIC LIBRARIES (3)

(Change in title and description)

Change to: Web Publishing for Libraries (3)

This is a course in web publishing for library web sites, including HTML code, web page authoring software, web page and web site design, and trends in library web sites. This is a distance education course with a service learning component. (Prerequisite(s): LIT 115 or consent of instructor)

LIT 280 GENEALOGY SERVICES IN PUBLIC LIBRARIES (3)

(Change in title and description)

Change to: Genealogy Services in Libraries (3)

This course prepares librarians to provide quality service to genealogical patrons. Topics include: definitions of genealogy and motivations of patrons, genealogical data, sources, and research methods; reference interviews; orientation of patrons to genealogical resources; collection development; interlibrary loan, patron referral; and legal and ethical issues relating to genealogical research. This is a web-based distance course that requires a service learning project. Prerequisite(s): LIT 115 or consent of instructor

Computer Information Systems

CIS 220 SYSTEMS ANALYSIS AND DESIGN (3)

REVISION BY JIM MATCHUNY??

(Change in description and prerequisites)

Change to:

This course introduces the student to the key concepts, skills and techniques needed to become effective systems professionals who work with others to create business-oriented computer information systems. Emphasis is placed on the planning and analysis phases of the traditional systems development life cycle, and the latest systems analysis modeling tools and techniques. Prerequisite(s): Admission into the CIS program and ENG102 or concurrent; or consent of instructor. A Level I Programming Language recommended.

CIS 253 DATA-DRIVEN WEB TECHNOLOGIES (3)

(Change in prerequisites)

Change to:

Prerequisite(s) for course as changed: Admission to the CIS program, CIS 150, and CIS 170; or consent of instructor.

CIS 290 INFORMATION SYSTEMS DESIGN & IMPLEMENTATION (3)

(Change in title, description, and prerequisites)

Change to: Systems Design and Implementation (3)

This course enhances the student's knowledge of the key concepts, skills and techniques needed to become effective systems professionals who work with others to create business-oriented computer information systems. Emphasis is placed on the project design, testing, implementation and support phases of the traditional systems development life cycle. Prerequisite(s) for course as changed: Admission into the CIS program and CIS 170 and CIS 220 and a Level 1 Programming Language; or consent of instructor.

Developmental Studies (Humanities & Business Technologies)

**ESL 020 READING IMPROVEMENT AND VOCABULARY DEVELOPMENT
FOR LOW-INTERMEDIATE NON-NATIVE
ENGLISH SPEAKERS (4)**

(Change in description, title and prerequisite)

Change to: Intermediate Reading and Vocabulary

Low-intermediate level ESL students will review fundamental reading skills, learn and practice higher order reading skills, expand vocabulary and increase reading efficiency as they interact with level-appropriate tests. Students will be recommended to this course based on the ESL placement examination or through completion of ESL 010. Prerequisite: ESL 010

**ESL 030 COLLEGE READING AND VOCABULARY DEVELOPMENT
FOR HIGH-INTERMEDIATE NON-NATIVE
ENGLISH SPEAKERS (4)**

(Change in title, description)

Change to: Advanced Reading and Vocabulary

High-intermediate level ESL students will master fundamental reading skills, improve critical reading, and further vocabulary development. Students will be introduced to a variety of genres, such as newspaper articles and essays, poems, short stories, charts, graphs and college-level content textbooks. Through the selected readings, this course will foster cultural awareness, comprehension and interaction. The readings and activities introduced in the course will allow students to engage in meaningful dialogue, and in the process, refine their English skills. Students will be recommended to this course based on the ESL placement examination or through completion of ESL 020. 4 credit hours.

**ESL 091 INTERMEDIATE WRITING FOR NON-NATIVE
ENGLISH SPEAKERS (4)**

(Change in title, description, prerequisite)

Change to: Intermediate Writing

Low-intermediate level ESL students will enhance their composition skills by receiving instruction in the following: the writing process, organization, multi-paragraph writings, editing, and critical reading. Basic instruction in grammar provided. Students will be recommended to this course based on the ESL placement examination or through completion of ESL 090. 4 credit hours.

**ESL 092 ADVANCED WRITING FOR NON-NATIVE
ENGLISH SPEAKERS (4)**

(Change in title, description)

Change to: Advanced Writing

ESL 092 is designed to help students prepare for ENG 101. High-intermediate level ESL students continue to work on the writing process, editorial improvement, and critical reading. Students will be introduced to documenting sources. Grammar instruction includes advanced grammatical points. Prerequisites: ESL 091 or placement test. Students will be recommended to this course based on the ESL placement examination or through completion of ESL 091. 4 credit hours.

