

SPRING/SUMMER 2009

Schedule of Classes



One College Circle ♦ Malvern, AR 72104 ♦ (501)337-5000 ♦ (800)337-0266 ♦ www.otcweb.edu

OFFICE HOURS AND DATES FOR SPRING & SUMMER REGISTRATIONS

Office Hours Spring

Monday - Friday 8:00 a.m. - 4:30 p.m.

Office Hours Summer

Monday - Thursday 8:00 a.m. - 6:00 p.m.

Upcoming Registration Dates

Priority Registration Spring 2009 (Currently enrolled students only)

.....November 10 - 14, 2008

Registration Spring 2009November 17, 2008 - January 9, 2009

Priority Registration Summer I, II, III and Fall 2009 ..April 13 - May 8, 2009

Registration Summer I 2009May 11 - 21, 2009

Registration Summer II 2009May 11 - 21, 2009

Registration Summer III 2009May 11 - June 25, 2009

Registration Fall 2009See chart of specific dates on page 3

- If you plan to GRADUATE at the end of
- the Spring Semester or the Summer
- Semesters, please see the Registrar in
- Hall A100 by March 13, 2009, to apply.



Has your email address changed? Update your information by visiting Self Service on the OTC website and clicking on the My Profile tab, then Account Information.

SPRING/SUMMER 2009 CALENDAR OF EVENTS

SPRING 2009

Campus Re-opens January 5
Registration Spring 2009 Continues January 5 - 9
Faculty Return to Campus January 5
Classes Begin January 12
Last Day to Adjust Schedule by 6:00 p.m. January 13
Martin Luther King Jr. Holiday (No Classes) January 19
Mid-Semester Cosmetology Application Deadline February 2
Mid-Semester Cosmetology Orientation/Registration February 13
Spring PELL Check Disbursement February 13
August Nursing Program Application Deadline (for the LPN program only)
..... March 2
Mid Semester March 6
Spring Break (No Classes) March 23 - 27
(Campus Closed) March 26 - 27
Last Day to Withdraw with a "W" April 3
Priority Registration Summer I, II, III & Fall 2009 (Current Students Only)
..... April 13 - May 8
Cosmetology Summer 2009 Application Deadline April 17
Cosmetology Summer 2009 Orientation/Registration May 1
Awards Ceremony May 1
Final Exams May 4 - 7
PN Pinning Ceremony May 7
Graduation May 9
Grades Due by 11:59 p.m. May 11
Open Registration Summer I, II 2009 May 11 - May 21
Open Registration Summer III 2009 May 11 - June 25
Spring Cosmetology Class ends May 15

SUMMER I 2009 (5 Week)

Registration Summer I May 11 - May 21
Memorial Day Holiday (Campus Closed) May 25
Classes Begin May 26
Last Day to Adjust Schedules by 6:00 p.m. May 26
Last Day to Withdraw with a "W" Summer I 5-Week Classes ... June 17
Final Exams June 25
Adult Education Graduation June 25
Grades Due by 11:59 p.m. June 28

SUMMER II 2009 (10 Week)

Registration Summer II May 11 - May 21
Memorial Day Holiday (Campus Closed) May 25
Classes Begin May 26
Last Day to Adjust Schedules by 6:00 p.m. May 26
Last Day to Withdraw with a "W" Summer II 10-Week Classes ... July 7
Summer Pell Check Disbursement July 10
Final Exams July 29 - 30
Grades Due by 11:59 p.m. August 2
Summer II Cosmetology Class ends August 6

SUMMER III 2009 (5 Week)

Registration Summer III May 11 - June 25
Classes Begin June 29
Summer Pell Check Disbursement July 10
Last Day to Withdraw with a "W" Summer III 5-Week Classes ... July 21
Final Exams July 30
Grades Due by 11:59 p.m. August 2

HOW DO I APPLY FOR ADMISSION?

Open Door Policy - Ouachita Technical College maintains an open-door admissions policy, which provides higher education to all persons who have graduated from high school or received a GED and can benefit from its programs and courses. Adults who have not finished high school may avail themselves of Ouachita Technical College's Adult Education Program or take non-credit courses through the division of Adult and Workforce Education.

Applications are accepted throughout the year. Due to federal, state, and college policy several documents are required prior to registration. To prevent delays in the registration process, it is recommended that these documents be submitted to the Office of Student Affairs at least two weeks prior to registration.

Admission Requirements

1. A signed Application for Admissions (available in the Office of Student Affairs or on the OTC web site.)
2. An official immunization record of two measles and one rubella after the first birthday OR an authorized waiver signed by the appropriate official.
3. Submit proof of tuberculosis screening if you were born outside the United States, even though you are a U.S. citizen.
4. An official transcript of previous work.
--If you have had no previous college study, submit an official high school transcript with the date of graduation OR a GED certificate.
--If you have attended another college, you must submit a complete, official transcript showing the date of high school graduation or an official college transcript and an official high school transcript.
5. ACT, ASSET, SAT, or COMPASS placement scores. (COMPASS is offered Monday thru Friday at 9:00 a.m. and 1:00 p.m. for a fee of \$10.00.

If I am an International Student - A student from another country who is attending college on an I-20 Form. Contact the Registrar at least 8 weeks prior to the semester of expected enrollment.

HOW DO I REGISTER?

If I am a Continuing Student - A student currently enrolled in classes at OTC

1. Contact your Academic Advisor by e-mail, telephone, or in person for advisement and clearance to register. YOU MUST HAVE CLEARANCE IN THE COMPUTER SYSTEM FROM YOUR ACADEMIC ADVISOR OR THE DIVISION CHAIR TO REGISTER.
2. *Go to www.otcweb.edu.
3. Click on Self Service on the left side of the screen.
4. Log in with your user name and password.
5. Follow directions on screen for registration.
6. Pay tuition and fees or verify Financial Aid eligibility.

*Since some academic advisors are not available during the summer, it is recommended that students contact their advisor prior to the conclusion of the spring semester for advisement and registration clearance. Registration may then be at convenience of the student any time during the scheduled registration period.

This procedure changes for the Fall 2009 Registration

If I am a Returning Student - An OTC student who did not attend the previous semester. (Check with the Office of Student Affairs for registration procedure for Fall 2009 classes).

1. Go to www.otcweb.edu.
2. Go to the Office of Student Affairs. Submit an official transcript from any colleges you may have attended since you last attended OTC and update your records.
3. Meet with a counselor for advisement and clearance to register.
4. Set up your OTC Self Service account in the computer lab.
5. Follow steps 2 - 6 above for Continuing Students.

If I am a New Student or a Transfer Student - A student who has never attended college or a student who as attended another college other than OTC. (Check with the Office of Student Affairs for registration procedure for Fall 2009 classes).

1. Go to www.otcweb.edu.
2. Complete all the admission requirements and submit all documents to Student Affairs.
3. Meet with a counselor for advisement and clearance to register.
4. Follow steps 2 - 6 above for Continuing Student.

HOW DO I ACCESS MY ONLINE COURSE?

1. Go to www.otcweb.edu.
2. Select Online Courses from the left navigation bar.
3. Click the Log into My Blackboard link.
4. Enter your Blackboard (WebCT) UserID and Password.

WHAT IS MY BLACKBOARD USERID AND PASSWORD?

1. Your Blackboard UserID is your first intitial + last name + last four digits of your student ID*, not your Social Security #. Example John Public's UserID would be jpublic1234 all in lower case.
2. Your Password is your last name + last four digits of your student ID*, not your Social Security number. Example, if the last four digits of John Public's Student ID is 1234, his Password would be public1234.
3. Click Log In button.
4. When Change Password box appears, change your password. Be sure to save it in a secure place where only you have access.

* Student ID, System ID, and People Code are all the same thing.
NOTE: Online courses are not available until the first day of classes. Students are required to log in to their online course the first day of the semester.

WHAT IF I AM CONDITIONALLY ADMITTED?

Ouachita Technical College admits students conditionally as Conditional Admission. **Conditional Admission** - students who graduated from a public high school after May 1, 2002, without completing the Arkansas core curriculum, or received a GED, or graduated from an out of state high school are admitted conditionally in accordance with Act 1290 of 1997 as amended by Act 520 of 1999.

WHAT IF I AM A TRANSITIONAL STUDENT?

Transitional Student - first-time, full-time, degree seeking students whose placement scores require enrollment in two or more basic skills classes are admitted as transitional students. Students must sign a Transitional Admission Contract which provides for mandatory course participation, attendance, tutoring, and enrollment in First Year Interest Group (FYIG) in addition to satisfactory academic performance. Failure to meet the contract stipulations will cause the student to be administratively withdrawn.

WHEN ARE THE DEADLINES FOR PAYING TUITION?

All students must have a financial aid award in place, an established payment plan with the OTC Business Office or cash to pay for each semester in which they are enrolled. These arrangements must be on record prior to the dates listed below to prevent removal from classes.

Spring - December 12, 2008 - Anyone who registered prior to this date who does not have a financial aid award in place, has not made a payment plan, or has not paid will be dropped from all classes.

Spring - January 5, 2009 - Anyone who registered prior to this date who does not have a financial aid award in place, has not made a payment plan or has not paid will be dropped from all classes.

Spring - January 26, 2009 - Anyone who registered after January 4, 2009, who does not have a financial aid award in place or has not made a payment plan or has not paid will be dropped from all classes.

Summer I - May 21, 2009 - Anyone who registered prior to this date who does not have a financial aid award in place or has not made a payment plan or has not paid will be dropped from all classes.

Summer II - May 21, 2009 - Anyone who registered prior to this date who does not have a financial aid award in place or has not made a payment plan or has not paid will be dropped from all classes.

Summer III - June 25, 2009 - Anyone who registered prior to this date who does not have a financial aid award in place or has not made a payment plan or has not paid will be dropped from all classes.

WHEN IS THE DEADLINE TO APPLY FOR FINANCIAL AID FOR SPRING?

Spring 2009 Students: Students need to apply for financial aid before December 1 to ensure that an aid package is in place before the withdrawal date. Applications after December 1 will be processed but students should be prepared to make an initial payment with the Business Office to hold a seat in classes.

Applying for Financial Aid - The Financial Aid Office, located in the Office of Student Affairs, will assist you in applying for financial aid. Complete and submit the Free Application for Federal Student Aid at www.fafsa.ed.gov or pick up a form in the Financial Aid Office as early as possible prior to the beginning of the semester. You may qualify for aid through VA, PELL, Arkansas Rehabilitation Service, and/or Work-Study Programs. Complete and submit the OTC Scholarship Application to be considered for a variety of available scholarships. May 1, 2009, is the priority deadline for financial aid for the Fall 2009 term.

TUITION

Arkansas Residents\$56/semester credit hour
Out-of-state\$112/semester credit hour
International\$165/semester credit hour
Non-credit coursesVary According to class
AuditingSame as for credit classes

FEES*

Technology Fee\$7/semester credit hour
Building/supply user fee\$7/semester credit hour
Student Government fee\$1/semester credit hour
Assessment fee\$10/semester
Lab Fee\$5/lab class
Science lab fee\$10/science lab class
Math lab fee\$100/math course
Cisco fee\$150/Cisco course
MCSE\$100/MCSE
Online course fee\$35/course
ASSET/COMPASS\$10/exam
Returned check fee\$15/check
Schedule change (drop/add) fee\$5/course
Withdrawal from collegeno charge
International student processing fee\$100 (non-refundable)

* Tuition and Fee subject to change.

Tuition Refund Policy - To be eligible for a tuition refund, you must officially withdraw or drop classes through the Business Office before the eleventh day of classes. NOTE: Tuition Refund Checks will be issued after the final refund period has ended.

REFUND POLICY

Spring Term Refunds are made as follows: Day 1 - 11100%
Summer Term Refunds are made as follows: Day 1 - 5100%
*No refunds (0%) will be given after the last day shown above.

REGISTRATION FOR PRACTICAL NURSING

Special registration sessions will be held for new students accepted into the Practical Nursing Program. Spring registration sessions for new practical nursing students are: November 18, 2008, 9:00 a.m., or 1:00 p.m. and December 5, 2008, 9:00 a.m. or 1:00 p.m.

Summer registration sessions for new practical nursing students are: May 21, 2009, 9:00 a.m. and 1:00 p.m. and May 28, 2009, 9:00 a.m.

APPLICATION DEADLINE & REGISTRATION FOR COSMETOLOGY

Special registration sessions will be held for new students accepted into the Cosmetology Program.

The application deadline for the Spring 2009 mid-semester cosmetology students is February 2, 2009. Students must have all required documents submitted to Student Affairs by 4:30 p.m. on February 2, 2009, in order to be considered. Paper work is due to state board and time is of the essence. Orientation/Registration is February 13, 2009, at 9:00 a.m. Midterm starts on March 9, 2009.

The application deadline for Summer 2009 cosmetology students is April 17, 2009. Students must have all required documents submitted to Student Affairs by 4:30 p.m. on April 17, 2009, in order to be considered. Paper work is due to state board and time is of the essence. Orientation/Registration is May 1, 2009, at 9:00 a.m.

The application deadline for Fall 2009 cosmetology students is July 10, 2009. Students must have all required documents submitted to Student Affairs by 4:30 p.m. on July 10, 2009, in order to be considered. Paper work is due to state board and time is of the essence. Orientation/Registration is July 24, 2009, at 9:00 a.m.

ASSET/COMPASS ASSESSMENTS

There is a \$10.00 fee for the COMPASS or ASSET assessment. These assessments, which are scheduled in the Office of Student Affairs will be administered daily at 9:00 a.m. and 1:00 p.m. Prospective students should allow at least three hours for the assessment.

NURSE ENTRANCE TEST (NET)

There is a \$25.00 fee for the Nurse Entrance Test. This assessment, which is scheduled in the Office of Student Affairs, will be administered daily at 9:00 a.m. and 1:00 p.m. This is required for application to the practical nursing program and the registered nursing program.

SELF SERVICE

Access your schedule, grades, financial aid, business account, and advisor through Self Service. Go to the OTC web page www.otcweb.edu, click on Self Service and follow the directions.

STUDENT INFORMATION AND RESPONSIBILITIES

ACCREDITATION - OTC is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, 30 N. LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456, www.ncahigherlearningcommission.org.

COURSE SCHEDULE NOTICE - OTC reserves the right to make any necessary changes (i.e., instructor assignments, room assignments, tuition/fee increase, etc.) in the class schedule.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION - OTC does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, age, sexual orientation, veteran status, disability, or any other category protected by law.

STUDENTS WITH DISABILITIES - Services to accommodate students with disabilities are available. If you require such services, provide documentation to the Office of Student Affairs and contact your instructor(s) at the beginning of each course.

STUDENT RESPONSIBILITIES - Students are expected to read the Catalog and Student Handbook (available in the Office of Student Affairs or online), to be knowledgeable of college policies, rules, and procedures.

UPCOMING REGISTRATION DATES

Priority Registration Spring 2009 (Currently enrolled students only) . . .November 10 - 14, 2008
Registration Spring 2009November 17, 2008 - January 9, 2009
Priority Registration Summer I, II, III and Fall 2009April- May 8, 2009
Registration Summer I 2009May 11 - 21, 2009
Registration Summer II 2009May 11 - 21, 2009
Registration Summer III 2009May 11 - June 25, 2009
Registration Fall 2009See chart of specific dates

BOOKSTORE HOURS & INFORMATION

OTC Bookstore hours for the Spring 2009 term are as follows:

Monday - Thursday8:00 a.m. - 6:00 p.m.
Friday8:00 a.m. - 4:30 p.m.

OTC Bookstore hours for Summer 2009 terms are as follows:

Monday - Thursday8:00 a.m. - 6:00 p.m.
Visa, MasterCard, Discover, and personal checks are accepted. Telephone Number and Driver's License numbers must be provided with personal checks.

Book Refund Policy - During the summer term, refunds will be given within 7 days from the start of classes or within 2 days of purchase thereafter. During the fall term, refunds will be given within 3 weeks from the start of classes or within 2 days of purchase thereafter. Within these time periods, new textbooks are fully refundable when returned in the same

condition as purchased. Books must be clean and free of pencil marks and writing. Any book purchased during the last week of classes or during exams is not fully refundable, but can be sold back during book buy back days. Retain your receipt enabling us to process your bookstore return quickly and accurately.

Book Buy Back - Spring Buy Back dates are May 6 & 7. Summer Buy Back dates are June 25 & July 30.

\$\$\$SCHOLARSHIPS\$\$\$

Graduating High School Seniors

OTC Academic Scholarship is for graduating high school seniors with an ACT composite score of 23 or higher. This scholarship pays tuition and fees for up to two years if academic requirements are met each semester. DEADLINE: August 15.

OTC Merit Scholarship is for graduating high school seniors with an ACT score of 19 in all areas and ranks in the top 20% of their graduating class. This scholarship pays for tuition for up to two years if academic requirements are met each semester. DEADLINE: August 15.

Recent GED Graduates

OTC Non-Traditional Scholarship is for recent GED graduates with a composite score of 600. This scholarship pays tuition for up to two years. DEADLINE: August 15.

FINAL EXAM SCHEDULE - SPRING 2009

Final exam times and dates for Internet courses will be announced at a later date by those course instructors. Final exams will be given in ALL classes. Exams should be taken on designated days/times.

Regular Meeting Time	Final Exam Date	Final Exam Time
MW 8:00	Mon., May 4	8:00A - 10:00A
MW 11:00	Mon., May 4	10:30A - 12:30P
MW 12:30, MW 1:00	Mon., May 4	1:00P - 3:00P
MW 3:30	Mon., May 4	3:30P - 5:30P
MW 6:00, M 6:00	Mon., May 4	6:00P - 8:00P
TR 8:00	Tues., May 5	8:00A - 10:00A
TR 9:30	Tues., May 5	10:30A - 12:30P
TR 12:30, R 12:30, TR 1:00	Tues., May 5	1:00P - 3:00P
TR 2:00, TR 3:30	Tues., May 5	3:30P - 5:30P
TR 6:00, T 6:00	Tues., May 5	6:00P - 8:00P
MW 9:30	Wed., May 6	8:00A - 10:00A
Open	Wed., May 6	10:30A - 12:30P
MW 2:00	Wed., May 6	1:00P - 3:00P
Open	Wed., May 6	3:30P - 5:30P
W 6:00	Wed., May 6	6:00P - 8:00P
Open	Thur., May 7	8:00A - 10:00A
TR 11:00	Thur., May 7	10:30A - 12:30P
R 1:00, R 2:00, TR 2:00	Thur., May 7	1:00P - 3:00P
Open	Thur., May 7	3:30P - 5:30P
R 6:00	Thur., May 7	6:00P - 8:00P

NOTICE: NEW PROCEDURE FOR FALL 2009 REGISTRATION

All Part-time and Full-time New Students (never attended college), Transfer Students (never attended Ouachita Technical College but attended another college), and Returning Students (attended OTC but did not attend this past semester) are required to attend an orientation session along with registration. The following dates are the times that orientation/registration will occur. You must select and attend one of these sessions to become a student at OTC.*

Day	Date	Time
Thursday	June 25, 2009	9:00 a.m.
Tuesday	July 14, 2009	9:00 a.m.
Thursday	July 16, 2009	1:00 p.m.
Tuesday	July 28, 2009	5:00 p.m.
Thursday	July 30, 2009	1:00 p.m.
Monday	August 3, 2009	9:00 a.m.
Tuesday	August 4, 2009	5:00 p.m.
Wednesday	August 5, 2009	1:00 p.m.
Thursday	August 6, 2009	9:00 a.m.
Monday	August 10, 2009	9:00 a.m.
Tuesday	August 11, 2009	9:00 a.m.
Tuesday	August 11, 2009	5:00 p.m.
Wednesday	August 12, 2009	1:00 p.m.
Thursday	August 13, 2009	9:00 a.m.
Friday	August 14, 2009	9:00 a.m.

*If for some reason you are unable to attend orientation/registration at one of the dates above, please contact the Office of Student Affairs at (501) 337-5000 Ext 1180 or (800) 337-0266 Ext. 1180.

Go to www.otcweb.edu and select the date and time that you would like to attend orientation/ registration. Submit all of the required documents to the Office of Student Affairs no later than 12:00 p.m. the day prior to your scheduled session. If you have not submitted all of the required documents, you will be notified of what is lacking and scheduled for another session when your application requirements are met. You should expect to spend from three to four hours at OTC on the day of orientation/registration. Parents are welcome to attend.

Continuing Students' Fall registration dates are May 12 - August 14. Contact your academic advisor for approval to register and clearance in the data system for registration.

SPRING 2009 SCHEDULE OF CLASSES

ALLIED HEALTH SCIENCES

PREREQUISITE: SPRING

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
RNUR	2113	01	Math for Nurses	TR	5:00P-6:30P	H119	Lackey

PNUR	1307	02	Clinical II	WRF	6:30A-3:00P	HOSP	Ditzig
PNUR	1307	03	Clinical II	WRF	6:30A-3:00P	HOSP	Rowell
PNUR	1307	04	Clinical II	WR	6:30A-7:00P	HOSP	Duke
PNUR	1307	05	Clinical II	WR	6:30A-7:00P	H134	Songer

ASSOCIATE DEGREE NURSING

Spring First Semester Classes - January 12, 2009 - May 8, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
RNUR	2115	35*	Nursing Process I	T	4:00P-9:00P	H119	Post
RNUR	2124	35*	Pediatric Nursing Care	R	4:00P-8:00P	H119	Post
RNUR	2133	01	Nursing Practicum I	Sat	6:20A-3:50P	HOSP	Post
				Sun	6:20A-3:50P	HOSP	Post
RNUR	2133	02	Nursing Practicum I	Sat	6:20A-3:50P	HOSP	Skinner
				Sun	6:20A-3:50P	HOSP	Skinner
RNUR	2133	03	Nursing Practicum I	Sat	6:20A-3:50P	HOSP	Zody
				Sun	6:20A-3:50P	HOSP	Zody

*All RN courses will have online content. There will be times when class will be held online, which may include lectures, discussion boards and scheduled chat room times.

Spring Third Semester Classes - January 12, 2008 - May 8, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
PNUR	1102	01	Nursing of Children	T	10:00A-11:50A	H119	DuBois
PNUR	1201	01	Mental Health Nursing	T	9:00A-9:50A	H119	Blacklock
PNUR	1313	01	Nursing Adult Patients III	M	12:00P-2:50P	H119	DuBois
PNUR	1333	01	Advanced Pharmacology	M	8:00A-10:50A	H119	Songer
PNUR	1337	01	Clinical III	WRF	6:30A-3:00P	HOSP	Thomas
PNUR	1337	02	Clinical III	WRF	6:30A-3:00P	HOSP	Blacklock
PNUR	1337	03	Clinical III	WRF	6:30A-3:00P	HOSP	Lackey
PNUR	1337	04	Clinical III	WR	6:30A-7:00P	H134	Songer
AHHS	1030	01	3rd Year Interest Group (TIG) T (NXLEX Review)		1:00P-2:50P	H119	Lackey

PRACTICAL NURSING

Spring First Semester Classes - January 12, 2009 - May 8, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
AHHS	1000	01	1st Year Interest Group (FIG) M		8:00A-8:50A	H106	Turley
PNUR	1002	01	Nurs. of Geriatric Patient	T	8:00A-9:50A	H106	DuBois
PNUR	1111	01	Voc. Leg. & Eth. Concepts T		10:00A-10:50A	H106	Lackey
PNUR	1113	01	Body Structure & Function I T		12:00P-2:50P	H106	Blacklock
PNUR	1116	01	Bas. Nurs. Princ. & Skills MW		12:00P-2:50P	H106	Lackey
PNUR	1122	01	Clinical I R		8:00A-2:50P	H118	Knight
PNUR	1122	02	Clinical I R		8:00A-2:50P	H118	Strickland
PNUR	1122	03	Clinical I R		8:00A-2:50P	H118	Swain
PNUR	1122	04	Clinical I R		8:00A-2:50P	H118	Garrett
PNUR	1122	05	Clinical I R		8:00A-2:50P	H118	Bradford
PNUR	1132	01	Nurs. of Adult Patients I M		9:00A-10:50A	H106	DuBois
PNUR	1211	01	Applied Math for Nurses W		10:00A-10:50A	H106	Lackey
PNUR	1202	01	Nutr. in Health & Illness W		8:00A-9:50A	H106	Lackey

MEDICATION ASSISTANT (CERTIFICATE OF PROFICIENCY)

(To enroll in this program, you must be a Certified Nursing Assistant and have one year of experience in a nursing home)

Spring Semester Classes

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
<i>January 20, 2009 - March 13, 2009</i>							
MNUA	1117	01	Bas. Med. Admin. Theory Lab	TR	3:30P-9:00P	H119	Lackey
				TWR	3:30P-9:00P	H118	Lackey
			Clinical Part I	MTW	3:00P-11:00P	Nurs. Home	Lackey
			Clinical Part II	RF	6:00A-3:00P	Nurs. Home	Lackey
<i>March 23, 2009 - May 8, 2009</i>							
MNUA	1117	01	Bas. Med. Admin. Theory Lab	TR	3:30P-9:00P	H119	Lackey
				TWR	3:30P-9:00P	H118	Lackey
			Clinical Part I	MTW	3:00P-11:00P	Nurs. Home	Lackey
			Clinical Part II	RF	6:00A-3:00P	Nurs. Home	Lackey

CERTIFIED NURSING ASSISTANT

Spring CNA Classes

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
<i>February 2, 2009 - February 26, 2009</i>							
CNUA	1117	01	Certified Nursing Assistant Clinical	MTWR	8:00P-2:00P	H1119	Post
				WR	6:00-2:30	Nurs Home	Staff
<i>March 9, 2009 - April 2, 2009</i>							
CNUA	1117	01	Certified Nursing Assistant Clinical	MTWR	3:00P-9:00P	H1119	Post
				WR	6:00A-2:30P	Nurs Home	Staff

APPLIED SCIENCE TECHNOLOGY

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
CISS	2233	01	Adv. Network Hardware	TR	1:00P-3:20P	C104C	Little
CISS	2303	35	*Introduction to Visual Basic	Blended	sebailey@otcweb.edu		Bailey
CISS	2253	01	Introduction to Java	MW	1:00P-3:20P	C107	Bailey
CISS	2443	01	Intro. SQL	MW	9:30P-11:50A	C107	Bailey
CISS	2244	01	Network Security +	TR	9:30A-11:50A	C102	Little
CJUS	1143	31	Law Enforcement Ethics	Online	mharper02@otcweb.edu		Harper
CJUS	2113	31	Crim Procedures & Evidence	Online	brobertson@otcweb.edu		Robertson
CJUS	2253	31	Criminal Investigation	Online	mharper02@otcweb.edu		Harper
CNWT	1444	01	Cisco Networking Academy II MW		12:30P-3:20P	C100	Little
CNWT	1444	02	Cisco Networking Academy II MW		6:00P-8:50P	C100	Little
COSM	1209	01	Perm,Color & Chem.Treat.	MTWRF8:00A-9:15A		COSMSullivan/Williams	

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
COSM	1610	01	Mani,Pedi & Gen. Nail Care	MTWRF9:30A-5:00P		COSMSullivan/Williams	
ELCT	2113	01	Data/Voice/Video Cabling	TR	9:30A-11:50A	C104	Ashley
ELCT	2113	02	Data/Voice/Video Cabling	MW	9:30A-11:50A	C104	Ashley
ELCT	2314	35	*Programmable Logic Controllers	Blended		C115	Gilfinger
IEMT	1103	01	Wiring Methods	MW	6:00P-8:20P	C115	TBA
IEMT	1104	01	Fundamentals of Electricity	TR	12:30P-3:20P	C104	Ashley
MCSE	1104	01	Microsoft Professional	MW	6:00P-8:50P	C101	Bailey
MCSE	1104	35	*Microsoft Professional	Blended	sebailey@otcweb.edu		Bailey
MCSE	1204	01	Microsoft Server	TR	1:00P-3:50P	C108	Bailey

*Blended Courses: These courses are set up so that students may take their coursework online and schedule their labs at times that fit into their class schedule or the instructor's schedule.

ARTS, SCIENCES & EDUCATION

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
BIOL	1124	01	Intro. To Biology	MW	9:30A-11:50A	B303	Schultz, J
BIOL	1124	02	Intro. To Biology	TR	12:30P-2:50P	B306	Schultz, J
BIOL	1124	03	Intro. To Biology	TR	3:30P-5:50P	B306	Claffin
BIOL	1124	04	Intro. To Biology	TR	6:00P-8:20P	B306	Claffin
BIOL	1124	31	Intro. To Biology	Online	dpope@otcweb.edu		Pope
BIOL	1133	31	Nutrition	Online	kwinblack@yahoo.com		Black
BIOL	2123	01	Environmental Science	MW	8:00A-9:15A	B307	Schultz, J
BIOL	2123	02	Environmental Science	TR	8:00A-9:15A	B307	Irwin
BIOL	2123	03	Environmental Science	TR	11:00A-12:15P	B307	Claffin
BIOL	2123	04	Environmental Science	T	6:00P-8:50P	I103	Cox
BIOL	2224	01	Anatomy & Physiology I	MW	12:30P-2:50P	B306	Irwin
BIOL	2234	01	Anatomy & Physiology II	MW	9:30A-11:50A	B306	Irwin
BIOL	2234	02	Anatomy & Physiology II	TR	9:30A-11:50A	B306	Irwin
BIOL	2234	31	Anatomy & Physiology II	Online	dpope@otcweb.edu		Pope
BIOL	2244	01	Microbiology	TR	12:30P-2:50P	B303	Irwin
CHEM	1214	01	General Chemistry I	TR	9:30A-11:50A	B303	Schultz, J
COMM	2113	01	Oral Communication	MW	9:30A-10:45A	I102	Palmer
COMM	2113	02	Oral Communication	MW	11:00A-12:15P	I102	Palmer
COMM	2113	03	Oral Communication	M	6:00P-8:50P	I102	Hughes
COMM	2113	31	Oral Communication	Online	chughes@otcweb.edu		Hughes
ECON	2113	31	Prin. of Macroeconomics	Online	thunnicut@otcweb.edu		Hunnicut
ECON	2213	01	Prin. of Microeconomics	TR	2:00P-3:15P	I103	Hunnicut
EDUC	2113	31	Foundations of Education	Online	pweak@otcweb.edu		Weak
EDUC	2123	01	Instructional Technology	TR	11:00A-12:15P	B110	Boyett

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
EDUC	2123	31	Instructional Technology	Online	gingershowell@hotmail.com		Howell
EDUC	2223	31	Child Growth and Devel.	Online	vduckery@sbcglobal.net		Duckery
ENGL	1003	01	Basic Grammar	MW	11:00A-12:15P	I201	Hill
ENGL	1003	02	Basic Grammar	TR	9:30A-10:45A	I201	Hill
ENGL	1013	01	Basic Composition	MW	8:00A-9:15A	I201	Hill
ENGL	1013	02	Basic Composition	MW	12:30P-1:45P	I201	Railsback
ENGL	1013	03	Basic Composition	TR	8:00A-9:15A	I201	Hill
ENGL	1013	04	Basic Composition	TR	12:30P-1:45P	I201	Hill
ENGL	1113	01	Composition I	MW	9:30A-10:45A	I101	Thompson
ENGL	1113	02	Composition I	MW	12:30P-1:45P	I101	Thompson
ENGL	1113	03	Composition I	MW	2:00P-3:15P	I101	Lovett
ENGL	1113	04	Composition I	TR	9:30A-10:45A	I101	Thompson
ENGL	1113	05	Composition I	TR	2:00P-3:15P	I102	Taylor
ENGL	1113	06	Composition I	M	6:00P-8:50P	I101	Davis
ENGL	1113	31	Composition I	Online	lmcFarland@otcweb.edu		McFarland
ENGL	1213	01	Composition II	MW	8:00A-9:15A	I101	Thompson
ENGL	1213	02	Composition II	MW	11:00A-12:15P	I109	Porter
ENGL	1213	03	Composition II	MW	12:30P-1:45P	I109	Porter
ENGL	1213	04	Comp II for Industry	TR	8:00A-9:15A	I102	Taylor
ENGL	1213	05	Composition II	TR	12:30P-1:45P	I101	Thompson
ENGL	1213	06	Composition II	TR	2:00P-3:15P	I101	Thompson
ENGL	1213	07	Composition II	W	6:00P-8:50P	I101	Hall
ENGL	1213	31	Composition II	Online	mmills@otcweb.edu		Mills
ENGL	2213	01	World Literature I	T	6:00P-8:50P	I101	Davis

A R T S , S C I E N C E S & E D U C A T I O N (C O N T .)

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor	Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
ENGL	2213	31	World Literature I	Online		mmills@otcweb.edu	Mills	MATH	1023	01	Intermediate Algebra	TR	9:30A-10:45A	I108	Colananni
ENGL	2223	01	World Literature II	MW	12:30P-1:45P	I103	Staff	MATH	1023	70	Intermediate Algebra	MW	8:00A-9:15A	I202	Staff
ENGL	2223	02	World Literature II	TR	12:30P-1:45P	I102	Seals	MATH	1023	71	Intermediate Algebra	MW	9:30A-10:45A	I202	Reed
ENGL	2313	01	American Literature I	TR	3:30P-4:45P	I102	Seals	MATH	1023	72	Intermediate Algebra	MW	11:00A-12:15P	I202	Colananni
FYIG	1000	01	First-year Interest Group	MW	12:30P-1:30P	B307	Mitchell/Harper	MATH	1023	74	Intermediate Algebra	MW	2:00P-4:00P	I202	Reed
FYIG	1000	02	First-year Interest Group	TR	12:30P-1:30P	B307	Yednock	MATH	1023	75	Intermediate Algebra	TR	8:00A-9:15A	I202	Reed
GEOG	1113	01	Geography	R	6:00P-8:50P	I110	Staff	MATH	1023	77	Intermediate Algebra	TR	11:00A-12:15P	I202	Werner
GNEC	1113	01	Prin of Collegiate Success	MW	2:00P-3:15P	I103	Johnson	MATH	1023	78	Intermediate Algebra	TR	12:30P-1:45P	I202	O'Neal
GNEC	1113	02	Prin of Collegiate Success	TR	2:00P-3:15P	I104	Lazenby	MATH	1023	79	Intermediate Algebra	TR	2:00P-4:00P	I202	O'Neal
GOVT	2113	01	Am. Nat. Government	W	6:00P-8:50P	I104	Switzer	MATH	1023	80	Intermediate Algebra	TR	3:30P-5:30P	I202	O'Neal
GOVT	2113	31	Am. Nat. Government	Online		llcmec@sbcglobal.net	Courtney	MATH	1023	81	Intermediate Algebra	TR	6:00P-8:00P	I202	Blackerby
GOVT	2123	31	State and Local Gov't	Online		llcmec@sbcglobal.net	Courtney	MATH	1143	01	College Algebra	MW	9:30A-10:45A	I108	Colananni
HIST	1113	01	Civ thru 16th Century	MW	11:00A-12:15P	I110	Schultz, M	MATH	1143	02	College Algebra	MW	11:00A-12:15P	I108	Reed
HIST	1113	02	Civ thru 16th Century	TR	8:00A-9:15A	I110	Schultz, M	MATH	1143	03	College Algebra	TR	8:00A-9:15A	I108	Colananni
HIST	1123	01	Civ since 16th Century	TR	11:00A-12:15P	I110	Schultz, M	MATH	1143	04	College Algebra	TR	11:00A-12:15P	I108	Reed
HIST	2113	01	U.S. History thru 1865	MW	9:30A-10:45A	I110	Schultz, M	MATH	1143	05	College Algebra	TR	6:00P-7:15P	I108	Gartman
HIST	2113	02	U.S. History thru 1865	TR	12:30P-1:45P	I110	Schultz, M	MATH	1143	31	College Algebra	Online	pts@otcweb.edu		Simms
HIST	2123	31	U.S. History since 1865	Online		mschultz@otcweb.edu	Schultz, M	MATH	2153	01	Plane Trigonometry	MW	8:00A-9:15A	I108	Simms
HIST	2143	31	Arkansas History	Online		mschultz@otcweb.edu	Schultz, M	MATH	1223	31	Math for Elem & Middle Schools II	Online	terrific@otcweb.edu	Colananni	
HUMN	2113	01	Humanities: Art	R	2:00P-4:50P	I109	Pennington	PHIL	2113	01	Intro. To Philosophy	MW	2:00P-3:15P	I110	Turner
HUMN	2113	02	Humanities: Art	R	6:00P-8:50P	I109	Pennington	PHIL	2113	02	Intro. To Philosophy	TR	2:00P-3:15P	I110	Turner
HUMN	2123	01	Humanities: Music	TR	8:00A-9:15A	I109	Flowers	PHIL	2113	31	Intro. To Philosophy	Online	dturner@otcweb.edu	Turner	
HUMN	2123	31	Humanities: Music	Online		aadair@otcweb.edu	Adair	PHYC	1114	31	Earth Science	Online	bmiller@otcweb.edu	Miller	
HUMN	2133	31	Humanities: Theatre	Online		aadair@otcweb.edu	Adair	PHYC	1124	31	Intro. To Physics	Online	blinicschulte@yahoo.com	Schulte	
MATH	1003	70	Basic Math	MW	8:00A-9:15A	I202	Staff	PHYC	1134	01	Physical Science	MW	12:30P-2:50P	B303	Schultz, J
MATH	1003	71	Basic Math	MW	9:30A-10:45A	I202	Reed	PHYC	1144	31	Astronomy	Online	bmiller@otcweb.edu	Miller	
MATH	1003	72	Basic Math	MW	11:00A-12:15P	I202	Colananni	PHYS	1221	01	Life Fitness	T	2:00P-4:00P	I108	Alpe
MATH	1003	73	Basic Math	MW	12:30P-1:45P	I202	Reed	PHYS	1221	02	Life Fitness	T	6:00P-8:00P	I104	Danner
MATH	1003	74	Basic Math	MW	2:00P-4:00P	I202	Reed	PHYS	1221	31	Life Fitness	Online	dannerb@obu.edu	Danner	
MATH	1003	75	Basic Math	TR	8:00A-9:15A	I202	Reed	PSYC	1113	01	General Psychology	MW	8:00A-9:15A	I104	Weak
MATH	1003	76	Basic Math	TR	9:30A-10:45A	I202	Reed	PSYC	1113	02	General Psychology	MW	11:00A-12:15P	I104	Wood
MATH	1003	77	Basic Math	TR	11:00A-12:15P	I202	Werner	PSYC	1113	03	General Psychology	TR	9:30A-10:45A	I102	Weak
MATH	1003	78	Basic Math	TR	12:30P-1:45P	I202	O'Neal	PSYC	1113	04	General Psychology	TR	11:00A-12:15P	I104	Wood
MATH	1003	79	Basic Math	TR	2:00P-3:15P	I202	O'Neal	PSYC	1113	05	General Psychology	M	6:00P-8:50P	I104	Weak
MATH	1003	80	Basic Math	TR	3:30P-5:30P	I202	O'Neal	PSYC	1113	31	General Psychology	Online	pweak@otcweb.edu	Weak	
MATH	1003	81	Basic Math	TR	6:00P-8:00P	I202	Blackerby	PSYC	2113	31	Abnormal Psychology	Online	lwood@otcweb.edu	Wood	
MATH	1013	70	Basic Algebra	MW	8:00A-9:15A	I202	Staff	PSYC	2123	01	Developmental Psychology	TR	9:30A-10:45A	I103	Prince
MATH	1013	71	Basic Algebra	MW	9:30A-10:45A	I202	Reed	READ	1013	01	Academic Reading	MW	9:30A-10:45A	I201	Weak
MATH	1013	72	Basic Algebra	MW	11:00A-12:15P	I202	Colananni	READ	1013	02	Academic Reading	TR	11:00A-12:15P	I201	Weak
MATH	1013	73	Basic Algebra	MW	12:30P-1:45P	I202	Reed	SOCI	1113	01	Intro. To Sociology	MW	2:00P-3:15P	I104	Clowers
MATH	1013	74	Basic Algebra	MW	2:00P-4:00P	I202	Reed	SOCI	1113	02	Intro. To Sociology	TR	9:30A-10:45A	I104	Wood
MATH	1013	75	Basic Algebra	TR	8:00A-9:15A	I202	Reed	SOCI	1113	03	Intro. To Sociology	R	6:00P-8:50P	I108	Schimenti
MATH	1013	76	Basic Algebra	TR	9:30A-10:45A	I202	Reed	SOCI	1113	31	Intro. To Sociology	Online	skarr@otcweb.edu	Karr	
MATH	1013	77	Basic Algebra	TR	11:00A-12:15P	I202	Werner	SOCI	2123	31	Social Problems	Online	lwood@otcweb.edu	Wood	
MATH	1013	78	Basic Algebra	TR	12:30P-1:45P	I202	O'Neal	SOCI	2133	01	Cultural Diversity	MW	12:30P-1:45P	I104	Clowers
MATH	1013	79	Basic Algebra	TR	2:00P-3:15P	I202	O'Neal	SOCI	2213	31	Juvenile Delinquency	Online	skarr@otcweb.edu	Karr	
MATH	1013	80	Basic Algebra	TR	3:30P-5:30P	I202	O'Neal	SPAN	1113	01	Elementary Spanish I	T	6:00P-8:50P	I102	Honeycutt
MATH	1013	81	Basic Algebra	TR	6:00P-8:00P	I202	Blackerby	SPAN	1123	01	Elementary Spanish II	W	6:00P-8:50P	I102	Honeycutt

B U S I N E S S T E C H N O L O G Y

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor	Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
ACTG	1113	01	Principles of Accounting I	MW	8:00A - 9:15A	A308	Crutchfield	GBUS	2023	01	Business Statistics	TR	9:30A - 10:45A	A307	Hunnicutt
ACTG	1203	01	Principles of Accounting II	TR	12:30P - 1:45P	A308	Crutchfield	MATH	1123	01	Business Math	MW	9:30A - 10:45A	A308	Crutchfield
ACTG	2313	01	Federal Income Tax	MW	2:00P - 3:15P	B104	Avery	MEDT	1133	01	Medical Office Admin.	T	6:00P - 8:50P	B105	Howard
BOIS	1113	01	Bus. Calculator Applic.	TR	8:00A - 9:15A	B107	Boyett	MEDT	1143	01	Medical Terminology II	TR	8:00A - 9:15A	A308	Hughes
BOIS	2303	01	Bus. Communications	MW	12:30P - 1:45P	B104	Beard	MEDT	1223	01	Principles of Disease	TR	9:30A - 10:45A	A308	Hughes
DATA	1123	01	Fund. of Info. Technology	MW	8:00A - 9:15A	B110	Boyett	MEDT	2213	01	Basic Pharmacology	TR	12:30P - 1:45P	A307	Hughes
DATA	1123	02	Fund. of Info. Technology	MW	9:30A - 10:45A	B110	Boyett	MEDT	2333	01	Medical Coding I	M	6:00P - 8:50P	A308	Howard
DATA	1123	03	Fund. of Info. Technology	MW	12:30P - 1:45P	B110	See	MEDT	2343	01	Medical Coding II	MW	12:30P - 1:45P	B105	Hughes
DATA	1123	04	Fund. of Info. Technology	MW	3:30P - 4:45P	B110	Staff	MEDT	2413	01	*Adv. Medical Office Adm. Internship				Hughes
DATA	1123	05	Fund. of Info. Technology	M	6:00P - 8:50P	B110	Hernandez	MEDT	2414	01	Medical Assisting	TR	2:00P - 4:20P	B105	Hughes
DATA	1123	06	Fund. of Info. Technology	TR	8:00A - 9:15A	B110	Hunnicutt	MGMT	1113	31	Principles of Management	Online	crrutchfield@otcweb.edu	Crutchfield	
DATA	1123	07	Fund. of Info. Technology	TR	9:30A - 10:45A	B110	Staff	MGMT	2013	31	Human Resource Mgmt.	Online	crrutchfield@otcweb.edu	Crutchfield	
DATA	1123	08	Fund. of Info. Technology	TR	12:30P - 1:45P	B110	Staff	MGMT	2343	31	Small Business Mgmt.	Online	crrutchfield@otcweb.edu	Crutchfield	
DATA	1123	09	Fund. of Info. Technology	T	6:00P - 8:50P	B110	Hernandez	SECR	1003	01	Beginning Keyboarding	TR	11:00A - 12:15P	B105	Staff
DATA	1123	31	Fund. of Info. Technology	Online		cboyett@otcweb.edu	Boyett	SECR	1213	01	*Office Administration Internship				Beard
DATA	1213	01	^Word Processing (Word)	MW	11:00A - 12:15P	B110	Beard	*Advanced Medical Office Administration and Office Administration students will spend 9 hours per week at an assigned internship site to earn credit for this course. Available sites and times will be assigned by the instructor on a first-come, first-serve basis during priority registration. ^Web-enhanced courses.							
DATA	1233	01	Database Mgmt. (Access)	TR	9:30A - 10:45A	B104	Boyett								
DATA	1243	01	Spreadsheet Apps. (Excel)	TR	11:00A - 12:15P	B104	Crutchfield								
DATA	2203	01	Integrated Apps. (MS Office)	MW	11:00A - 12:15P	B104	Hunnicutt								
DATA	2303	31	Adv. Word Processing (Word)	Online		jbeard@otcweb.edu	Beard								
ECON	2113	31	^Principles of Macroecon.	Online		thunnicutt@otcweb.edu	Hunnicutt								
ECON	2213	01	^Principles of Microecon.	TR	2:00P - 3:15P	I103	Hunnicutt								

P R O F E S S I O N A L S T U D I E S

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor	Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
ECDE	1213	31	^Curriculum and Materials TBA	TBA	6:00P - 8:00P	Blended	Massey	TKDR	1105	01	Commercial Driving (5 cr hrs)	M - F	Open	Jones Mill	Carter
ECDE	1223	01	Early Childhood Practicum I	TBA	TBA	TBA	Massey	TKDR	1102	01	Truck Driving Lab (2 cr hrs)	M - F	Open	Jones Mill	Carter
ECDE	1233	31	^Health, Safety, & Nutrition TBA	TBA	TBA	Blended	Massey	^These are web-enhanced courses. The lecture portion of the class work will be delivered online, but students must attend labs on campus.							

O N L I N E C L A S S E S B Y D I V I S I O N

APPLIED SCIENCE TECHNOLOGY

Dept	Crs#	Sec	Course Name	Instructor Email	Instructor
CIUS	1143	31	Law Enforcement Ethics	Online mharper02@otcweb.edu	Harper
CIUS	2113	31	Crim Procedures & Evidence	Online brobertson@otcweb.edu	Robertson
CIUS	2253	31	Criminal Investigation	Online mharper02@otcweb.edu	Harper

*Blended Courses:

CISS	2303	35	*Introduction to Visual Basic	Blended sebailey@otcweb.edu	Bailey
ELCT	2314	35	*Programmable Logic Controllers	Blended C115	Gilsinger
MCSE	1104	35	*Microsoft Professional	Blended sebailey@otcweb.edu	Bailey

*Blended Courses: These courses are set up so that students may take their coursework online and schedule their labs at times that fit into their class schedule or the instructor's schedule.

ARTS, SCIENCES & EDUCATION

Dept	Crs#	Sec	Course Name	Instructor Email	Instructor
BIOL	1124	31	Intro. To Biology	Online dpope@otcweb.edu	Pope
BIOL	1133	31	Nutrition	Online kwinblack@yahoo.com	Black
BIOL	2234	31	Anatomy & Phys. II	Online dpope@otcweb.edu	Pope
COMM	2113	31	Oral Communication	Online chughes@otcweb.edu	Hughes
ECON	2113	31	Prin. of Macroecon	Online thunnicuttt@otcweb.edu	Hunnicuttt
EDUC	2113	31	Foundations of Educ	Online pweak@otcweb.edu	Weak
EDUC	2123	31	Instructional Tech.	Online gingershowell@hotmail.com	Howell
EDUC	2223	31	Child Growth and Dev	Online vduckery@sbcglobal.net	Duckery
ENGL	1113	31	Composition I	Online lmcfarland@otcweb.edu	McFarland
ENGL	1213	31	Composition II	Online mmills@otcweb.edu	Mills
ENGL	2213	31	World Literature I	Online mmills@otcweb.edu	Mills
GOVT	2113	31	Am. Nat. Gov't	Online llcmec@sbcglobal.net	Courtney
GOVT	2123	31	State and Local Gov't	Online llcmec@sbcglobal.net	Courtney
HIST	2123	31	U.S. Hist since 1865	Online mschultz@otcweb.edu	Schultz, M
HIST	2143	31	Arkansas History	Online mschultz@otcweb.edu	Schultz, M
HUMN	2123	31	Humanities: Music	Online aadair@otcweb.edu	Adair
HUMN	2133	31	Humanities: Theatre	Online aadair@otcweb.edu	Adair

ARTS, SCIENCES & EDUCATION (CONT'D)

Dept	Crs#	Sec	Course Name	Instructor Email	Instructor
MATH	1143	31	College Algebra	Online pats@otcweb.edu	Simms
MATH	1223	31	Math for Elem & Middle Schools II	Online terric@otcweb.edu	Colananni
PHIL	2113	31	Intro. To Philosophy	Online dturner@otcweb.edu	Turner
PHYC	1114	31	Earth Science	Online bmiller@otcweb.edu	Miller
PHYC	1124	31	Intro. To Physics	Online blincschulte@yahoo.com	Schulte
PHYC	1144	31	Astronomy	Online bmiller@otcweb.edu	Miller
PHYS	1221	31	Life Fitness	Online dannerb@obu.edu	Danner
PSYC	1113	31	General Psychology	Online pweak@otcweb.edu	Weak
PSYC	2113	31	Abnormal Psyc	Online lwood@otcweb.edu	Wood
SOCI	1113	31	Intro. To Sociology	Online skarr@otcweb.edu	Karr
SOCI	2123	31	Social Problems	Online lwood@otcweb.edu	Wood
SOCI	2213	31	Juvenile Delinquency	Online skarr@otcweb.edu	Karr

BUSINESS TECHNOLOGY

Dept	Crs#	Sec	Course Name	Instructor Email	Instructor
DATA	1123	31	Fund. of Info. Tech.	Online cboyett@otcweb.edu	Boyett
DATA	2303	31	Adv. Word Processing (Word)	Online jbeard@otcweb.edu	Beard
ECON	2113	31	^Principles of Macroecon.	Online thunnicuttt@otcweb.edu	Hunnicuttt
MGMT	1113	31	Principles of Management	Online ccrutchfield@otcweb.edu	Crutchfield
MGMT	2013	31	Human Resource Mgmt.	Online ccrutchfield@otcweb.edu	Crutchfield
MGMT	2343	31	Small Business Mgmt.	Online ccrutchfield@otcweb.edu	Crutchfield

^Web-enhanced courses.

PROFESSIONAL STUDIES

Dept	Crs#	Sec	Course Name	Instructor Email	Instructor
ECDE	1213	31	^Curriculum and Materials	Blended jmassey@otcweb.edu	Massey
ECDE	1233	31	^Health, Safety, & Nutrition	Blended jmassey@otcweb.edu	Massey

^These are web-enhanced courses. The lecture portion of the class work will be delivered online, but students must attend labs on campus.

C O N T I N U I N G E D U C A T I O N / F U N - E D / W O R K F O R C E E D U C A T I O N

Ouachita Technical College also offers a variety of Fun-Ed classes. The classes are for fun and/or self-improvement and do not earn college credit. Classes are open to anyone regardless of previous experience or education. Registration is taken at any time during regular business hours. Ten or more interested persons must be registered for a class to make. All other classes are for a period of eight weeks unless otherwise stated. Fees should be paid at least two weeks in advance. To enroll in the classes please call 501-337-5000, ext 1136.

Course Name	Start Date	Time	Instructor	Fee	Course Name	Start Date	Time	Instructor	Fee
Child Care Orientation Training	March 14 & 21	Open	Massey	Free	Welding	TBA	6:00P-8:00P	Stovall	\$86
Child Care Orientation Training	May 2 & 9	Open	Massey	Free	Floral Arrangement	TBA	6:00P-8:00P	Hardy	\$75
Conversational Spanish I	TBA	6:00P-8:00P	Zambrano	\$80	Computers for Seniors Citizens	TBA	6:00P-8:00P 4 wks	Hunnicuttt	\$40
Conversational Spanish II	TBA	6:00P-8:00P	Zambrano	\$80	Instant Piano for Hopelessly Busy People	TBA	6:00P-9:30P	Haynes	\$45
American Sign Language	TBA	6:00P-8:00P	Cox	\$60	Ballroom Dancing	TBA	TBA	Roland	\$100 per couple \$60 individual
Basic Drawing	TBA	6:00P-8:00P	Richard	\$65	Home Improvement	TBA	TBA	Posey	TBA
Computer Basics	TBA	6:00P-8:00P	Yednock	\$70	Insurance for the Layman	TBA	TBA	Groover	TBA
Internet Basics	TBA	6:00P-8:00P	Yednock	\$70					
Cake Decorating	TBA	6:00P-8:00P	Johnson	\$80					



INSTRUCTOR-LED ONLINE LEARNING FROM EDUCATION TO GO- Update your skills, discover a new talent, or chart a career path at your own pace and at your convenience with instructor-led online classes. All online courses run for six weeks, with a two-week grace period at the end. Two lessons are released each week for the six-week duration of the course. You do not have to be present when the lesson is released, but you must complete each lesson within two weeks of its release. Interactive quizzes, assignments, and online discussion areas supplement the lessons -- all provided in each course over the Web. All you need to get started is Internet Access, an e-mail address, and Web browser. Please visit our website: www.otcweb.edu and click on Work force Training/Cont. Ed, then ED2GO for requirements, demonstrations, and a full list of available classes.

Computer Related Classes-\$82

- Basic Computer Literacy
- Introduction to Windows Vista
- Introduction to Windows XP
- Introduction to Linux
- 101 Tips and Tricks for iMac & Macintosh
- Introduction to QuickBooks 2007
- Design Projects for Adobe Illustrator CS2
- Introduction to CorelDRAW X3
- Photoshop Elements 5.0 for Digital Photographer
- Introduction to Adobe FrameMaker 7.1
- Introduction to Photoshop CS
- Photoshop 7 for the Absolute Beginner
- Achieving Top Search Engine Positions
- Start Your Own eBay Drop Off Store
- Intro to the Internet
- Learn to Buy and Sell on eBay
- Creating Web Pages
- Designing Effective Websites
- Intro to Dreamweaver MX
- Intro to Microsoft FrontPage 2003
- Keyboarding
- Computer Skills for Workplace
- Intro to Microsoft Word 2003
- Intermed Microsoft Word 2003
- Adv Microsoft Word 2003
- Intro to Microsoft Excel 2003
- Intermed Microsoft Excel 2003
- Intro to Microsoft Access 2003
- Intermed Microsoft Access 2003
- Intro to Microsoft PowerPoint 2003

- Intro to QuickBooks 2005
- QuickBooks for Contractors
- Performing Payroll in QuickBooks
- Intro to Quicken 2005
- Intro to Microsoft Publisher 2003
- Intro to PC Troubleshooting
- Intro to PC Security
- Creating Home/Small Office Ntwk
- C++ for the Absolute Beginner
- C# Programming for Absolute Beginner

Personal Enrichment Related Classes - \$82

- Discover Digital Photography
- Secrets of Better Photography
- Speed Spanish
- Speed Spanish II
- Growing Plants for Fun and Profit
- Start/Operate your own Home-Based Bus.
- Real Estate Investing
- Debt Elimination Techniques That Work
- Building Wealth
- Where Does All My Money Go?
- Personal Finance
- Stocks, Bonds, and Investing: Oh, My!
- The Analysis and Valuation of Stocks
- Introduction to Stock Options

Personal Development Classes - \$82

- Grammar Refresher
- Effective Business Writing
- Administrative Assistant Fundamentals

- Become a Veterinary Assistant
- Communicating Like a Leader
- Achieving Success with Difficult People
- Get Paid to Travel
- Keys to Effective Communication
- Introduction to Journaling
- 12 Steps to a Successful Job Search
- Resume Writing Workshop
- Skills for Making Great Decisions

Grant Writing & Nonprofit Management - \$82

- Introduction to Nonprofit Management
- Marketing Your Nonprofit
- Wow, What a Great Event!
- A to Z Grantwriting
- Get Grants!
- Writing Effective Grant Proposals
- Advanced Grant Proposal Writing
- Becoming a Grant Writing Consultant

Business Admin/Mgmt Related Classes - \$82

- Fundamentals of Supervision & Mgmt
- Fundamentals of Supervision & Mgmt II
- Managing Technology
- Managing Technical Professionals

S U M M E R 2 0 0 9 S C H E D U L E O F C L A S S E S

A L L I E D H E A L T H S C I E N C E S

ASSOCIATE DEGREE NURSING

Prerequisite: Summer

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
RNUR	2113	01	Math for Nurses	TR	5:00P-6:30P	H119	Lackey

SUMMER II COURSES - May 26, 2009 - July 30, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
RNUR	2214	35	Matern./Child&Wom.Health	R	3:00P-9:45P	H119	Post
RNUR	2223	35	Psychiatric Health Nursing	T	3:15P-8:00P	H119	Zody
RNUR	2232	01	Nursing Practicum II	Sat	6:20A-4:50P	HOSP	Post
				Sun	6:20A-4:50P	HOSP	Post
RNUR	2232	02	Nursing Practicum II	Sat	6:20A-4:50P	HOSP	Zody
				Sun	6:20A-4:50P	HOSP	Zody
RNUR	2232	03	Nursing Practicum II	Sat	6:20A-4:50P	HOSP	Skinner
				Sun	6:20A-4:50P	HOSP	Skinner
RNUR	2413	31	*The Geriatric Patient	Online	jpost@otcweb.edu	Post	

*Optional online course.

PRACTICAL NURSING

SUMMER II COURSES - May 26, 2009 - July 30, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
PNUR	1211	01	Applied Math for Nurses	M	8:00A-9:40A	H106	Lackey
PNUR	1112	01	Nurs. Mothers & Infants	MW	10:00A-11:40A	H106	Lackey
PNUR	1102	01	Nursing of Children	MW	1:00P-2:40P	H106	Lackey
PNUR	1002	01	Nurs. of Geriatric Patient	MW	3:00P-4:40	H106	Lackey

CERTIFIED NURSING ASSISTANT

SUMMER II COURSES

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
June 1, 2009 - June 25, 2009							
CNUA	1117	01	Certified Nursing Assistant	MTWR	3:00P-9:00P	H119	Staff
July 6, 2009 - July 30, 2009							
CNUA	1117	01	Certified Nursing Assistant	MTWR	3:00P-9:00P	H119	Staff

A P P L I E D S C I E N C E T E C H N O L O G Y

SUMMER II COURSES - 5-week classes May 26, 2009 - July 30, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
ELCT	2413	01	Computer Repair	MW	8:00A - 11:40P	C105	Little
CISS	2143	01	Comp. Security Fundamentals	MW	1:00P - 3:10P	C100	Little
CISS	2253	01	Intro to Java	TR	12:30 - 4:20P	C100	Bailey

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
COSM	1316	01	*Massage, Facial & Skin Care	**MTWRF	8:00A-9:15A	COSM	Sullivan
COSM	1326	01	*Anatomy, Light Therapy, & Chemistry of Skin Care	**MTWRF	9:30A-4:30P	COSM	Sullivan

*Cosmetology classes end on July 31, 2009.

**Cosmetology students will attend classes Monday - Friday.

A R T S , S C I E N C E S & E D U C A T I O N

SUMMER I COURSES - 5-week day classes May 26, 2009 - June 25, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
BIOL	1124	01	Intro. To Biology	M-F	1:00P-4:50P	B306	Schultz, J
BIOL	2224	01	Anatomy & Physiology I	M-F	8:00A-11:50A	B306	Schultz, J
ENGL	1113	01	Composition I	M-R	10:30A-12:50P	I101	Staff
ENGL	1213	01	Composition II	M-R	8:00A-10:20A	I101	Thompson
HIST	1113	01	Civ thru the 16th Century	M-R	8:00A-10:20A	I110	Schultz, M
HIST	2143	01	Arkansas History	M-R	10:30A-12:50P	I110	Schultz, M
MATH	1003	70	Basic Math	M-R	10:30A-12:50P	I202	Reed
MATH	1003	71	Basic Math	M-R	1:00P-3:20P	I202	Reed
MATH	1013	70	Basic Algebra	M-R	10:30A-12:50P	I202	Reed
MATH	1013	71	Basic Algebra	M-R	1:00P-3:20P	I202	Reed
MATH	1023	70	Intermediate Algebra	M-R	10:30A-12:50P	I202	Reed
MATH	1023	71	Intermediate Algebra	M-R	1:00P-3:20P	I202	Reed
PHYS	1221	01	Life Fitness	TR	6:00P-8:20P	I101	Danner
PSYC	1113	01	General Psychology	M-R	10:30A-12:50P	I104	Weak

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
MATH	1003	70	Basic Math	MW	6:00P-8:20P	I202	Reed
MATH	1013	70	Basic Algebra	MW	6:00P-8:20P	I202	Reed
MATH	1023	70	Intermediate Algebra	MW	6:00P-8:20P	I202	Reed
MATH	1143	01	College Algebra	TR	6:00P-8:20P	I202	Reed
PHIL	2113	31	Intro to Philosophy	Online	dturner@otcweb.edu		Turner
PHYC	1134	31	Intro to Physical Science	Online	bmiller@otcweb.edu		Miller
PHYC	1144	31	Intro to Astronomy	Online	bmiller@otcweb.edu		Miller
PHYS	1221	31	Life Fitness	Online	bdanner@obu.edu		Danner
PSYC	1113	01	General Psychology	TR	8:00A-10:20A	I104	Weak
PSYC	1113	31	General Psychology	Online	pweak@otcweb.edu		Weak
PSYC	2113	31	Abnormal Psychology	Online	lwood@otcweb.edu		Wood
SOCI	1113	31	Intro to Sociology	Online	lwood@otcweb.edu		Wood
SOCI	2213	31	Juvenile Delinquency	Online	skarr@otcweb.edu		Karr

SUMMER III COURSES - 5-week day classes June 29, 2009 - July 30, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
BIOL	2234	01	Anatomy & Physiology II	M-F	8:00A-11:50A	B306	Schultz, J
ENGL	1113	01	Composition I	M-R	8:00A-10:20A	I101	Hall
ENGL	1213	01	Composition II	M-R	10:30A-12:50P	I101	Hall
MATH	1003	70	Basic Math	M-R	10:30A-12:50P	I202	Reed
MATH	1003	71	Basic Math	M-R	1:00P-3:20P	I202	Reed
MATH	1013	70	Basic Algebra	M-R	10:30A-12:50P	I202	Reed
MATH	1013	71	Basic Algebra	M-R	1:00P-3:20P	I202	Reed
MATH	1023	70	Intermediate Algebra	M-R	10:30A-12:50P	I202	Reed
MATH	1023	71	Intermediate Algebra	M-R	1:00P-3:20P	I202	Reed
MATH	1143	01	College Algebra	M-R	10:30A-12:50P	I108	O'Neal
READ	1013	01	Academic Reading	M-R	10:30A-12:50P	I201	Weak

B U S I N E S S T E C H N O L O G Y

SUMMER I COURSES - 5-week day classes May 26, 2009 - June 25, 2009

Dept	Crs#	Sec	Course Name	Days	Start/End	Room	Instructor
DATA	1123	01	Fundamentals of Info. Tech.	MTWR	8:00 - 10:20	B110	Hunnicut

SUMMER II COURSES - 10-week classes May 26, 2009 - July 30, 2009

Dept	Crs#	Sec	Course Name	Days	Instructor Email	Instructor
BOIS	1103	31	Business English	Online	jbeard@otcweb.edu	Beard
BOIS	2203	31	Legal Environment	Online	thunnicut@otcweb.edu	Hunnicut
BOIS	2213	31	Business Ethics	Online	cboyet@otcweb.edu	Boyet
BOIS	2303	31	Business Communications	Online	jbeard@otcweb.edu	Beard
DATA	1123	31	Fundamentals of Info. Tech.	Online	cboyet@otcweb.edu	Boyet
DATA	1213	31	Word Processing (Word)	Online	jbeard@otcweb.edu	Beard
ECON	2213	31	Principles of Microeconomics	Online	thunnicut@otcweb.edu	Hunnicut

Dept	Crs#	Sec	Course Name	Days	Instructor Email	Instructor
GBUS	2013	31	Quantitative Analysis for Business Decisions	Online	thunnicut@otcweb.edu	Hunnicut
GBUS	2023	31	Business Statistics	Online	thunnicut@otcweb.edu	Hunnicut
MATH	1123	31	Business Math	Online	ccrutchfield@otcweb.edu	Crutchfield
MGMT	1113	31	Principles of Management	Online	ccrutchfield@otcweb.edu	Crutchfield
MEDT	1123	31	Medical Terminology I	Online	shughes@otcweb.edu	Hughes

SUMMER III COURSES - 5-week classes June 29, 2009 - July 30, 2009

Dept	Course #	Course Name	Days	Start/End	Room	Instructor	
DATA	1123	01	Fundamentals of Info. Tech.	MTWR	10:30 - 12:50	B110	Beard
SECR	1003	01	Beginning Keyboarding	MTWR	8:00 - 10:20	B110	Beard

P R O F E S S I O N A L S T U D I E S

SUMMER II COURSES - 10-week classes May 26, 2009 - July 30, 2009

Dept	Course #	Course Name	Days	Start/End	Room	Instructor
ECDE	1113	31	^Intro to Early Childhood Dev.	Online	jmassey@otcweb.edu	Massey
ECDE	1123	31	^Fnd. of Early Childhood Educ.	Online	jmassey@otcweb.edu	Massey

^These are web-enhanced courses. The lecture portion of the class work will be delivered online, but students must attend labs on campus.

Ouachita Technical College also offers a variety of Fun-Ed classes. The classes are for fun and/or self-improvement and do not earn college credit. Classes are open to anyone regardless of previous experience or education. Registration is taken at any time during regular business hours. Ten or more interested persons must be registered for a class to make. All other classes are for a period of eight weeks unless otherwise stated. Fees should be paid at least two weeks in advance. For a complete listing of Fun-Ed classes, please contact the Continuing Education Department at (501) 337-5000 or (800) 337-0266 ext. 1136.



INSTRUCTOR-LED ONLINE LEARNING FROM EDUCATION TO GO: Update your skill, discover a new talent, or chart a career path at your own pace and at your convenience with instructor-led online classes. All online courses run for six weeks, with a two-week grace period at the end. Two lessons are released each week for the six-week duration of the course. You do not have to be present when the lesson is released, but you must complete each lesson within two weeks of its release. Interactive quizzes, assignments, and online discussion areas supplement the lessons -- all provided in each course over the Web. All you need to get started is Internet Access, an e-mail address, and Web browser. Please visit our website: www.otcweb.edu and click on Work force Training/Cont. Ed, then ED2GO for requirements, demonstrations, and a full list of available classes.

SUBSTANCE ABUSE POLICY

Ouachita Technical College is committed to maintaining a drug and alcohol free workplace for students and employees. This is an essential part of ensuring safety, eliminating poor job performance, inefficient operations, College rule violations, or any unethical behavior. The OTC Drug and Alcohol Policy is consistent with the Drug Free School and Communities Act Amendment of 1989. A copy of the policy statement in the Ouachita Technical College Policy and Procedure Manual on Drug and Alcohol Free Campus may be obtained from the Office of Student Affairs upon request. (COPP 5.52)

The unlawful manufacture, distribution, possession, sale, use or being under the influence of alcohol, a controlled substance, or drug is prohibited at a College facility or while engaged in College-related activities. In addition to College sanctions (disciplinary action up to and including termination or suspension), state and federal laws provide for fines and/or imprisonment for such activities. The amount of fines and the length of the imprisonment vary according to the type and amount of the substance involved, the offender's past record for such offenses, and a variety of other factors. One particularly relevant fact is that the legal sanctions for the unlawful distribution of drugs increase if the substance is distributed to a person under 21 years of age or within proximity of an educational institution.

EDUCATION AND REFERRAL PROGRAMS

- ◆ Alcohol and drug education material is available at OTC for all students, faculty, and staff through the Office of Student Affairs.
- ◆ Alcohol and drug policy information will be distributed to students and employees on an annual basis.
- ◆ Counselors will make appropriate referrals to community service providers on a case-by-case basis.
- ◆ Alcohol and Drug Awareness Week is conducted the week prior to spring break at OTC.
- ◆ The National Clearinghouse for Alcohol and Drug Information at 1-800-729-6686 or at www.health.org will provide additional information.

For additional information contact the Office of Student Affairs at (501) 337-5000 ext. 1180.

Take the next step to success

Transfer all your Ouachita credits toward a bachelor's degree at Franklin University!

Find out more about earning your degree online through Franklin's Community College Alliance

Visit alliance.franklin.edu or contact
Joyce Upham at Franklin University
1.888.341.6237, ext. 6055
uphamj@franklin.edu

Franklin Makes it Possible!

Mollie Bair
B.S., Business Administration, 2006

A leader in educating adults since 1902

Mention this ad and get your registration fee waived!

REQUEST TO PREVENT DISCLOSURE FROM DIRECTORY INFORMATION

All Students:

The Family Education rights and Privacy Act designates certain information related to students as "Directory Information" and gives the College the right to disclose such information to anyone inquiring without having to ask students for permission, unless the students specifically request in writing that all such information not be made public without their written consent. The categories of "Directory Information" are listed in the Ouachita Technical College Catalog, the OTC Student Handbook and Calendar and in the Ouachita Technical College Operating Policy and Procedure Manual. A copy of the policy statement on privacy rights may be obtained from the Office of Student Affairs upon request. If you wish to withhold the disclosure of all of the items of "Directory Information," fill out the form below and submit it to the Registrar.

This form must be received in the Office of Student Affairs within the first two weeks of each semester. If it is not received in that office by that date, all directory information may be disclosed for the remainder of the semester at the discretion of the College. A new form for non-disclosure must be completed each semester. This form becomes invalid at the end of the semester identified below.

Please consider very carefully the consequences of any decision made by you to withhold any category of "Directory Information", as any future request for such information from non-institutional persons or organizations will be refused. Examples of this non release information includes letters of reference, listing in the graduation program, honors listing, etc. Ouachita Technical College will honor your request to withhold all of the categories listed below but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, Ouachita Technical College assumes no liability for honoring your instructions that such information may be withheld.

I have carefully read the above and request that all "Directory Information" not be disclosed to non-institutional persons or organizations by the College without my prior written permission:

Term (circle one): Fall Spring Summer I Summer II Summer III 20_____

Student's Printed Name _____ Student ID _____

Student's Address _____ Telephone No. _____

Student's Signature _____ Today's Date _____

Return completed form: Ouachita Technical College Registrar, Office of Student Affairs, Room A100.