



2022-2023 CATALOG ADDENDUM

Central Alabama Community College (CACC) reserves the right to make changes in the offerings and regulations announced in publications as circumstances may require. Every reasonable effort has been made to present information, at the time of publication, that accurately describes the curriculum and the regulations and requirements of the College; however, no responsibility is assumed for editorial or publication errors. Statements in the catalog do not establish contractual relationships and the College reserves the right to make changes as required in course offerings, curricula, academic policies, and other rules and regulations affecting students, to be effective whenever determined by the College. These changes will govern currently and formerly enrolled students. The current and latest edition of the catalog along with any addendums may be found on the College website, www.cacc.edu. Enrollment of all students is subject to these conditions.

This Addendum is an addition to the Catalog and is to be used alongside the Catalog, not in isolation. Changes listed in the Catalog Addendum supersede the published Catalog.

Catalog changes included in this Addendum are listed below:

- Accreditation – SACSCOC Accreditation Statement; Registered Nursing Program and Practical Nursing Program – Catalog Page 2
- Other Charges, Fines and Fees – Catalog Page 87
- Instructional Division – Industrial Electronics Technology - Catalog Page 126
- General Education Student Learning Outcomes – Catalog Page 130
- Practical Nursing Program – Catalog Page 178
- Computer Information Science – Catalog Page 190
- Workforce Division – Marine Service Technician Noncredit Skills Training – Catalog page 208
- Course Directory – Catalog pages 213 – 277
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Accreditation

Catalog Page Reference: Page 2

Effective Date: Fall 2022 (October 7, 2022); Fall 2022 (December 2022);
March 2023 – Revised SACSCOC Accreditation Statement

Summary of Changes: *Language updates in Program Accreditation for Nursing Programs; Language updates in SACSCOC Accreditation Statement*

ACCREDITATION

Central Alabama Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Central Alabama Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Central Alabama Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

PROGRAM ACCREDITATION

Registered Nursing Program

The Coosa Valley School of Nursing at Central Alabama Community College at the Alexander City Campus located in Alexander City, Alabama is accredited by the:

Accreditation Commission for Education in Nursing (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is continuing accreditation.

View the public information disclosed by the ACEN regarding this program at
<http://www.acenursing.us/accreditedprograms/programSearch.htm>

Practical Nursing Program

The Coosa Valley School of Nursing at Central Alabama Community College at the Alexander City Campus located in Alexander City, Alabama is accredited by the:



Accreditation Commission for Education in Nursing (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000

The most recent accreditation decision made by the ACEN Board of Commissioners for the Licensed Practical certificate in Nursing program is initial accreditation.

View the public information disclosed by the ACEN regarding this program at
<http://www.acenursing.us/accreditedprograms/programSearch.htm>



Other Charges, Fines and Fees

Catalog Page Reference: Page 87

Effective Date: October 18, 2022

Summary of Changes: *Updated statement regarding previous year diploma signatures*

OTHER CHARGES, FINES AND FEES

Access Fee (per semester)	\$ 5.00
Audit Fee	Same as regular tuition and fees
Community and Continuing Education Courses	Varies by course
Library Fine (per day)	\$ 0.25
Diploma Fee (nonrefundable)	\$ 25.00
Manufacturing Skills Standards Council (MSSC) Application and Testing Fees	\$ 60.00
Nursing Assessment Technologies Institution (ATI) Testing Fee/Resources <i>Insurance premiums and/or testing fees are subject to change.</i>	Varies by term
Nursing Malpractice Insurance <i>Annual premium</i>	\$ 15.00
Official Transcript Fee <i>One free Alabama Community College System (ACCS) transcript</i>	\$ 5.00
Occupational Safety and Health Administration (OSHA) Fee	\$ 8.00
Previous Year Diploma (nonrefundable) <i>Diplomas for previous years will be printed bearing current administration names only.</i>	\$ 50.00



Instructional Division – Industrial Electronics Technology

Catalog Page Reference: Page 126

Effective Date: Fall 2022

Summary of Changes: *Corrected Instructional Division Table to reflect the Industrial Electronics Technology program is being offered at the Prattville Campus; updated Practical Nursing program to include Childersburg Campus (effective Spring 2023).*

Programs of Study	Campus/Site Offered	Classes Only	A.A.	A.S.	A.A.S.	A.O.T.	Certificate	Short-Term Certificate
Associate in Arts Degree	AC, CB, PC, TC ONLINE		60 - 64 hours					
Associate in Science Degree	AC, CB, PC, TC ONLINE			60 - 64 hours				
Automotive Manufacturing Technology	AC				66 hours			
Child Development	ONLINE							12 hours
Computer Information Science	AC, CB, PC, TC, ONLINE				60-61 hours			
Cosmetology	CB, TC					66-67 hours		
General Business	AC, CB, PC, TC, ONLINE				60-62 hours			
Industrial Electronics Technology	AC, CB, PC, TC				64-65 hours			
LPN to RN Mobility	AC, CB				41-51 hours			
Machine Shop	AC, CB					72 hours		
Medical Assisting Technology	AC, CB, PC, TC				65 hours			



Nursing Program	AC, CB				66 hours			
Practical Nursing	CB, PC						45 hours	
Office Administration	AC, CB, PC, TC, ONLINE				60-62 hours			
Welding—Drafting Option	AC, CB	TC				69-70 hours		
Welding—Machining Option	AC, CB	TC				70-71 hours		

AC Alexander City Campus

CB Childersburg Campus

PC Prattville Campus

TC Talladega Center

ONLINE All courses required for completion of this program can be completed online.

Central Alabama Community College reserves the right to make changes in the policies and programs outlined in the Catalog as necessary. Students should confer with their assigned advisors in planning a class schedule.



General Education Student Learning Outcomes

Catalog Page Reference: Page 130

Effective Date: Fall 2022

Summary of Changes: *Updated to include omitted course (SPH 107) used to assess the ability to communicate orally.*

General Education Student Learning Outcomes

All graduates of Associate Degree and certificate programs will meet the following student learning outcomes:

- Students will demonstrate the ability to communicate orally. (Assessed in SPH106 or SPH 107)
- Students will demonstrate fundamental mathematical skills. (Assessed in MTH100 or MTH116)
- Students will demonstrate competency in writing skills. (Assessed in ENG101 or ENG131)
- Students will demonstrate skills in the basic use of computers. (Assessed in CIS146)



Practical Nursing Program

Catalog Page Reference: Page 178

Effective Date: Spring 2023

Summary of Changes: *Updated to indicate that the Practical Nursing Program is now offered as a stand-alone program at the Childersburg Campus effective Spring 2023.*

Practical Nursing Program

Certificate (CER) – Childersburg and Prattville Campuses Only

At a Glance

The Practical Nursing program prepares individuals to assist in providing general nursing care under the direction of a registered nurse or physician. Licensed Practical Nurses (LPNs) provide bedside patient care, perform basic duties such as assessment of patient health problems and needs, implementation of nursing care plans, medication administration, and documentation of medical records. Licensed Practical Nurses (LPNs) also administer nursing care to ill, injured, convalescent, or disabled patients, as well as promoting health maintenance and disease prevention.

Requirements for Application

Applicants to the Practical Nursing program must be admitted to Central Alabama Community College and must submit the “Application to Nursing Program” by the required date as delineated below. Admission to the College does not imply admission to the Practical Nursing program. A complete admission file must include:

- I.** Application for Admission to Central Alabama Community College
- II.** Application for admission to the Practical Nursing program
- III.** Official high school transcript or GED certificate if required by Central Alabama Community College for unconditional admission
- IV.** Official transcripts from all colleges attended
- V.** Official ACT composite or TEAS score, less than three (3) years old
- VI.** Letter of good standing if applicant has previously been enrolled in a nursing program at another institution
- VII.** Additional documents as needed to meet the minimal requirements below.



Admission Requirements

Requirements for admission into the Practical Nursing program are as follows:

- I. Unconditional admission to the College
- II. Receipt of completed application for the Practical Nursing program before the published deadline of February 1st for summer and fall admission and September 15th for spring admission
- III. A minimum of 18 ACT composite score National or Residual or a minimum of 58% on the TEAS test
- IV. A minimum of 2.5 GPA on a 4-point scale for the nursing required academic core courses and a minimum 2.0 cumulative GPA at current institution. Only grades accrued at regionally accredited postsecondary institutions will be considered in the GPA calculated for consideration of admission to the nursing program
- V. A minimum of 2.5 (without rounding) high school GPA on a 4-point scale for students without prior college work (GED will be used if applicable)
- VI. Meet the essential functions for nursing
- VII. Eligible for ENG 101, BIO 201 and MTH 100

NOTE: Admission to the Practical Nursing Program is competitive, and the number of students accepted is limited. Meeting minimal requirements does not guarantee acceptance.

Calculation of Points for Applicants Meeting Minimum Admission Standards

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

1. ACT score. Possible of 36 points. TEAS scores are calculated to provide an equivalent ACT score.
2. Points for grades in ENG 101, MTH 100 or higher, BIO 201, and BIO 202. Twelve points possible. Points for grades are delineated below:
 - A=3 points
 - B=2 points
 - C=1 point

If a student is awarded CLEP credit for the courses indicated above, the student will receive points as delineated below:

- AP Examination score of 3=1 point
- AP Examination score of 4=2 points
- AP Examination score of 5=3 points



3. Possible ten additional points awarded as delineated below:

- Up to four points awarded for the applicant's GPA on the nursing required general education courses
- Three points awarded if the applicant has never been enrolled in a nursing program.
- One point five (1.5) points awarded for each required BIO course (BIO 201 and BIO 202) completed with a "B" or higher on the first attempt

A total of 58 points are possible with these selection criteria. If a tie in the number of points occurs for a slot in the Practical Nursing program, the GPA for nursing required general education courses will be utilized as the tie breaker.

Progression Policy

In order to progress in the Practical nursing program, the student must:

- Achieve a grade of "C" or better in all required general education and nursing courses. A student that has an unsuccessful attempt in a nursing course ("W," "D," or "F") cannot progress until the course is completed successfully. Unless previously completed, students must complete all required general education courses according to the Alabama Community College System Nursing Education curriculum. Exceptions must be approved by the Health Science Program Administrator.
- Be acceptable by clinical agencies for clinical experiences.
- Maintain the ability to meet essential functions for nursing with or without reasonable accommodations.
- Maintain program health requirements including health insurance
- Maintain American Heart Association Basic Life Support Provider CPR certification. Online CPR certification is not accepted.

A total of **two** unsuccessful attempts in **two** separate semesters ("D," "F," or "W") in the Practical Nursing program will result in dismissal from the program.

Reinstatement Policy

Students who have a withdrawal or failure in a nursing course and are eligible to return to that course will be considered for reinstatement to the program.

Reinstatement to the Practical Nursing program is not guaranteed. Selection for reinstatement is based on the Criteria for Reinstatement delineated below. Students must adhere to nursing curriculum and program policies and procedures in effect at the time of reinstatement. Reinstatement can be denied due to, but not limited to, any of the following circumstances:

- I.** Unavailability of faculty and clinical sites;
- II.** Failure to meet the Criteria for Reinstatement.

Students not eligible for program reinstatement may apply for program admission as a new student and must submit all admission criteria. If accepted as a new student, the student must take or retake all nursing program courses.



Criteria for Reinstatement:

- I. Students who experience non-progression through the Practical Nursing program and who desire reinstatement in the program must apply for reinstatement to the program. A student must request reinstatement within one year from the term of non-progression to be eligible for reinstatement. Students dismissed from the program for disciplinary reasons and/or unsafe client care in the clinical area will not be allowed reinstatement to the Practical Nursing program.
- II. A student may be **reinstated** to the Practical Nursing program only one time. The **reinstatement** is not guaranteed. All Practical Nursing program admission standards must be met.
- III. If a student has a documented extenuating/mitigating circumstance that should be considered related to a withdrawal or failure, then this student may request a hearing before the nursing faculty committee or other appropriate college committee for a decision on repeating a course or readmission to the program.
- IV. A student must have a 2.0 cumulative GPA at the current institution for reinstatement.
- V. Student has had no more than one non-progression since program admission. Reinstatement to the program will only be allowed one time.
- VI. Demonstrate satisfactory nursing skills.
- VII. Meet acceptability criteria for placement at clinical agencies for clinical experiences.
- VIII. Demonstrate ability to meet essential functions for nursing with or without reasonable accommodations.
- IX. Demonstrate current American Heart Association Basic Life Support Provider CPR certification. Online CPR certification is not acceptable.
- X. Maintain program health requirements including health insurance.
- XI. Orientation is required for students seeking reinstatement who are not in continuous progression prior to registration for nursing courses.

Process for Reinstatement

- I. Students should contact the Division of Nursing to discuss eligibility for reinstatement.
- II. Students must apply for reinstatement to the Practical Nursing program within one year from the term of non-progression by submitting the Practical Nursing Program



Reinstatement Application and updated admission criteria if applicable. The deadline for submitting the Practical Nursing Program Reinstatement Application for the fall and summer semesters is February 1st, spring semester is September 15th.

- III. Students must apply for **readmission** to the College, if not currently enrolled, and provide updated transcripts, if applicable.
- IV. Update applicable Practical Nursing Program Requirements including health requirements, immunizations, CPR, and drug and background screening.

Transfer Policy

Transfer students are considered for admission into the Practical Nursing program on an individual basis by the Division of Nursing within one year from the last term of nursing course(s). If the student desires to transfer between Alabama Community College System institutions, the Alabama Community College System Standardized Nursing Curriculum courses will be transferred without review of the course syllabus. Nursing courses from any other institution will be reviewed for transferability by the Health Science Program Administrator.

Individuals wishing to transfer must:

- I. Possess a grade of “C” or better in all nursing program required courses taken at another institution and possess a minimum of 2.0 cumulative GPA at time of transfer.
- II. Be a student in good standing and eligible to return to the previous nursing program. The dean/director of the previous nursing program must provide a letter of eligibility for progression in the previous nursing program.
- III. Comply with all program policy requirements at accepting institution.
- IV. Complete at least 25% of the nursing program required courses for the degree/certificate at Central Alabama Community College.
- V. Meet acceptability criteria for placement at clinical agencies for clinical experience.
- VI. The last nursing courses in which the student was enrolled cannot be more than twelve (12) months old.

Acceptance of transfer students into the Practical Nursing program is limited by the number of faculty and clinical facilities available. **Meeting minimal requirements does not guarantee acceptance.**

No new class or clinical sections will ordinarily be opened for transfer students. First priority for available places goes to students in regular progression in the College’s nursing program.

Students completing NUR 112, 113, 114, and 115 at an institution that only offers the PN program who wish to transfer to another institution to complete the Associate in Applied Science Degree



must meet the requirement for 25% course completion at the college awarding the degree. Students who cannot meet the 25% course requirement must apply to the LPN to RN Mobility option and take the transition course to meet the 25% course requirement.

Practical Nursing (PN) students completing NUR 112, 113, 114, and 115 in the stand-alone PN program must apply to the LPN to RN Mobility program at the Childersburg or Alexander City locations if they desire to pursue the Associate Degree Nursing program. Associate Degree Nursing admission and progression policies will apply.

Program Completion

Students completing NUR 112, 113, 114, and 115 and the required academic courses will be awarded the Practical Nursing certificate. Students are responsible for meeting all the progression and graduation requirements.

TERM 1		CREDITS
NUR 112	Fundamental Concepts of Nursing.....	7
BIO 201	Human Anatomy and Physiology I.....	4
MTH 100	Intermediate College Algebra OR a higher MTH.....	3
Total Credit Hours – Term 1		14
 TERM 2		 CREDITS
NUR 113	Nursing Concepts I	8
PSY 210	Human Growth and Development	3
BIO 202	Human Anatomy and Physiology II	4
ENG 101	English Composition I	3
Total Credit Hours – Term 2		18
 TERM 3		 CREDITS
NUR 114	Nursing Concepts II	8
NUR 115	Evidenced Based Clinical Reasoning	2
SPH 106	Fund. of Oral Communication OR Fund. of Public Speaking (SPH 107)	3
Total Credit Hours – Term 3		13
 Required Nursing Credits		 25
Required General Education Credits.....		20
Total Credit Hours.....		45



Computer Information Science

Catalog Page Reference: Page 190

Summary of Changes: *Updated two embedded short-term certificates to clarify the requirement of completing a CIS elective as a part of these two short-term certificates (PC Support Specialist and Network Support Specialist).*

PC Support Specialist Short-Term Certificate (STC)

While pursuing the Computer Information Science AAS degree and upon successful completion of the courses identified below, the stackable PC Support Specialist Short-Term Certificate will be awarded to students. This certificate prepares a student, once they acquire the Google IT Support Professional and these two courses, to sit for the COMTIA A+ Certification Exam.

	CREDITS
CIS 268 Software Support	3
CIS 269 Hardware Support	3
CIS Elective	3
Total Credit Hours	9

Network Support Specialist Short-Term Certificate (STC)

While pursuing the Computer Information Science AAS degree and upon successful completion of the courses identified below, the stackable Network Support Specialist Short-Term Certificate will be awarded to students. This certificate prepares a student, once they acquire the Google IT Support Professional and these two courses, to sit for the COMTIA NET+ Certification Exam.

	CREDITS
CIS 161 Intro to Networking.....	3
CIS 162 Advanced Networking	3
CIS Elective	3
Total Credit Hours	9



Workforce Division – Marine Service Technician (Noncredit Program)

Catalog Page Reference: Page 208

Effective Date: Fall 2022

Summary of Changes: *Corrected Marine Service Technician Skills Training Offerings; removed Marine Technician Fundamentals Certification, Marine Systems Certificate, and Marine Electrical Systems Certificate Courses.*

Marine Service Technician (Noncredit Program)

This non-credit program prepares individuals to apply technical knowledge and skills to repair outboard and inboard engines; test, maintain, and repair steering devices and electrical systems; repair metal, wood, and fiberglass hulls and vessel components; fabricate and maintain sails; and repair and balance propellers and drive shafts.

Semester One

MRT 100 Marine Engines and Drives
ILT 160 DC Fundamentals
WKO 131 MCCS Safety and OSHA 10
MRT 108 Marine Rigging and Trailers

Semester Two

MRT 200 Marine Engines and Outboard Drives
MRT 220 Marine Engines & Stern Drives
MRT 262 Apprenticeship/Work Based Learning I

Semester Three

MRT 219 Hydraulics
MRT 222 Heavy Equipment Safety
MRT 264 Apprenticeship/Work Based Learning II

****Total Program Clock Hours: 800 clock hours**



Course Directory

Catalog Page Reference: Pages 213 - 277

Effective Date: Fall 2022

Summary of Changes: *Added additional Music Ensemble courses to the Catalog Course Directory*

MUL – MUSIC ENSEMBLE

MUL 101-102; 201-202 Class Piano I, II, III, IV

MUL 111-112; 211-212 Class Voice I, II, III, IV

MUL 121-122; 221-222 Class Strings I, II, III, IV

MUL 131-132; 231-232 Class Woodwinds I, II, III, IV

MUL 141-142; 241-242 Class Brass I, II, III, IV

MUL 151-152; 251-252 Class Percussion I, II, III, IV

MUL 161-162; 261-262 Fretted Instruments I, II, III, IV

Group instruction is available in voice, piano, strings, woodwinds, brass, percussion and fretted instruments for students with little or no previous training. Emphasis is placed on the rudiments of music, basic performance technique and general musicianship skills. Upon completion of one or a sequence of courses, students should be able to demonstrate a basic proficiency in singing or playing and a knowledge of music fundamentals.

Code B Lecture: 0 hours Lab: 1 hour Contact: 2 hours Credit Hours: 1

MUL 170-171; 270-271 Music Workshop I, II, III, IV

Prerequisite: None

This course is a seminar clinic in advanced rehearsal/performance techniques. Emphasis is placed on intensive rehearsal techniques required for advanced or specialized performance groups. Upon completion, students should be able to effectively participate in performances presented by this type of ensemble.

Code C Lecture: 0 hours Lab: 2 hours Contact: 4 hours Credit Hours: 2

MUL 180-181; 280-281 Chorus I, II, III, IV

MUL 182-183; 282-283 Vocal Ensemble I, II, III, IV

MUL 184-185; 284-285 Jazz/Show Choir I, II, III, IV

MUL 190-191; 290-291 Concert Band I, II, III, IV

MUL 192-193; 292-293 Instrumental Ensemble I, II, III, IV

MUL 194-195; 294-295 Orchestra I, II, III, IV

MUL 196-197; 296-297 Jazz/Show Band I, II, III, IV

The music ensemble courses provide an opportunity for students to participate in a performing ensemble. Emphasis is placed on rehearsing and performing literature appropriate to the mission and goals of the group. Students will be expected to participate in performances presented by the ensemble.

Code B Lecture: 0 hours Lab: 2 hours Contact: 4 hours Credit Hours: 2



Course Directory

Catalog Page Reference: Pages 213 - 277

Effective Date: Summer 2023

Summary of Changes: *Added Art History courses to the Catalog Course Directory*

ART - ART

ART 203 Art History I

Prerequisite: As required by program

This course covers the chronological and global development of different forms of visual art, such as sculpture, painting, and architecture. Emphasis is placed on art history from the ancient period through the Middle Ages.

Code A Lecture: 3 hours Lab: 0 hours Credit Hours: 3

ART 204 Art History II

Prerequisite: As required by program

This course covers the chronological and global development of different forms of visual art, such as sculpture, painting, and architecture. Emphasis is placed on art history from the Renaissance to the present.

Code A Lecture: 3 hours Lab: 0 hours Credit Hours: 3



Personnel Directory

Catalog Page Reference: Pages 283

Summary of Changes: *Corrected Short-Term Certificate credential for Michael White, Electronics Instructor*

White, Michael

A.A.S., Central Alabama Community College
(Industrial Electronics - Implementation)

A.A.S., Central Alabama Community College
(Auto Manufacturing Technology)

Short-Term Certificate, Central Alabama Community
College (Automotive Manufacturing Technology)

Electronics Technology Instructor