

Curricula and Degrees

Academic Curricula and Degree Requirements

Associate Degrees and Certificates

The Associate of Arts and Associate of Science degrees are designed for students who intend to transfer to a four-year college or university, with the transfer of credits subject to receiving institutions policies. Generally, institutions within the state have articulated courses and programs to effect an easy transition.

The Associate of Applied Science degree is designed to provide employment skills for the student. While not intended for transfer, select courses within the degree may transfer depending on the receiving institution. Students planning to transfer to a four-year institution should confer with an advisor regarding transferability.

Certificates in many programs are designed primarily for students not currently pursuing an associate degree. Courses taken as part of a certificate program are accepted toward an associate degree in that field.

All degrees and certificates offered by UNM–Valencia Campus are listed below. This list may not be complete since program development is ongoing. Students should check with their advisor or the instructional division for a current listing.

Associate of Arts

- Business Administration
- Criminology
- Early Childhood Multicultural Education
- Elementary Education
- Secondary Education
- Liberal Arts
- Studio Art

Associate Degree in Nursing

- Nursing

Associate of Science

- Emergency Medicine
- General Science
- Health Education
- Pre-Engineering

Associate of Applied Science

- Computer-Aided Drafting
- Construction Technology
- Digital Media Arts
- General Studies
- Information Technology
- Office and Business Technology

Certificates

- Business Administration
- Computer-Aided Drafting
- Digital Media Arts
- Early Childhood Multicultural Education

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- Elementary Education
- Secondary Education
- Group Fitness Instructor Leadership
- Information Technology
- Job Skills
- Office and Business Technology
- Studio Art
- Sustainable Building

Health Sciences Programs

In addition to degree and certificate programs, UNM-Valencia offers four health sciences programs, most of which can be completed in a single semester. These programs prepare students for immediate employment in an entry-level health field.

- Certified Medication Aide
- Certified Nursing Assistant
- Personal Care Attendant
- Phlebotomy Technician

General Education and Program Requirements

Associate degree curricula require a variety of courses to broaden a student's understanding of the world as well as prepare students for employment or advanced study in their fields. Curricula therefore stress the student's major subjects, but also include general education courses.

There are two General Education tracks for students to consider. The first is the UNM Core Curriculum; it is for students who intend to

continue their studies with UNM. The other is the Lower-Division General Education Common Core at New Mexico's Public Colleges and Universities, which will be referred to as the NM Common Core; it is for students who intend to transfer to other four year colleges in New Mexico, such as New Mexico State University, Eastern New Mexico University, Highlands University, or Western University.

The courses required of each General Education requirements are, for the most part, quite similar. However, there are some significant differences which must be carefully considered. Students are highly encouraged to consult with an advisor prior to selecting any General Education electives.

The University of New Mexico Core Curriculum

Note: Follow this General Education Core if you are continuing your education with the University of New Mexico

The University has adopted a revised Core Curriculum as of Fall 2003 which all undergraduate students must complete as part of their baccalaureate program. The Core consists of several groups of courses designed to enhance each student's academic capabilities. Its goal is to give all students at the University a grounding in the broad knowledge and intellectual values obtained in a liberal arts education and to assure that graduates have a shared academic experience. The required courses encourage intellectual development in seven areas of study: writing and communication; social and behavioral sciences; mathematical reasoning; scientific methods in the physical and natural sciences; the humanities; the fine arts; and languages. The Core consists of lower-division courses which develop these skills and

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abilities, and students are strongly encouraged to complete the Core early in their college careers. Individual student substitutions should be minimal and are discouraged. Except where noted (see “Alternative Credit Options” in the Undergraduate Admissions section of the UNM Catalog), students may apply AP or CLEP credit to the Core requirements.

Departments and colleges may restrict student choices within the Core to meet departmental and college degree requirements. A grade of C (not C-) is required in all courses used to fulfill the requirements of the Core Curriculum. Courses taken CR/NC can be applied to the core, subject to general University and individual college and department regulations on the number of credits that can be taken CR/NC and the applicability of courses taken CR/NC to the individual degree.

The University recognizes, however, that the highly structured nature of many degree programs and the presence of numerous transfer and non-traditional students requires flexibility on its part. Transfer and reentering students will receive advising in the college and department to which they are admitted in order to establish an appropriate program which will meet their needs and the aims of the Core. Where degree program requirements are so structured that a student's total academic program credits would be increased by taking a Core course in a particular Core area, a department may approve a blanket substitution of a course in a particular Core area for all students pursuing an undergraduate degree in that particular program. Approval of substitutions or exceptions is handled on a department and college basis.

The basic Core Curriculum requires approximately 37 hours of courses in seven areas of study.

1. Writing and Speaking (9 hours): English (ENGL) 101 and 102 plus an additional course chosen from ENGL 219, 220; Communication and Journalism (CJ) 130; Philosophy (PHIL) 156.

2. Mathematics: One course chosen from MATH 121, 129, 150, 162, 163, 180, 181, 215, STAT 145.

3. Physical and Natural Sciences: Two courses, one of which must include a laboratory, chosen from Anthropology (ANTH) 150 and 151L, 121L (lab required), 160¹ and 161L¹; Astronomy (ASTR) 101 and 101L; Biology (BIOL) 110 and 112L, 123 and 124L, 201 and 202; Chemistry (CHEM) 111L (lab required), 121L (lab required) or 131L1 (lab required), 122L (lab required) or 132L¹ (lab required); Earth and Planetary Science (EPS) 101 and 105L, 201L (lab required); Environmental Science (ENVS) 101¹ and 102L¹; GEOG 101¹ and 105L¹; Natural Science (NTSC) 261L (lab required), 262L (lab required), 263L (lab required); Physics (PHYS) 102¹ and 102L¹, 105¹, 151 and 151L, 152 and 152L, 160¹ and 160L¹, 161¹ and 161L¹.

4. Social and Behavioral Sciences (minimum 6 hours): Two courses chosen from American Studies (AMST) 182¹, 185¹; Anthropology (ANTH) 101, 130; Community and Regional Planning (CRP) 181¹; Economics (ECON) 105, 106; Engineering-F (ENGF) 200¹; Geography (GEOG) 102¹; Linguistics (LING) 101 (AOA Anthropology 110); Political Science (POLS) 110, 200, 220¹, 240¹; Psychology (PSY) 105; Sociology (SOC) 101.

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5. Humanities (6 hours): Two courses chosen from American Studies (AMST) 186¹; Classics (CLST) 107¹, 204¹, 205¹; Comparative Literature and Cultural Studies (COMP) 223¹, 224¹; English (ENGL) 150, 292¹, 293¹; Foreign Languages (MLNG) 101¹; History (HIST) 101L, 102L, 161, 162; Honors Legacy Seminars (UHON) at the 100¹- and 200¹-level; Philosophy (PHIL) 101, 201¹, 202¹; Religious Studies (RELG) 107, 263¹, 264¹.

6. Foreign Language (non-English language; minimum 3 hours): One course chosen from any of the lower-division non-English language offerings of the Departments of Linguistics (including Sign Language – SIGN), Spanish (SPAN) and Portuguese, Foreign Languages and Literatures, and foreign languages in other departments and programs.

7. Fine Arts (minimum of 3 hours): One course chosen from Architecture (ARCH) 101¹; Art History (ARTH) 101, 201¹, 202¹; Dance (DANCE) 105¹; Fine Arts (FA) 284¹; Media Arts (MA) 210¹; Music (MUSE) 139, 140; Theatre (THEA) 122. Students may elect to take one 3-hour studio course offered by the Departments of Art and Art History, Music, Theatre and Dance, and Media Arts to fulfill this requirement.

¹ These courses are not generally offered at UNM-Valencia.

New Mexico Common Core

Note: Follow this General Education Core if you will be transferring to another four year institution in New Mexico

This list of courses, consisting of 35 credit hours, has been developed by the public colleges and universities of New Mexico as an aid to student transfer between public institutions. Students who contemplate transferring to New Mexico four year colleges other than the University of New Mexico (e.g., New Mexico State University, Eastern New Mexico University, Highlands University, or Western New Mexico University) are advised to select courses consistent with this list in order to assure that their work will apply to future degree requirements. Students should consult campus advisors for help in selecting specific courses.

According to state law, and as detailed in a regulation of the New Mexico Commission on Higher Education, each public university within New Mexico will (a) accept in transfer toward bachelor's degree programs all work completed satisfactorily by a student at another regionally accredited public institution within New Mexico and consistent with this common core and (b) will guarantee application of that work toward graduation requirements for a bachelor's degree. Each university may prescribe additional general education requirements unique to its institution or certain programs, but such requirements must apply equally to students originating their study at that institution.

The following are the five general areas of the NM Common Core. In each instance the corresponding UNM courses which are offered

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at UNM Valencia are listed. Corresponding UNM Core Curriculum and non-Core courses offered at UNM-Valencia are listed by each sub-area in bold italics.

Area I: Communications

Three courses (9 credit hours total) selected from the following:

a) One course (3-4 credit hours) in college-level English composition.

UNM Core Curriculum: ENGL 101.

b) One course (3 credit hours) in college-level writing (a second course building on the above).

UNM Core Curriculum: ENGL 102 or ENGL 219.

c) One course (3 credit hours) in oral communication.

UNM Core Curriculum: CJ 130; non-Core: CJ 221 or CJ 225.

Area II: Mathematics

One course (3 credit hours total) selected from any one of the following:

a) One course (3 credit hours) in college algebra.

UNM Core Curriculum: MATH 121 or MATH 150.

b) One course (3 credit hours) in calculus.

UNM Core Curriculum: MATH 162 or MATH 180.

c) One course (3 credit hours) selected from other college-level mathematics.

UNM Core Curriculum: MATH 129.

Area III: Laboratory Science

Two courses (8 credit hours total), both of which must include a lab, selected from any one or two of the following:

a) One or two courses (4-8 credit hours) in general biology.

UNM Core Curriculum: BIOL 110/112L or BIOL 123/124L.

b) One or two courses (4-8 credit hours) in general chemistry.

UNM Core Curriculum: CHEM 111L, CHEM 121L, or CHEM 122L.

c) One or two courses (4-8 credit hours) in general physics.

UNM Core Curriculum: PHYS 151/151L or PHYS 152L.

d) One or two courses (4-8 credit hours) in geology/earth science.

UNM Core Curriculum: EPS 101/105L or EPS 201L.

e) One or two courses (4-8 credit hours) in astronomy.

UNM Core Curriculum: ASTR 101/101L.

Area IV: Social/Behavioral Sciences

Two or three courses (6-9 credit hours) selected from any two or three of the following:

a) One course (3 credit hours) in economics (macroeconomics or microeconomics).

UNM Core Curriculum: ECON 105 or ECON 106.

b) One course (3 credit hours) in introductory political science.

UNM Core Curriculum: POLS 110 or POL SC 200.

c) One course (3 credit hours) in introductory psychology.

UNM Core Curriculum: PSY 105.

d) One course (3 credit hours) in introductory sociology.

UNM Core Curriculum: SOC 101.

e) One course (3 credit hours) in introductory anthropology.

UNM Core Curriculum: ANTH 101 and ANTH 130.

Area V: Humanities and Fine Arts

Two or three courses (6-9 credit hours) selected from any two or three of the following:

a) One course (3 credit hours) in introductory history survey.

UNM Core Curriculum: HIST 101, HIST 102, HIST 161, or HIST 162.

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b) One course (3 credit hours) in introductory philosophy.

UNM Core Curriculum: PHIL 101, PHIL 156, PHIL 201, PHIL 202, or PHIL 245.

c) One course (3 credit hours) in Introductory history, theory, or aesthetics of the arts or literature.

UNM Core Curriculum: ARTH 101, ARTH 201, ARTH 202, ENGL 150, ENGL 206, ENGL 211, ENGL 250, MUSE 139, MUSE 140, or THEA 122.

Note: Although Art Studio courses (ARTS) offered by the Department of Art and Art History, Music, Theatre and Dance, and the Media Arts program are part of the UNM Core Curriculum, they are not part of the Lower-Division General Education Common Core at New Mexico's Public Colleges and Universities and, consequently, DO NOT fulfill this requirement.

Associate Degree and Certificate Program Requirements

1. Complete the number of credit hours and the specific course requirements as outlined for the degree or certificate.
2. Earn a minimum of 15 credit hours for the degree and/or 9 credit hours for the certificate in residence at UNM-Valencia Campus.
3. Complete all required coursework for the degree or certificate with a minimum 2.0 cumulative grade point average (GPA). Please be aware that UNM and other four year institutions may require a higher GPA for admission to upper division course work. Students are encouraged to consult with an academic advisor for specific requirements in this respect.

4. No basic skills courses (e.g., ENGL 098/099/100, MATH 098/099/100, ACAM 100, AENG 099/100 and SCI 100) are accepted toward the number of credit hours required for graduation.

5. Must receive a grade of "C" or better on all General Education and Degree Core Requirement courses.



Transitional Studies

Transitional Studies Program

Program Description

The Transitional Studies Program consists of both credit and non-credit courses. The Adult Education Center offers short-term, non-credit bearing classes intended to prepare students for the GED examinations, college transition, and English for non-native speakers. Services through the Adult Education Center do not qualify for financial aid and are free of charge. The developmental studies courses, which are for college credit, are intended to provide the fundamental preparation for college level work. Transitional Studies is not a degree or certificate program nor do the developmental courses count towards a degree, although they do qualify for federal financial aid for up to 30 credits.

Educational Advancement Opportunities

Transitional Studies credit courses are offered in series beginning with ENGL 098, progressing through ENGL 099, followed by ENGL 100. Upon the successful completion of ENGL 100, the student will register into ENGL 101 for college credit. Mathematics courses follow a similar pattern beginning with MATH 098, then MATH 099, and finally MATH 100. Depending on the student's major, the student will register into MATH 120 or MATH 111 after successfully completing MATH 100. In addition, there are academics courses which are co-requisites to the English and mathematics courses.

Program Requirements

Students must successfully complete MATH 100 and ENGL 100 before registering into the college level mathematics and English courses. ENGL 101 is a suggested prerequisite for many college courses such as Anthropology, Art History, History, and Sociology.

This is due to the quality of writing and research skills expected to be successful in the courses. Students are placed into these series of courses according to their placement scores on the COMPASS or ACT. The Learning Center offers tutoring to students who want to improve their COMPASS scores.

Program Learning Goals

Transitional Studies provides students with research based instruction with an end to provide them with the preparation necessary to be successful in college-level work. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course. Upon successful completion of the required developmental studies courses our students will demonstrate that they have developed the ability to:

1. Successfully complete MATH 118 and MATH 119 or MATH 120 (Note: MATH 118/119 are the equivalent of MATH 120) or MATH 111 and ENGL 101.
2. Apply effective strategies for critical thinking, study skills, mathematical problem solving, college-level writing and reading including the use of Internet and library resources.
3. Students completing Adult Education Center courses (not graded and not for credit) will have increased confidence and skills in math, reading, writing and/or speaking English.

Contact and Advising Information

Information about the transitional studies program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or Ms. Kim Crowder, Transitional Studies Advisor at 925-8908 or kcrowde1@unm.edu, or the Transitional Studies Division Man-

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ager, Ms. Rosa Auletta at 925-8546 or rauletta@unm.edu. Specific information about the courses can be obtained from the Science & Mathematics Division Co-Chair for Mathematics Programs, Dr. Julie DePree at 925-8607 or jdepree@unm.edu and from the Developmental English Coordinator, Dr. Patricia Gillikin at 925-8616 or pgillikin@unm.edu. Information about the Adult Education Center

can be obtained by contacting the Adult Education Program Manager, Ms. Tina Newby at 925-8920 or tinan@unm.edu.

Initial Placement

Students must meet minimum placement scores on the COMPASS or ACT or for initial placement into developmental studies courses.

Course	Credit Hours	COMPASS/ACT Minimum Scores	Prerequisite (i.e., other than placement)
Adult Education Math	-	< 19/< 12	N/A
MATH 098	3	< 24/< 14	N/A
MATH 099	4	< 36/< 16	MATH 098
MATH 100 & ACAM 100	4 & 2	< 57/< 19	MATH 099
MATH 118 & MATH 119	4 & 4	< 101/< 22	MATH 100
MATH 120 or MATH 111	3 & 1	< 101/< 22	MATH 100
Adult Education English	-	< 15/< 11	N/A
ENGL 098	4	< 34/< 14	N/A
ENGL 099 & AENG 099	4 & 4	< 57/< 17	ENGL 098
ENGL 100 & AENG 100	4 & 2	< 75/< 19	ENGL 099
ENGL 101 (college level)	3	< 101/< 26	ENGL 100

Business Administration

Associate of Arts in Business Administration

Program Description

Today's business managers must be prepared to meet the challenges of a rapidly changing business environment. At UNM –Valencia Campus students are provided the opportunity to complete the first two years of a business administration curriculum in areas such as accounting, business computer systems, finance, human resources, marketing and others. The advantages of beginning studies at Valencia Campus include smaller class sizes and a team of instructors dedicated to teaching excellence.

Career and Educational Advancement Opportunities

The associate of arts in business administration degree is a transfer program. The curriculum has been carefully articulated with the UNM Anderson Schools of Management to ensure that all successfully completed courses transfer without loss of credit. Students should apply for acceptance to the Anderson Schools of Management one semester prior to transfer. Students must earn a grade of "C" or better in all pre-admission course work.

Program Requirements

Total credit hours required: 63 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The business administration program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in business administration. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evalu-

ated. Upon successful completion of the required courses for the associate applied science in computer-aided drafting, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Calculate rates, percentages, maximums, forecasts, and statistical probabilities; discuss the business cycle and how it can be controlled via public policy; collect, manipulate, and report data for decision making; get along with peers, supervisors, and subordinates.
3. Obtain an entry-level position in Operations, Management & Supervision, Marketing, Research and Administrative Assistant/Coordinator.
4. Complete the first two years of a BA in Business Administration.

Contact and Advising Information

Information about the associate of arts in business administration is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chaez @ (505) 925-88706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Business Administration

Associate of Arts in Business Administration Requirements

The following are the course requirements for completion of an Associate of Arts in Business Administration degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (9-10 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219 or ENGL 220	_____	_____	3
Math: (6 credits)			
MATH 121 or MATH 150	_____	_____	3
MATH 180 or MATH 162	_____	_____	_____
Physical and Natural Sciences: (7-8 Credits)			
_____	_____	_____	_____

Select two courses from the UNM Core Curriculum, one of which must include a lab.

Social and Behavioral Sciences: (15 credits)

ECON 105	_____	_____	3
ECON 106	_____	_____	3
PSY 105 or SOC 101	_____	_____	3
_____	_____	_____	_____

Select two additional courses from AMST, PSY, SOC, ANTH, LING, or POLS.

Humanities: (3 credits)

Select one course from the UNM Core Curriculum in Humanities. An additional upper division humanities course is required by ASM.

Fine Arts: (3 credits)

Select one course from the UNM Core Curriculum in Fine Arts.

Foreign Language: (3 credits)

Select one course from the UNM Core Curriculum in Foreign Language.

Business Administration Core Requirements: (17 Credits)

CS 150	_____	_____	3
MGMT 113	_____	_____	3
MGT 113 is not required for admission to ASM, but is required for AABA at UNM-Valencia.			
MGMT 101 & MGMT 101L	_____	_____	4
MGMT 102 & MGMT 102L	_____	_____	4
MGMT 101/101L and MGMT 102/102L combined is the equivalent of MGMT 202 at ASM.			
STAT 145	_____	_____	3

Total Required: (63 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Business Administration

Business Administration Certificate

Program Description

Please refer to the associate of arts in business administration degree description (previous) for this program's description.

Career and Educational Advancement Opportunities

As is the case with the associate of arts in business administration degree, the business administration certificate is a transfer program. The curriculum has been carefully articulated with the UNM Anderson Schools of Management to ensure that all successfully completed courses transfer without loss of credit. Students should apply for acceptance to the Anderson Schools of Management one semester prior to transfer. Students must earn a grade of "C" or better in all pre-admission course work.

Program Requirements

Total credit hours required: 33 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

Please refer to the associate of arts in business administration for information on learning goals for this program.

Contact and Advising Information

Information about the associate of arts in business administration is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Business Administration

Business Administration Certificate Requirements

The following are the course requirements for completion of the Business Administration Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
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Writing and Speaking: (6 Credits)

ENGL 101	_____	_____	3
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ENGL 102	_____	_____	3
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Math: (3 credits)

MATH 121 or MATH 150	_____	_____	3
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Physical and Natural Sciences: (4 Credits)

Select one course from the UNM Core Curriculum, which must include a lab.

Social and Behavioral Sciences: (6 credits)

ECON 105	_____	_____	3
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PSY 105 or SOC 101	_____	_____	3
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Business Administration Core Requirements: (14 Credits)

CS 150	_____	_____	3
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MGMT 113	_____	_____	3
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MGT 113 is not required for admission to ASM, but is required for AABA at UNM-Valencia.

MGMT 101 & MGMT 101L	_____	_____	4
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MGMT 102 & MGMT 102L	_____	_____	4
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MGMT 101/101L and MGMT 102/102L combined is the equivalent of MGMT 202 at ASM.

Total Required: (33 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Criminology

Associate of Arts in Criminology

Program Description

The sociology department at UNM offers a specialized program in criminology, designed to give students a comprehensive introduction to the field. Courses focus on the characteristics and causes of crime and deviance and on the origins, nature and consequences of societal reactions to crime and deviance, giving particular attention to the criminal justice system. Basic instruction is also given in sociological theory and research methods.

Career and Educational Advancement Opportunities

The associate of arts in criminology is a transfer program designed to prepare students for completing a BA in criminology. Employment opportunities include careers in corrections, law enforcement, public safety, health service, social work, counseling, sociology, and public administration. Students must earn a grade of “C” or better in all pre-admission course work.

Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The criminology program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in criminology. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate arts in criminology, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate: a) comprehension of subjects taken and, in particular, criminology; and b) practical application of information (e.g., interpreting effects of crime; compare and contrast past and contemporary theories on law & order; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).
3. Complete the first two years of a BA in criminology.

Contact and Advising Information

Information about the associate of arts in liberal arts degree program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Dr. Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Criminology

Associate of Arts in Criminology Requirements

The following are the course requirements for completion of an Associate of Arts in Criminology degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (9 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
_____	_____	_____	3

Select an additional course from ENGL 219, ENGL 220, CJ 130, or PHIL 156. Please note that the College of Arts & Sciences at UNM Main requires no more than 6 credits from one subject under the Writing and Speaking area.

Math: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Mathematics. STAT 145 is highly recommended.

Physical and Natural Sciences: (7-8 Credits)

_____	_____	_____	3-4
_____	_____	_____	3-4

Select two courses from the UNM Core Curriculum, one of which must include a lab.

Social and Behavioral Sciences: (9 credits)

_____	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Social and Behavioral Sciences (except SOC 101), and an additional course from AMST, ANTH, ECON, POLS, PSY, or SOC

Humanities: (9 credits)

_____	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities and an additional course from Literature, HIST, PHIL, or RELIG.

Fine Arts: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select one course from the UNM Core Curriculum in Fine Arts and another from ARTH, ARTS, MUS, THEA, or DANC.

Foreign Language: (3 credits)

Select one course from the UNM Core Curriculum in Foreign Language.

Criminology Core Requirements: (15 Credits)

SOC 101	_____	_____	3
SOC 205	_____	_____	3
SOC 211 or SOC 213	_____	_____	3
SOC 280	_____	_____	3
SOC 216	_____	_____	3

Total Required: (61 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Early Childhood Multicultural Education

AA in Early Childhood Multicultural Education

Program Description

The associate of arts degree in early childhood multicultural education provides students with the knowledge and skills they need to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants. This degree, plus experience, meets the qualification requirement for director of a child care center as specified in the New Mexico child care facilities licensing regulations.

Career and Educational Advancement Opportunities

The associate of arts degree in early childhood multicultural education addresses the seven general early childhood education competency areas required as partial fulfillment of the New Mexico Department of Education licensure in early childhood education (birth to third grade). In addition, all course work for the associate of arts degree in early childhood multicultural education can be applied toward the baccalaureate degree in early childhood multicultural education offered by the University of New Mexico-Albuquerque Campus. The BA degree in ECME leads to licensure by the State for public school teachers working with children from birth through the age eight who are developing both typically and atypically. Students must earn a grade of “C” or better in all preadmission work.

Program Requirements

Total credit hours required: 67 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses

Program Learning Goals

The early childhood education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor’s

degree in early childhood education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the associate arts in early childhood multicultural education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Develop the knowledge and skills to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure and a BS in Early Childhood Multicultural Education.

Contact and Advising Information

Information about the associate of arts in early childhood multicultural degree program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 120;

Credit Hours: 4 & 2; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

Early Childhood Multicultural Education

Associate of Arts in Early Childhood Multicultural Education Degree Requirements

The following are the course requirements for completion of an Associate of Arts in Early Childhood Multicultural Education degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (9 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
_____	_____	_____	3

Select an additional course from ENGL 219, ENGL 220, CJ 130, or PHIL 156. Students pursuing a BA in ECME degree at UNM must take an additional course selected from the UNM Core Curriculum in Writing and Speaking.

Math: (3 credits)

MATH 120	_____	_____	3
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A mathematics course higher than MATH 120 may be substituted. Students pursuing a BA in ECME degree at UNM must take an additional mathematics course to be selected from MATH 111, MATH 112, MATH 129, MATH 215, or STAT 145.

Physical and Natural Sciences: (8 Credits)

_____	_____	_____	4
_____	_____	_____	4

Select two courses from the UNM Core Curriculum, both of which must include a lab. Students pursuing a BA in ECME degree at UNM must take an additional Physical and Natural Sciences course to be selected from NTSC 261L, NTSC 262L, or NTSC 263L.

Social and Behavioral Sciences: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Social and Behavioral Sciences. Students pursuing a BA in ECME degree at UNM must take an additional course selected from the UNM Core Curriculum in Social and Behavioral Sciences.

Humanities: (6 credits)

HIST 101 or HIST 102	_____	_____	3
HIST 161 or 162	_____	_____	3

Students who intend to continue their studies at UNM must also take HIST 260 and an additional course selected from the UNM Core Curriculum in Humanities.

Fine Arts: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from ARTH 101, ARTH 201, ARTH 202, DANC 105, MA 210, and THEA 122.

Foreign Language: (3 credits)

_____	_____	_____	_____
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Select one course from the UNM Core Curriculum in Foreign Language.

ECME Core Requirements: (29 Credits)

ECME 101	_____	_____	3
ECME 103	_____	_____	2
ECME 111	_____	_____	3
ECME 115	_____	_____	3
ECME 117 & ECME 117L	_____	_____	5
ECME 202	_____	_____	3
ECME 217 & ECME 217L	_____	_____	5
ECME 220	_____	_____	3
ECME 230	_____	_____	2

Total Required: (67 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Early Childhood Multicultural Education

Early Childhood Multicultural Education Certificate

Program Description

The early childhood multicultural education certificate provides students with the knowledge and skills they need to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants. This degree, plus experience, meets the qualification requirement for director of a child care center as specified in the New Mexico child care facilities licensing regulations.

Career and Educational Advancement Opportunities

The early childhood multicultural education certificate provides students with the knowledge and skills required to work with children, birth through age eight and their families in a variety of settings including child care centers, Head Start programs, family child care settings, pre-schools, and in public schools as early childhood teaching assistants. All course work for this certificate can be applied toward the associate of arts degree in early childhood multicultural education degree. Students must earn a grade of “C” or better in all preadmission work.

Program Requirements

Total credit hours required: 38 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

Please refer to the associate of arts in early childhood multicultural education for information on learning goals for this program.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 120;

Credit Hours: 4 & 2; **COMPASS/ACT Min. Scores:** 61 (pre-algebra)/19

Early Childhood Multicultural Education

Early Childhood Multicultural Education Certificate Requirements

The following are the course requirements for completion of the Early Childhood Multicultural Education Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits	ECME Core Requirements: (26 Credits)			
Writing and Speaking: (6 Credits)				ECME 101	_____	_____	3
ENGL 101	_____	_____	3	ECME 103	_____	_____	2
ENGL 102	_____	_____	3	ECME 111	_____	_____	3
Math: (3 credits)				ECME 115	_____	_____	3
MATH 120	_____	_____	3	ECME 117 & ECME 117L	_____	_____	5
<i>In place of MATH 120 an advanced level mathematics courses (e.g., MATH 121, 150, 180, 162) may be selected for students who place into a higher math course.</i>				ECME 202	_____	_____	3
Social and Behavioral Sciences: (3 credits)				ECME 217 & ECME 217L	_____	_____	5
_____	_____	_____	3	ECME 220	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Social and Behavioral Sciences or Fine Arts.</i>				ECME 230	_____	_____	2

Total Required: (38 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Elementary Education

Associate of Arts in Elementary Education

Program Description

The associate of arts in education, elementary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective K-8 teachers.

Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor's of arts or science in education with teacher licensure for elementary or secondary school teaching. Students may also apply this degree to qualify under the No Child Left behind Act to work as educational assistants in the public schools. Students must earn a grade of "C" or better in all preadmission course work.

Program Requirements

Total credit hours required: 64 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The elementary education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in elementary education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate arts in elementary

education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate comprehension of subjects taken and practical application of information.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure in their chosen concentration and a BA or BS degree in Education.

Contact and Advising Information

Information about the associate of arts in elementary education program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 120;

Credit Hours: 3 & 1; **COMPASS/ACT Min. Scores:** 61 (pre-algebra)/19

Elementary Education

Associate of Arts in Elementary Education Degree Requirements

The following are the course requirements for completion of an Associate of Arts in Elementary Education degree. Students should see an advisor to customize their educational plans.

Area Semester Grade Credits

Writing and Speaking: (12 Credits)

ENGL 101 _____ 3

ENGL 102 _____ 3

CJ 130 or CJ 220 _____ 3

LING 101 or ENGL 240 _____ 3

Math: (9 credits)

MATH 111 _____ 3

MATH 112 _____ 3

MATH 215 _____ 3

Physical and Natural Sciences: (12 Credits)

_____ 3-4

_____ 3-4

_____ 3-4

_____ 3-4

Select four courses from ASTR 101/101L, BIOL 110/112L, BIOL 201L, BIOL 202L, BIOL 123/124L, CHEM 111L, CHEM 121/123L, CHEM 122/124L, EPS 101/105L, EPS 201L, EPS 250, NTSC 261L, NTSC 262L, NTSC 263L (NTSC courses recommended), PHYC 151/151L, or PHYC 152/152L. Must include at least one lab.

Social and Behavioral Sciences: (6 credits)

_____ 3

_____ 3

Select two courses from ANTH 101, ANTH 130, ECON 105, ECON 106, POLS 110, POLS 200, POLS 260, PYS 105, or SOC 101.

Humanities: (12 credits)

HIST 101 or HIST 102 _____ 3

HIST 161 or HIST 162 _____ 3

HIST 260 _____ 3

_____ 3

Select one HIST elective.

Fine Arts: (6 credits)

_____ 3

_____ 3

Foreign Language: (3 credits)

SPAN 101 or SIGN 201 _____ 3

Elementary Education Core Requirements: (4 Credits)

EDUC 124 or MATH 193 _____ 1

EDUC 183 or ETSS 290 _____ 3

These courses are not required for acceptance to the College of Education at UNM or for licensure.

Total Required: (64 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Elementary Education

Elementary Education Certificate

Program Description

The elementary education certificate program is designed to meet New Mexico state teacher licensing requirements for the first year of study for prospective K-8 teachers.

Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students must earn a grade of “C” or better in all preadmission course work.

Program Requirements

Total credit hours required: 32 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

Please refer to the associate of arts in elementary education for information on learning goals for this program.

Contact and Advising Information

Information about the elementary education certificate program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social

Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 120;

Credit Hours: 3 & 1; **COMPASS/ACT Min. Scores:** 61 (pre-algebra)/19

Elementary Education

Elementary Education Certificate Requirements

The following are the course requirements for completion of Elementary Education Certificate. Students should see an advisor to customize their educational plans.

Area Semester Grade Credits

Writing and Speaking: (6 Credits)

ENGL 101 _____ 3

CJ 130 or CJ 220 _____ 3

Math: (3 credits)

MATH 111 _____ 3

Physical and Natural Sciences: (4 Credits)

_____ 4

Select four courses from ASTR 101/101L, BIOL 110/112L, BIOL 201L, BIOL 202L, BIOL 123/124L, CHEM 111L, CHEM 121/123L, CHEM 122/124L, EPS 101/105L, EPS 201L, EPS 250, NTSC 261L, NTSC 262L, NTSC 263L (NTSC courses recommended), PHYC 151/151L, or PHYC 152/152L. Must include at least one lab.

Social and Behavioral Sciences: (3 credits)

_____ 3
 Select two courses from ANTH 101, ANTH 130, ECON 105, ECON 106, POLS 110, POLS 200, POLS 260, PYS 105, or SOC 101.

Humanities: (3 credits)

HIST 101 or HIST 102 _____ 3

or HIST 260

Fine Arts: (6 credits)

ARTH 101 or MUS 139 _____ 3

Foreign Language: (3 credits)

_____ 3

Select one course from the UNM Core Curriculum in Foreign Language.

General Elective: (3 credits)

_____ 3-4

Select one course from the UNM Core Curriculum in Social & Behavioral Sciences, Physical & Natural Sciences, or Fine Arts as prescribed above in each of the corresponding areas.

Elementary Education Core Requirements: (3 Credits)

EDUC 183 or ETSS 290 _____ 3

These courses are not required for acceptance to the College of Education at UNM or for licensure.

Total Required: (32 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Secondary Education

Associate of Arts in Secondary Education

Program Description

The associate of arts in education, secondary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective 7-12 grade teachers.

Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students may also apply this degree to qualify under the No Child Left behind Act to work as educational assistants in the public schools. Students must earn a grade of “C” or better in all preadmission course work.

Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The secondary education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in secondary education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon suc-

cessful completion of the required courses for the associate arts in secondary education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate comprehension of subjects taken and practical application of information.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure in their chosen concentration and a BA or BS degree in Education.

Contact and Advising Information

Information about the associate of arts in secondary education program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Secondary Education

Associate of Arts in Secondary Education Degree Requirements

The following are the course requirements for completion of an Associate of Arts in Secondary Education degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (12 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
CJ 130 or CJ 220	_____	_____	3
LING 101 or ENGL 240	_____	_____	3
Math: (6 credits)			
MATH 120	_____	_____	3
STAT 145	_____	_____	3
Physical and Natural Sciences: (12 Credits)			
_____	_____	_____	3-4
_____	_____	_____	3-4
_____	_____	_____	3-4
_____	_____	_____	3-4

Select four courses from ASTR 101/101L, BIOL 110/112L, BIOL 201L, BIOL 202L, BIOL 123/124L, CHEM 111L, CHEM 121/123L, CHEM 122/124L, EPS 101/105L, EPS 201L, EPS 250, NTSC 261L, NTSC 262L, NTSC 263L (NTSC courses recommended), PHYC 151/151L, or PHYC 152/152L. Must include at least one lab.

Social and Behavioral Sciences: (6 credits)			
_____	_____	_____	3
_____	_____	_____	3

Select two courses from ANTH 101, ANTH 130, ECON 105, ECON 106, POLS 110, POLS 200, POLS 260, PYS 105, or SOC 101.

Humanities: (12 credits)			
HIST 101 or HIST 102	_____	_____	3
HIST 161	_____	_____	3
HIST 162	_____	_____	3
HIST 260	_____	_____	3

Fine Arts: (6 credits)			
ARTH 101	_____	_____	3
MUS 139	_____	_____	3

Foreign Language: (3 credits)			
SPAN 101 or SIGN 201	_____	_____	3

Secondary Education Core Requirements: (4 Credits)			
EDUC 124 or MATH 193	_____	_____	1
EDUC 183 or ETSS 290	_____	_____	3

These courses are not required for acceptance to the College of Education at UNM or for licensure.

Total Required: (61 credits)
Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Secondary Education

Secondary Education Certificate

Program Description

The secondary education certificate program is designed to meet New Mexico state teacher licensing requirements for the first year of study for prospective 7-12 grade teachers.

Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students must earn a grade of “C” or better in all preadmission course work.

Program Requirements

Total credit hours required: 32 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

Please refer to the associate of arts in secondary education for information on learning goals for this program.

Contact and Advising Information

Information about the secondary education certificate program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 111;

Credit Hours: 3 & 1; **COMPASS/ACT Min. Scores:** 55/22

Secondary Education

Secondary Education Certificate Requirements

The following are the course requirements for completion of Secondary Education Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
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Writing and Speaking: (6 Credits)

ENGL 101	_____	_____	3
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ENGL 102	_____	_____	3
----------	-------	-------	---

Math: (3 credits)

MATH 120	_____	_____	3
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In place of MATH 120 an advanced-level mathematics courses (e.g., MATH 121, MATH 150, MATH 180, MATH 162) may be substituted for students who place into a higher math course.

Physical and Natural Sciences: (4 Credits)

_____	_____	_____	4
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Select four courses from ASTR 101/101L, BIOL 110/112L, BIOL 201L, BIOL 202L, BIOL 123/124L, CHEM 111L, CHEM 121/123L, CHEM 122/124L, EPS 101/105L, EPS 201L, EPS 250, NTSC 261L, NTSC 262L, NTSC 263L (NTSC courses recommended), PHYC 151/151L, or PHYC 152/152L. Must include at least one lab.

Social and Behavioral Sciences: (3 credits)

_____	_____	_____	3
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Select one course from ANTH 101, ANTH 130, ECON 105, ECON 106, POLS 110, POLS 200, POLS 260, PYS 105, or SOC 101.

Humanities: (3 credits)

HIST 161 or HIST 162	_____	_____	3
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or HIST 260

Fine Arts: (3 credits)

ARTH 101 or MUS 139	_____	_____	3
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Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Foreign Language.

General elective: (3 credits)

_____	_____	_____	3-4
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Select one course from the UNM Core Curriculum in Social & Behavioral Sciences, Physical & Natural Sciences, or Fine Arts as prescribed above in each of the corresponding areas.

Secondary Education Core Requirements: (4 Credits)

EDUC 183 or ETTS 290	_____	_____	3
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These courses are not required for acceptance to the College of Education at UNM or for licensure.

Total Required: (32 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Liberal Arts

Associate of Arts in Liberal Arts

Program Description

The associate of arts in liberal arts degree is designed to satisfy diverse educational interests. It provides the general curricula of the first two years of baccalaureate study for transfer to four-year institutions or may serve as an end in itself.

Career and Educational Advancement Opportunities

Upon completion of the degree, a student should have taken a number of introductory courses that satisfy the general education requirements of most four-year institutions in preparation for completion of a variety of baccalaureate programs.

Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses. A minimum of 20 credit hours must be completed at the 200+ level.

Program Learning Goals

The liberal arts program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in a variety of disciplines. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate arts in liberal arts, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate: a) comprehen-

sion of subjects taken and, in particular, the chosen field of study; and b) practical application of information (e.g., interpreting effect of supply & demand in the market place; compare and contrast names, dates & important events in history as they affect current events; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).

3. Awareness of the human condition from an institutional perspective: religion, politics, government, environment, education.
4. Complete the first two years of a BA in a humanities, communication or social behavioral/science field.
5. Opportunities for success in whichever academic life goals the student chooses.

Contact and Advising Information

Information about the associate of arts in liberal arts degree program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Jon Conescu @ (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Liberal Arts

Associate of Arts in Liberal Arts Degree Requirements

The following are the course requirements for completion of an Associate of Arts in Liberal Arts degree. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**

Writing and Speaking: (9 Credits)

ENGL 101 _____ _____ 3

ENGL 102 _____ _____ 3

_____ _____ _____ 3

Select an additional course from ENGL 219, ENGL 220, CJ 130, or PHIL 156. Please note that the College of Arts & Sciences at UNM Main requires no more than 6 credits from one subject under the Writing and Speaking area.

Math: (6 credits)

_____ _____ _____ 3

_____ _____ _____ 3

Select two courses from the UNM Core Curriculum in Mathematics.

Physical and Natural Sciences: (7-8 Credits)

_____ _____ _____ 3-4

_____ _____ _____ 3-4

Select two courses from the UNM Core Curriculum, one of which must include a lab.

Social and Behavioral Sciences: (9 credits)

_____ _____ _____ 3

_____ _____ _____ 3

_____ _____ _____ 3

Select two courses from the UNM Core Curriculum in Social and Behavioral Sciences, and an additional course from the Arts & Sciences Social & Behavioral Sciences Group Requirements.

Humanities: (9 credits)

_____ _____ _____ 3

_____ _____ _____ 3

_____ _____ _____ 3

Select two courses from the UNM Core Curriculum in Humanities, and an additional course from the Arts & Sciences Humanities Group Requirements.

Fine Arts: (6 credits)

_____ _____ _____ 3

_____ _____ _____ 3

Select two courses from the UNM Core Curriculum in Fine Arts.

Foreign Language: (3 credits)

_____ _____ _____ 3

Select one course from UNM Core Curriculum in Foreign Language.

General Electives: (12 Credits)

_____ _____ _____ 3

_____ _____ _____ 3

_____ _____ _____ 3

_____ _____ _____ 3

Select a minimum of 12 credits of electives from any academic field.

Minimum of 20 credit hours at 200+ level: Yes [] No []

Total Required: (61 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Studio Art

Associate of Arts in Studio Art

Program Description

The fine arts program at UNM Valencia provides students with the first two years of study toward a Bachelor's Degree in Fine Arts (BFA) at UNM Albuquerque Campus. Courses and course sequences are designed to encourage students to discover art principles and develop their creativity in such subjects as drawing, painting, ceramics, sculpture, photography, and electronic media. Students also study art to broaden their cultural background and enhance their general education. The first level of courses is designed for beginning students with little or no experience in fine arts.

Note: As of the publication date of the 2010-2012 UNM-Valencia Catalog (May 2010), the Associate of Arts in Studio Arts degree program had not been approved by UNM due to a clerical error. It is expected that this program will be approved by May 2011 at the latest. Please check with the coordinator of this program or an advisor (see "Contact and Advising Information" below) to ascertain the status of this program.

Career and Educational Advancement Opportunities

The associate of arts in studio arts degree program provides students with the courses necessary for completion of the first two years of study toward a bachelor's in fine arts at UNM-Albuquerque Campus and most other four-year institutions.

Program Requirements

Total credit hours required: 64 (see checklist for specific requirements). It is recommended that students interested in pursuing a bachelor of fine arts should follow the associate of arts in liberal arts degree requirements (see pages 86-87).

Program Learning Goals

The studio art program provides students with quality instruction in preparation for continuation of studies in a baccalaureate program in fine arts. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for the studio art certificate, our students will demonstrate that they have developed the ability to:

1. Appreciate art and culture.
2. Explore various concepts of the creative process.
3. Produce visual art using skills, techniques and terminology in several mediums.
4. Apply creative problem solving skills to other classes and daily lives.

Contact and Advising Information

Information about the associate of arts in studio art is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Fine Arts Coordinator, Michael Ceschiat @ (505) 925-8702 or ceschiat@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Studio Art

Associate of Arts in Studio Arts Degree Requirements

The following are the course requirements for completion of an Associate of Arts in Studio Art. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (9 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
_____	_____	_____	3
<i>Select an additional course from UNM Core Curriculum in Writing and Speaking.</i>			
Math: (3 credits)			
_____	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Mathematics.</i>			
Physical and Natural Sciences: (7-8 Credits)			
_____	_____	_____	3-4
_____	_____	_____	3-4
<i>Select two courses from the UNM Core Curriculum in Physical and Natural Sciences, one of which must include a lab.</i>			
Social and Behavioral Sciences: (9 credits)			
SOC 101	_____	_____	3
PSY 105	_____	_____	3
Humanities: (6 credits)			
_____	_____	_____	3
_____	_____	_____	3
<i>Select two humanities courses, one from HIST 101, HIST 102, HIST 161, or HIST 162, and the second from PHIL 101, PHIL 156, or PHIL 245.</i>			

Foreign Language: (3 credits)			
_____	_____	_____	3
<i>Select one course from UNM Core Curriculum in Foreign Language.</i>			
Studio Arts Core Requirements: (30 Credits)			
ARTH 101	_____	_____	3
ARTH 201	_____	_____	3
ARTH 202	_____	_____	3
ARTS 106	_____	_____	3
ARTS 121	_____	_____	3
ARTS 122	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3
<i>Select four art studio courses based on one of two concentrations:</i>			
Traditional Studio: ARTS 168, ARTS 205, ARTS 207, ARTS 213, ARTS 268, ARTS 274, FA 229.			
Electronic Studio: ARTS 130, ARTS 187, ARTS 231 and ARTS 289.			
Total Required: (64 credits)			
<i>Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.</i>			

Studio Art

Studio Art Certificate

Program Description

The fine arts program at UNM – Valencia provides students with opportunities to discover art principles and develop their creativity in such subjects as drawing, painting, ceramics, sculpture, and photography. Students also study art to broaden their cultural background and enhance their general education. The studio art certificate program is designed to provide a variety of experiences, and courses are planned to meet the needs of all levels of students. The first level of courses is designed for beginning students with little or no experience in fine arts.

Career and Educational Advancement Opportunities

The studio arts certificate program provides students with most courses of the first two years of study toward a bachelor's in fine arts at UNM-Albuquerque Campus and most other four-year institutions.

Program Requirements

Total credit hours required: 36 (see checklist for specific requirements). It is recommended that students interested in pursuing a bachelor of fine arts should follow the associate of arts in liberal arts degree requirements (see pages 86-87).

Program Learning Goals

The studio art program provides students with quality instruction in preparation for continuation of studies in a baccalaureate program in fine arts. All course syllabi include course learning objectives indicating the skills and behaviors the student should

know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for the studio art certificate, our students will demonstrate that they have developed the ability to:

1. Appreciate art and culture.
2. Explore various concepts of the creative process.
3. Produce visual art using skills, techniques and terminology in several mediums.
4. Apply creative problem solving skills to other classes and daily lives.

Contact and Advising Information

Information about the associate of applied science in digital media arts is available from Advisement Center at (505) 925-8560 or vcad-vise@unm.edu, or the Fine Arts Coordinator, Michael Ceschiat @ (505) 925-8702 or ceschiat@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Studio Art

Studio Art Certificate Requirements

The following are the course requirements for completion of the Studio Art Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (3 Credits)			
ENGL 101	_____	_____	3
Humanities: (3 credits)			
HIST 101 or HIST 102	_____	_____	3
Studio Arts Core Requirements: (30 Credits)			
ARTH 101	_____	_____	3
_____	_____	_____	3
<i>Select one additional ARTH elective course from any of the art history courses offered on campus.</i>			
ARTS 106	_____	_____	3
ARTS 121	_____	_____	3

ARTS 122	_____	_____	3
ARTS 207	_____	_____	3
ARTS 213	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3
_____	_____	_____	3

Select three additional ARTS elective courses for a minimum of nine credit hours from any art studio courses offered on campus.

Total Required: (36 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Nursing

Associate Degree in Nursing

Program Description

The UNM-VC associate degree in nursing program will develop professional nurses with the ability to promote, restore, and maintain health for individuals, families and groups within our rural community. The UNM – Valencia nursing curriculum includes four semesters of nursing courses designed to prepare a beginning level nurse. The courses increase in complexity and address the following areas in the organizing framework: culture and spirituality, critical thinking and nursing process, communication, and professionalism.

Career and Educational Advancement Opportunities

The associate degree in nursing program at the University of New Mexico-Valencia offers a career mobility format which prepares students for beginning nursing practice in a variety of health care settings. After completion of the Associate Degree in Nursing, the student may continue to a Baccalaureate Degree in Nursing (BSN) Program offered on line at various four year Colleges and Universities.

Program Requirement

Total credit hours required: 80 (24 in prerequisites plus 56 program – see checklist for specific requirements).

Program Learning Goals

The associate degree in nursing program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to complete the program and be eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN) in the State of

New Mexico.. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of science degree in nursing, our students will demonstrate that they have developed the ability to:

1. Demonstrate the knowledge and clinical ability to become licensed, registered nurses.
2. Gain employment as a Registered Nurse in the state of New Mexico.
3. Contribute to the profession of nursing through practice and participation in professional organizations.

Contact and Advising Information

Information about the associate of nursing degree is available from Advisement & Counseling at (505) 925-8560 or vcadvise@unm.edu, or the Program Director, John Austin @ (505) 925-8872 or joaustin@unm.edu.

Course Prerequisites

Students must complete certain 25 credit hours of prerequisites to be considered for admission to the ADN program.

Course	Credit Hours
BIOL 123/124L	4
BIOL 237/247L	4
CHEM 111L	4
ENGL 101	3
HCHS 111	3
NUTR 244	3
PSY 105	3

Nursing

Associate Degree in Nursing Degree Requirements

The following are the course requirements for completion of an Associate Degree in Nursing. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (3 Credits)			
ENGL 102	_____	_____	3
Physical and Natural Sciences: (4 Credits)			
BIOL 238/248L	_____	_____	4
Social and Behavioral Sciences: (3 credits)			
PSY 220	_____	_____	3
Nursing Core Requirements: (46 Credits)			
NURS 110	_____	_____	1
HCHS 125	_____	_____	3
NURS 115	_____	_____	8
NURS 130	_____	_____	5
NURS 131	_____	_____	4

NURS 230	_____	_____	4
NURS 232	_____	_____	4
NURS 234	_____	_____	5
NURS 243	_____	_____	9
NURS 242	_____	_____	2
NURS 245	_____	_____	1

Total Required: (80 credits – 24 prerequisites plus 56 program credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Emergency Medicine

Associate of Science in Emergency Medicine

Program Description

The associate of science in emergency medical services degree provides the first two years of study for a student who plans to pursue a bachelor's degree in emergency medical services at UNM-Albuquerque Campus.

Career and Educational Advancement Opportunities

Intended to prepare graduates to meet the professional educational needs of pre-hospital care providers, the associate of science in emergency medical services meets 1998 EMT National Standard Curriculum requirements and incorporates New Mexico requirements and EMT scope of practice. Upon successful completion of degree requirements and a minimum GPA of 2.33, graduates will be qualified for New Mexico and National Registry testing and are eligible for admission to the UNM School of Medicine Emergency Medical Services Academy Bachelor of Science in Emergency Medical Service program to begin at the 300 level.

Program Requirement

Total credit hours required: 73 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The emergency medical services program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in emergency medical services paramedic program. Course syllabi describe the learning objectives that contribute

to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the emergency medical services program, our students will demonstrate that they have developed the ability to:

1. Recognize medical and traumatic emergencies and to intervene and stabilize patients while in transport to an advanced care facility.
2. Pre-hospital field techniques, including airway management and patient assessment and administration of intravenous fluids.
3. Have a working knowledge of pharmacology, the history of emergency medical services, the development of EMS systems and current trends and issues in EMS.

Contact and Advising Information

Information about the associate of science in emergency medical services degree is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or Community Education Services, Rita Logan, Program Manager @ (505) 925—8970; or rlogan@unm.edu or Becky Culp, Coordinator @ (505) 925-8973; or bculp@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Emergency Medicine

Associate of Science in Emergency Medicine Degree Requirements

The following are the course requirements for completion of an Associate of Science in Emergency Medicine degree. Students should see an advisor to customize their educational plans.

Area Semester Grade Credits

Writing and Speaking: (12 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219	_____	_____	3
CJ 130	_____	_____	3

Math: (6 credits)

MATH 121	_____	_____	3
STAT 145	_____	_____	3

Physical and Natural Sciences: (16 Credits)

BIOL 123/124L	_____	_____	4
BIOL 237/247L	_____	_____	4
BIOL 238/248L	_____	_____	4
CHEM 111L	_____	_____	4

Social and Behavioral Sciences: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Social and Behavioral.

Humanities: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities.

Fine Arts: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Fine Arts.

Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Foreign Language.

Emergency Medicine Core Requirements: (21 Credits)

EMS 113	_____	_____	8
EMS 120 or EMS 110	_____	_____	3
EMS 142	_____	_____	2
EMS 143	_____	_____	1
EMS 151	_____	_____	2
EMS 180	_____	_____	5

Total Required: (73 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

General Science

Associate of Science in General Science

Program Description

The associate of science in general science degree provides the first two years of study for a student who plans to transfer to a four-year institution to pursue a bachelor's degree in science.

Career and Educational Advancement Opportunities

The associate of science in general science degree program includes many requirements for a bachelor's degree in the fields of biology, chemistry, mathematics, or physics in the UNM College of Arts and Sciences or health occupations such as dental hygiene, medical laboratory sciences, nursing, occupational therapy, pharmacy, physician's assistant programs, and radiography at the UNM-Albuquerque Campus. Students interested in applying to medical school, the physical therapy, or master's in occupational therapy program must first complete a baccalaureate degree. Students planning to transfer to a four-year institution for a baccalaureate degree **MUST** see an advisor to determine which courses are most appropriate for their major. Completion of this degree does **NOT** guarantee acceptance into a baccalaureate degree program. Students must earn a grade of "C" or better in all pre-admission course work.

Program Requirements

Total credit hours required: 60 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The general science program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in a variety of fields related to science, engineering, or the medical professions. Course syllabi describe the learning objectives for each

course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of science in general science, our students will demonstrate that they have developed the ability to:

1. Describe and apply a broad-based knowledge of information and concepts in two of the following areas: biology, chemistry, and physics.
2. Apply the scientific method of inquiry, critically evaluate experimental design, and create and interpret numerical and graphical data.
3. Use basic laboratory skills to investigate scientific questions - this includes understanding the use and application of common laboratory instruments and procedures.
4. Integrate and communicate scientific information to scientists and the general public.

Contact and Advising Information

Information about the associate of science in general science degree is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Co-Chair of the Science & Mathematics Division for Science, Dr. Miriam Chávez @ (505) 925-8613 or mjchavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

General Science

Associate of Science in General Science Degree Requirements

The following are the course requirements for completion of an Associate of Science in General Science degree. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**
Writing and Speaking: (9 Credits)

ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
_____	_____	_____	3

Select an additional course from ENGL 219, ENGL 220, CJ 130, or PHIL 156. Please note that the College of Arts & Sciences at UNM Main requires no more than 6 credits from one subject under the Writing and Speaking area.

Math: (6-10 credits)

Mathematics Sequence 1:

MATH 121	_____	_____	3
MATH 180	_____	_____	3
MATH 181	_____	_____	3

Select Mathematics Sequence 1 for a BS in Biology.

Mathematics Sequence 2:

MATH 123	_____	_____	3
MATH 150	_____	_____	3
MATH 162L	_____	_____	4

Select Mathematics Sequence 2 for a BS in Engineering or Physics.

Mathematics Sequence 3:

MATH 120	_____	_____	3
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STAT 145	_____	_____	3
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Select Mathematics Sequence 3 for a BSN in Nursing.

Social and Behavioral Sciences: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Social and Behavioral Sciences.

Humanities: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities.

Fine Arts: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Fine Arts.

Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from UNM Core Curriculum in Foreign Language.

General Science Core Requirements: (12-16 Credits)

Biology Sequence 1:

BIOL 201L	_____	_____	4
BIOL 202L	_____	_____	4

Select Biology Sequence 1 for a BSN in Biology or Medical Technology or a PharmD in Pharmacy.

General Science

Associate of Science in General Science Degree Requirements (Continued)

The following are the course requirements for completion of an Associate of Science in General Science degree. Students should see an advisor to customize their educational plans.

Biology Sequence 2:

BIOL 123/124L _____ 4

Select Biology Sequence 2 for health sciences programs.

Chemistry Sequence 1:

CHEM 121/123L _____ 4

CHEM 122/124L _____ 4
 Select Chemistry Sequence 1 for a BS in Biology, Chemistry, Engineering, or Medical Technology or a PharmD in Pharmacy.

Chemistry Sequence 2:

CHEM 111L or _____ 4

CHEM 121/123L _____ 4

and CHEM 212 _____ 3

Select Chemistry Sequence 2 for a BSN in Nursing or a BS in Dental Hygiene.

Physics Sequence 1:

PHYC 151/151L _____ 4

PHYC 152/152L _____ 4

Select Physics Sequence 1 for a BS in Biology or a PharmD in Pharmacy.

Physics Sequence 2:

PHYC 160/160L _____ 4

PHYC 161/161L _____ 4

Select Physics Sequence 2 for a BS in Engineering.

Electives: (11-19 credits)

_____ 3-4

_____ 3-4

_____ 3-4

_____ 3-4

_____ 3-4

_____ 3-4

_____ 3-4

Select up to 19 credits from among the following disciplines: ASTR, BIOL, CHEM, EPS, ENGL 219, ENGL 220, NUTR 244, PSY 105 or PHYC.

Total Required: (60 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.



Health Education

Associate of Science in Health Education

Program Description

The associate of science in health education degree provides the first two years of study for students planning to pursue a bachelor of science degree at UNM-Albuquerque Campus in the professional areas of health education (school health education or community health education).

Career and Educational Advancement Opportunities

The associate of science in health education degree program includes multidisciplinary requirements needed to continue into a bachelor of science in health education program required for professional occupations in the area of community health or school health education. Students must earn a grade of “C” or better in all pre-admission course work.

Program Requirements

Total credit hours required: 64 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The health education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor’s degree in health education. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students’ learning is evaluated.

Upon successful completion of the required courses for the associate of science in health education, our students will demonstrate that they have developed the ability to:

1. Students will demonstrate health literacy skills - Health literacy is the capacity to obtain, interpret, and understand basic health information and services, and the competence to use such information and services in ways which are health-enhancing.
2. Students will possess the skills needed to administer CPR and first aid.
3. Students will demonstrate verbal and written skills to promote and communicate the importance of health literacy to each individual.
4. Students will acquire an understanding and appreciation of the skills needed to succeed in a career as a professional health educator.
5. Graduates will be prepared to transfer and pursue a Bachelor of Science in Health Education at the University of New Mexico.

Contact and Advising Information

Information about the associate of science in health education is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Fitness & Wellness Education Center Manager, Dubra Karnes-Padilla @ (505) 925-8832 or dubra@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Health Education

Associate of Science in Health Education Degree Requirements

The following are the course requirements for completion of an Associate of Science in Health Education degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (12 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219	_____	_____	3
CJ 130	_____	_____	3
Math: (6 credits)			
MATH 121	_____	_____	3
STAT 145	_____	_____	3
Physical and Natural Sciences: (15 Credits)			
BIOL 123/124L	_____	_____	4
BIOL 237	_____	_____	3
CHEM 111L	_____	_____	4
NUTR 244	_____	_____	4
Social and Behavioral Sciences: (6 credits)			
PSY 105	_____	_____	3
_____	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Social and Behavioral.</i>			
Humanities: (3 credits)			
_____	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Humanities.</i>			

Fine Arts: (3 credits)

_____	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Fine Arts.</i>			

Foreign Language: (3 credits)

_____	_____	_____	3
<i>Select one course from the UNM Core Curriculum in Foreign Language.</i>			

Health Education Core Requirements: (16 Credits)

HED 164L	_____	_____	3
HED 171	_____	_____	3
PENP 114	_____	_____	1
PENP 158 or PENP 159	_____	_____	1
PENP 165	_____	_____	1
HED 260	_____	_____	1
PENP 165	_____	_____	3
HED 293	_____	_____	3

HED 260 has a co-requisite of HED 293.

Total Required: (64 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Group Fitness Instructor Leadership

Group Fitness Instructor Leadership Certificate

Program Description

The group fitness instructor leadership certificate is a one-year subset of the associate of science in health education degree program previously listed concentrating on most of the program-specific courses.

Career and Educational Advancement Opportunities

The group fitness instructor leadership certificate lays the foundation for a student to enter the fitness industry as a group fitness leader and continue to pursue the associate of science in health education or other related degree. Course work will help prepare a student to take the American Council on Exercise examination for group fitness instructor national certification. Students must earn a grade of “C” or better in all pre-admission course work.

Program Requirements

Total credit hours required: 37 (see checklist for specific requirements).

Program Learning Goals

The group fitness program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to lead group exercise classes for individuals from a variety of backgrounds. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the group fitness instructor leadership certificate, our students will demonstrate that they have developed the ability to:

1. Students will demonstrate skills needed to participate in cardio activities, resistance training, and flexibility training.

2. Students will demonstrate verbal and written skills to promote and communicate important health and exercise concepts and their application.

3. Students will demonstrate skills needed to lead group exercise classes for healthy adults, adults with disabilities and limitations, and special populations.

4. Students will possess the skills needed to administer CPR and first aid.

5. Students will appreciate the health benefits provided from exercising.

6. Students will be prepared to pass the National American Council Group Fitness Instructor Exam.

Contact and Advising Information

Information about the group fitness instructor leadership certificate program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Fitness & Wellness Education Coordinator, Dubra Karnes-Padilla @ (505) 925-8832 or dubra@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Group Fitness Instructor Leadership

Group Fitness Instructor Leadership Certificate Requirements

The following are the course requirements for completion of the Group Fitness Instructor Leadership Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (6 Credits)			
ENGL 101	_____	_____	3
CJ 130	_____	_____	3
Math: (3 credits)			
MATH 120 or 121	_____	_____	3
Physical and Natural Sciences: (12 Credits)			
CHEM 111L	_____	_____	4
BIOL 123/124L	_____	_____	4
BIOL 237/247L	_____	_____	4
Group Fitness Instructor Leadership Core Requirements: (16 credits)			
HED 164L	_____	_____	3

HED 171	_____	_____	3
NUTR 244	_____	_____	3
PENP 114	_____	_____	1
PENP 158 or PENP 159	_____	_____	1
PENP 165	_____	_____	3
PEP 293	_____	_____	2

Before enrolling in PEP 293 students must have American Red Cross CPR Professional Rescuer and First Aid certification.

Total Required: (37 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Pre-Engineering

Associate of Science in Pre-Engineering

Program Description

The associate of science in pre-engineering degree provides the first two years of study for a student who plans to transfer to a four-year institution to pursue a bachelor's degree in engineering.

Career and Educational Advancement Opportunities

The associate of science in pre-engineering degree program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in a variety of engineering fields such as Chemical & Nuclear, Civil, Construction, Mechanical, Electrical or Computer Engineering.

Program Requirements

Total credit hours required: 63 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The pre-engineering science program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in engineering. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associ-

ate of science in general science, our students will demonstrate that they have developed the ability to:

1. Describe and apply a broad-based knowledge of information and concepts in engineering.
2. Take basic courses that are needed to continue with engineering degree at a four-year institution.

Contact and Advising Information

Information about the associate of science in general science degree is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Co-Chair of the Science & Mathematics Division for Science, Dr. Miriam Chávez @ (505) 925-8613 or mjchavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;
Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19
Course: MATH 150 & MATH 123—or place into MATH 162;
Credit Hours: 3 & 3; **COMPASS/ACT Minimum Scores:** 67/32

Pre-Engineering

Associate of Science in Pre-Engineering Degree Requirements

The following are the course requirements for completion of an Associate of Science in Pre-Engineering degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (9 Credits)			
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219	_____	_____	3
Math: (12 credits)			
MATH 162L	_____	_____	4
MATH 163L	_____	_____	4
MATH 264L	_____	_____	4
Physical and Natural Sciences: (16 Credits)			
CHEM 121 /123L	_____	_____	4
CHEM 122/124L	_____	_____	4
PHYC 160/L	_____	_____	4
PHYC 161/L	_____	_____	4
Social and Behavioral Sciences: (6 credits)			
ECON 105	_____	_____	3
_____	_____	_____	3

Select one course from the UNM Core Curriculum in Social and Behavioral Sciences.

Humanities: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities.

Fine Arts: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Fine Arts.

Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Foreign Language.

Engineering Careers, Computer Science, and Engineering

Core Requirements: (8 Credits)

UNIV 101	_____	_____	1
CS 151	_____	_____	3
ENG 116	_____	_____	1
_____	_____	_____	3

Select one course contingent on specific engineering field as follows:

1. Chemical & Nuclear Engineering: CHNE 230 or CHNE 251,
2. Civil, Construction, or Mechanical Engineering: CE 202, or
3. Electrical & Computer Engineering: ECE 131.

Total Required: (63 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Computer-Aided Drafting

AAS in Computer-Aided Drafting

Program Description

According to the Bureau of Labor Statistics, “increases in overall construction activity stemming from U.S. population growth and the related need to improve the Nation’s infrastructure should spur demand for drafters trained in architectural and civil design.” Computers have taken over production drawing and are now being used in a variety of related fields; virtually all technical and scientific disciplines use technical drawings and are adopting computer-aided drawing and modeling. The associate of applied science in computer-aided drafting includes general education courses and is designed to improve analytic and communication skills. The core of the program consists of CAD courses with a heavy emphasis on lab work. Drafting conventions are covered in the architectural and technical drafting courses.

Career and Educational Advancement Opportunities

Upon completion of the associate of applied science in computer-aided drafting program, students are prepared for entry-level positions as CAD operators. Graduates of the program have been successfully placed, and many have already advanced to technician and project management positions. The associate of applied science in computer-aided drafting degree, while occupational in nature, can be transferred to the UNM–Albuquerque Campus and applied toward a bachelor’s in organizational learning and instructional technologies in the College of Education. However, career-technical courses are not guaranteed to transfer as credit. Additionally, grades earned in technical courses are not to be included in the grade point average at the UNM–Albuquerque Campus and may not be included in the GPA at other four-year institutions.

Program Requirements

Total credit hours required: 63 (minimum; see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The computer-aided drafting program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to be successful in the computer-aided drafting profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the associate applied science in computer-aided drafting, our students will demonstrate that they have developed the ability to:

1. Communicate effectively in both oral and written form and use basic math to solve drawing problems.
2. Understand and apply necessary knowledge and skills in computer-aided drafting. These skills prepare students to solve drawing problems and execute drawings using drafting and design software.
3. Work as entry-level CAD operators in engineering firms.
4. Complete transferable academic courses that can be applied towards a BA in organizational learning and instructional technologies in the College of Education or in the School of Engineering and Architecture and Planning.

Contact and Advising Information

Information about the associate of applied science in computer-aided drafting degree program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu, or the lead faculty for the program, Alex Sanchez, (505) 925-8716 or alexs@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; COMPASS/ACT Minimum Scores: 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; COMPASS/ACT Minimum Scores: 55/22

Computer-Aided Drafting

Associate of Applied Science in Computer-Aided Drafting Degree Requirements

The following are the course requirements for completion of an Associate of Science in Computer Aided Drafting degree. Students should see an advisor to customize their educational plans.

Area Writing and Speaking: (9 Credits)

Area	Semester	Grade	Credits
ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219	_____	_____	3

Math: (6 credits)

MATH 121 or MATH 150	_____	_____	3
MATH 123	_____	_____	3

Engineering transfer students should select MATH 150.

Physical and Natural Sciences: (8 Credits)

CHEM 111L or	_____	_____	4
CHEM 122/124L	_____	_____	
PHYC 160L	_____	_____	4

Engineering transfer students should select CHEM 123/124L and PHYC 160L.

Social and Behavioral Sciences: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from AMST 182, AMST 185, ANTH 101, ANTH 130, ECON 105, ECON 106, GEOG 102, LING 101, POLS 110, POLS 200, PSY 105, SOC 101.

Humanities, Fine Arts or Foreign Language: (3 credits)

_____	_____	_____	3
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Select one courses from ARTH 101, ARTH 201, ARTH 202, MUS 139, THEA 122, or any 3credit hour Art Studio (ARTS) course, HIST 101, HIST 102, HIST 161, HIST 162, PHIL 101, PHIL 201, RELIG 107, SPAN 101, SPAN 102, SPAN 201, SPAN 202, or SIGN 201.

Computer Aided Drafting Core Requirements: (31-36 Credits)

CS 150	_____	_____	3
IT 121	_____	_____	3
_____	_____	_____	3

Select one IT elective (3 or higher credit hours).

CADT 150	_____	_____	3
CADT 185	_____	_____	4
CADT 195	_____	_____	4
CADT 260	_____	_____	4
CADT 270	_____	_____	4
CADT 295	_____	_____	1-4
_____	_____	_____	3-4

Select one CADT course from CADT 160, CADT 180, CADT 255, or CADT 293.

Total Required: (63-68 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Computer-Aided Drafting

Computer-Aided Drafting Certificate

Program Description

The core of the computer-aided drafting certificate program consists of CAD courses with a heavy emphasis on lab work. The symbols and methods used in drafting are covered in the architectural and technical drafting courses. Operating systems and related computer skills are covered in the computer applications courses.

Career and Educational Advancement Opportunities

Upon completion of the computer-aided drafting certificate program students are prepared for entry-level positions as CAD operators. Graduates of the program are successfully placed, and many have already advanced to technician and project management positions.

Program Requirements

Total credit hours required: 38 (see checklist for specific requirements).

Program Learning Goals

Please refer to the associate of applied science in computer-aided drafting for information on learning goals for this program.

Contact and Advising Information

Information about the associate of applied science in computer-aided drafting degree program is available from Advisement Center @ (505)

925-8560 or vcadvise@unm.edu or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu, or the lead faculty for the program, Alex Sanchez, (505) 925-8716 or alexs@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Computer-Aided Drafting

Computer- Aided Drafting Certificate Requirements

The following are the course requirements for completion of an Associate of Science in Computer Aided Drafting degree. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (3 Credits)			
ENGL 101	_____	_____	3
Math: (3 credits)			
MATH 120	_____	_____	3
Computer Aided Drafting Core Requirements: (32 Credits)			
CS 150	_____	_____	3
IT 121	_____	_____	3
_____	_____	_____	3
<i>Select one IT elective (3 or higher credit hours).</i>			
CADT 150	_____	_____	3
CADT 185	_____	_____	4

CADT 195	_____	_____	4
CADT 260	_____	_____	4
CADT 270	_____	_____	4
CADT 295	_____	_____	1-4
_____	_____	_____	3-4

Select one CADT course from CADT 160, CADT 180, CADT 255, or CADT 293.

Total Required: (38 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Construction Technology

Associate of Applied Science in Construction Technology

Program Description

The associate of applied science degree in construction technology is designed for students entering apprenticeship-training programs. In addition to the 15 credit hours toward specific apprenticeship training, students will broaden their academic skills and develop an increased awareness of the workplace environment.

Career and Educational Advancement Opportunities

Upon completion of the associate of applied science degree in construction technology degree and at least 50% of the apprenticeship program, the student will be prepared for career advancement in the workplace which will likely lead to higher pay. In addition, group requirements and/or technical and academic core courses may transfer to programs in four-year universities.

Program Requirements

Total credit hours required: 60 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The construction technology program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to be successful in various construction trades. Course syllabi describe specific learning objectives for each trade that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in construction technology, our students will

demonstrate the following:

1. Basic skills in industry-specific trades.
2. Essential academic skills in English, math and reading for success in a workplace setting.
3. An understanding of basic construction safety.
4. Team-building and communication skills; and the basics of a good work ethic.

Contact and Advising Information

Information about the associate of applied science degree in construction technology degree program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the manager of Community Education, Rita Logan, at (505) 925-8971 or rlogan@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 100 & ACAM 100—or place into MATH 120;

Credit Hours: 4 & 2; **COMPASS/ACT Min. Scores:** 61 (pre-algebra)/19

Construction Technology

Associate of Applied Science in Construction Technology Degree Requirements

The following are the course requirements for completion of an Associate of Applied Science in Construction Technology degree. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**
Writing and Speaking: (12 Credits)

ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
ENGL 219	_____	_____	3
CJ 130	_____	_____	3

Math: (6 credits)

MATH 120	_____	_____	3
STAT 145	_____	_____	3

Physical and Natural Sciences: (7-8 Credits)

_____	_____	_____	3-4
_____	_____	_____	3-4

Select two courses from the UNM Core Curriculum, one of which must include a lab.

Social and Behavioral Sciences: (3 credits)

PSY 105 or SOC 101	_____	_____	3
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Humanities: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities.

Fine Arts: (2 credits)

ARTS 123	_____	_____	2
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Foreign Language: (3 credits)

SPAN 101	_____	_____	3
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Electives: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Students must consult with an advisor to get a list of approved elective courses.

Construction Technology Core Requirements: (15 Credits)

CNST 293	_____	_____	3
CNST 293	_____	_____	3
CNST 293	_____	_____	3
JS 101L	_____	_____	6

Total Required: (60 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Digital Media Arts

Associate of Applied Science in Digital Media Arts Program Description

The associate of applied science in the digital media arts degree program offers general education and specialized design skills to students in a variety of media, including digital photography, graphic and web design, animation, video and film, and game art. A primary objective of the program is to expand the creative, conceptual, and technical aspects of a student's visual thinking through multiple processes of creativity, refining a student's ability to observe, create, and analyze through design and project based work and enhance creative problem solving. Another goal of this program is to support the self-realization of each student and to develop individuals who can grasp the physical and virtual world around them in a comprehensive and critical manner. Through this, students will be prepared for employment in a variety of fields, but most specifically in digital photography, web and graphic design, interactive media, the film industry, and entry-level game development.

Career and Educational Advancement Opportunities

The associate of applied science in the digital media arts degree provides the student with a well-rounded, design oriented applications knowledge base with the creative problem solving skills that employers desire in all the various careers in digital media today. Many of the DMA core courses are preparatory classes for certifications in multiple software programs, including Adobe Photoshop, Illustrator, Flash, Dreamweaver and InDesign, as well as Autodesk Maya and Apple Final Cut Pro. This DMA associate degree, while occupational in nature, is transferrable to the UNM Main Albuquerque Campus and can be applied towards a Bachelor's of Fine Arts in Photography or Electronic Arts, many of the Interdisciplinary Film and Digital Media Arts (IFDM) degrees, as well as a bachelor's in organizational learning and instructional technologies in the College of Education.

Program Requirements

Total credit hours required: 68 (minimum; see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The digital media arts program provides students with quality instruction that will forge successful paths to media industry careers and bachelor degree

programs. Upon successful completion of the required courses for the associate of applied science in digital media arts, our students will:

1. Plan and produce a successful project from onset to completion in a variety of media including: print publication, web publication, photography portfolio, video as narrative, documentary, or interview, 2-D and 3-D animation, and/or game design document and concept art development.
2. Graduate with a reel highlighting the student's best work, as well as an accompanying web page to self-promote and further either career or educational opportunities.
3. Develop a strong base in the knowledge of historical and contemporary digital media art development and practitioners in the field.
4. Have an enhanced ability to think visually and communicate their ideas as such by discussing and defending their work and critiquing others in relation to concepts, ideas, techniques, processes, and experiences.
5. Develop a familiarity with the variety of media and software available in digital arts and understand the limitations and opportunities offered by these various materials and techniques.
6. Demonstrate an excellent understanding of the components of art and design (balance, unity, line, composition, color theory, visual rhythm, etc...), and use this language to discuss, debate, and create.
7. Gain a positive interdisciplinary attitude.

Contact and Advising Information

Information about the associate of applied science in digital media arts is available from Advisement & Counseling at (505) 925-8560 or vcadvise@unm.edu, or the Fine Arts Coordinator, Michael Ceschiat at (505) 925-8702 or ceschiat@unm.edu or the Digital Media Arts lead faculty, Alexa Wheeler at 505.925.8702 or alexa08@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Digital Media Arts

Associate of Applied Science in Digital Media Arts Degree Requirements

The following are the course requirements for completion of an Associate of Applied Science in Digital Media Arts degree. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**

Writing and Speaking: (9 Credits)

ENGL 101 _____ _____ 3

ENGL 102 _____ _____ 3

CJ 130 or ENGL 219 _____ _____ 3

Math: (3-4 credits)

_____ _____ _____ 3-4
Select one course from the UNM Core Curriculum in Mathematics.

Physical and Natural Sciences: (7 Credits)

_____ _____ _____ 3-4

_____ _____ _____ 3-4

Select two courses from the UNM Core Curriculum, one of which must include a lab.

Social and Behavioral Sciences: (6 credits)

PSY 105 _____ _____ 3

SOC 101 _____ _____ 3

Humanities: (6 credits)

_____ _____ _____ 3

_____ _____ _____ 3

Select two courses from the UNM Core Curriculum in Humanities.

Fine Arts: (3 credits)

_____ _____ _____ 3

Select one course from ARTH 101, ARTH 201, or ARTH 202.

Foreign Language: (3 credits)

_____ _____ _____ 3

Select one course from UNM Core Curriculum in Foreign Language.

Digital Media Arts Core Requirements: (22-24 credits)

ARTS 106 _____ _____ 3

ARTS 121 _____ _____ 3

ARTS 130 _____ _____ 3

ARTS 187 _____ _____ 3i

DMA 100 _____ _____ 3

DMA 270 _____ _____ 3

MA 110 _____ _____ 3

_____ _____ _____ 1-3

Select one IT course (to be approved by DMA faculty).

Concentration Areas:

Digital Photo Concentration: (9 Credits)

ARTH 210 _____ _____ 3

ARTS 231 or MA 111 _____ _____ 3

ARTS 289 _____ _____ 3

Digital Graphics and Web Design Concentration: (9 Credits)

IT 205 _____ _____ 3

Digital Media Arts

AAS in Digital Media Arts (Continued)

IT 270 _____ 3

OBT 260 _____ 3

Digital Animation Concentration: (10 Credits)

ARTS 122 _____ 3

CADT 180 _____ 4

IT 270 _____ 3

Digital Animation students may take an IT elective for 2 credits only (to be approved by DMA faculty).

Digital Video and Film Concentration: (9 Credits)

ARTS 231 _____ 3

MA 111 _____ 3

MA 210 _____ 3

Digital Game Art Concentration: (16 Credits)

ARTS 122 _____ 3

CADT 180 _____ 4

CS 152L _____ 3

GAME 100 _____ 3

GAME 150 _____ 3

Digital Game Arts Concentration students are not required to take ARTS 187 or ARTS 130 and may take an approved IT elective 2 credits only.

Total Required: (68-74 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Digital Media Arts Certificate

Program Description

The digital media arts certificate program is a subset of the associate of applied science in digital media arts degree offering only the specific design and computer imaging skills to train the student to provide essential digital media technology assistance in the business environment. As with the associate's degree program, students are prepared for employment in the fields of digital imaging, graphic, multimedia, and web design.

Career and Educational Advancement Opportunities

The digital media arts certificate provides the student with the same well-rounded, design-oriented, applications knowledge base and creative problem solving skills that employers will appreciate in the digital media professional. In addition, the DMA core courses will help prepare the student for national certification.

Program Requirements

Total credit hours required: 37 (see checklist for specific requirements).

Program Learning Goals

Please refer to the associate of applied science in digital media arts on page 112 for the program's learning goals.

Contact and Advising Information

Information about the associate of applied science in digital media arts is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Fine Arts Coordinator, Michael Ceschiat @ (505) 925-8702 or ceschiat@unm.edu.

Digital Media Arts

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Digital Media Arts Certificate Requirements

The following are the course requirements for completion of the Digital Media Arts Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (3 Credits)			
ENGL 101	_____	_____	3
Math: (3 credits)			
MATH 120	_____	_____	3
Digital Media Arts Core Requirements: (31 credits)			
ARTS 106	_____	_____	3
ARTS 121	_____	_____	3
ARTS 130	_____	_____	3
DMA 100	_____	_____	3
ARTS 187	_____	_____	3
ARTS 289	_____	_____	3

CADT 180	_____	_____	3
CS 150	_____	_____	3
IT 205 or IT 270	_____	_____	3
MA 110	_____	_____	4

Total Required: (37 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

General Studies

Associate of Applied Science in General Studies

Program Description

The aim of the associate of applied science in general studies degree is to provide a variety of experiences that broadens academic understanding, increases knowledge of the relationships across the disciplines and helps develop an increased awareness of others and of the environment.

Career and Educational Advancement Opportunities

A student who is awarded this degree is prepared to enter jobs that require one or two years of college but do not require a declared major field of study. In addition, group requirements, other than technical courses, may transfer to academic programs in four-year universities.

Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The general studies program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies in a wide variety of academic or career-technical areas. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in general studies, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences,

social & behavioral sciences, humanities, foreign language, and fine arts.

2. Apply critical thinking skills to demonstrate: a) comprehension of subjects taken and, in particular, the chosen field of study; and b) practical application of information (e.g., interpreting effect of supply & demand in the market place; compare and contrast names, dates & important events in history as they affect current events; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).
3. Awareness of the human condition from an institutional perspective: religion, politics, government, environment, education.
4. Complete the first two years of any baccalaureate field.
5. Opportunities for success in whichever academic life goals the student chooses.

Contact and Advising Information

Information about the associate of applied science in general studies degree program is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Communication, Humanities, Education & Social Sciences Chair, Dr. Jon Conescu at (505) 925-8614 or jconescu@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

General Studies

Associate of Applied Science in General Studies Degree Requirements

The following are the course requirements for completion of an Associate of Applied Science in General Studies degree. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**

Writing and Speaking: (9 Credits)

ENGL 101	_____	_____	3
ENGL 102	_____	_____	3
_____	_____	_____	3

Select an additional course from UNM Core Curriculum in Writing and Speaking.

Physical and Natural Sciences: (10 Credits)

_____	_____	_____	3-4
_____	_____	_____	3-4
_____	_____	_____	3-4

Select three courses from the UNM Core Curriculum in Physical and Natural Sciences (two courses required by UNM, one of which must include a lab) and/or Mathematics (3 credits required by UNM).

Social and Behavioral Sciences: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Social and Behavioral Sciences.

Humanities: (6 credits)

_____	_____	_____	3
_____	_____	_____	3

Select two courses from the UNM Core Curriculum in Humanities (6 credits required by UNM) and/or Fine Arts (3 credits required by UNM).

Electives: (30 Credits)

_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4
_____	_____	_____	1-4

Select a minimum of 30 credits of electives, at least 15 of which must be academic with the balance selected from any career-technical field.

Total Required: (61 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Information Technology

AAS in Information Technology

Program Description

The associate of applied science in information technology degree program offers general education and specific computer skills designed to train the student to provide essential computer-related assistance in the business environment. The degree will give the student skills in hardware maintenance, networking, database development, programming fundamentals, and web design.

Career and Educational Advancement Opportunities

The associate of applied science in information technology degree provides the student with a well-rounded knowledge base, trouble-shooting skills, and customer service techniques that employers will appreciate in an IT professional. In addition, the IT core courses will help prepare the student for national certification. The associate of applied science in information technology degree, while occupational in nature, can be transferred to the UNM–Albuquerque Campus and applied towards a bachelor’s in organizational learning and instructional technologies at the College of Education. However, career/technical courses are not guaranteed to transfer as credit. Additionally, grades earned in technical courses are not included in the grade point average at the UNM–Albuquerque Campus and may not be included in the GPA of other four-year institutions.

Program Requirements

Total credit hours required: 65 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61–63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The information technology program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to be successful in the information technology profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the associate of applied science in information technology, our students will demonstrate that they have developed the ability to:

1. Students will demonstrate broad-based skills in and knowledge of installing and maintaining computer hardware and various network environments. These skills prepare students to solve computer hardware and network problems. This leads to completing the certification A++ test and obtaining an entry-level position as a computer hardware or network technician.
2. Students will create a website using good design principles while adhering to web development protocol, and will incorporate graphics and animations to enhance the website. Students will use HTML programming skills to identify and fix problems within web pages. This will lead to obtaining an entry-level position in web design and implementation.
3. Students will develop a complete multi-table database application according to user specifications, to include development of the user interface and macros for advanced functionality. This will lead to an entry-level position in database design and development.
4. Students will create basic programs using a programming language, such as Java or C++, and be able to identify and fix problems within the programming code.
5. At the completion of this degree, the student will be able to continue to pursue a BA in Organizational Learning and Instructional Technology.

Contact and Advising Information

Information about the associate of applied science in computer-aided drafting degree program is available from Advisement & Counseling @ (505) 925-8560 or vcadvise@unm.edu, or Toni Black, Professor of Information Technology @ (505) 925-8714 or tblack@unm.edu, or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 120 & MATH 106—or place into MATH 121;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Information Technology

Associate of Applied Science in Information Technology Degree Requirements

The following are the course requirements for completion of an Associate of Applied Science in Information Technology degree. Students should see an advisor to customize their educational plans.

Area Semester Grade Credits

Writing and Speaking: (9 Credits)

ENGL 101	_____	_____	3
ENGL 119	_____	_____	3
CJ 130	_____	_____	3

Math: (3 credits)

MATH 121 or MATH 129	_____	_____	3
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Students transferring to the OLIT program at UNM's College of Education or engineering will need to take MATH 121.

Physical and Natural Sciences: (4 Credits)

_____	_____	_____	4
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Select one course (must include a lab) from the UNM Core Curriculum in Physical and Natural Sciences.

Technical Writing, Communication, Humanities and Social Sciences: (3 credits)

_____	_____	_____	3
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Select one course from ENGL 219, CJ 221 or the UNM Core Curriculum in Humanities or Social and Behavioral Sciences.

Writing, Fine Arts and Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from ENGL 102 or the UNM Core Curriculum in Fine Arts or Foreign Language.

General Business and Information Technology Core Requirements: (43 Credits)

OBT 105	_____	_____	1
CS 150 or OBT 263	_____	_____	3
CS 151 or CS 152	_____	_____	3
MGMT 116	_____	_____	3
EDUC 293	_____	_____	2
<i>EDUC 293, a topics course, must focus on career planning.</i>			
IT 121	_____	_____	3
IT 122	_____	_____	3
IT 125	_____	_____	3
IT 131	_____	_____	3
IT 140	_____	_____	3
IT 205	_____	_____	3
IT 222	_____	_____	3
IT 230	_____	_____	4
IT 270	_____	_____	3
IT 295	_____	_____	3

Total Required: (65 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Information Technology

Information Technology Certificate

Program Description

The information technology certificate program is a subset of the associate of applied science in information technology degree program which offers specific computer skills designed to train the student to provide essential computer-related assistance in the business environment. This certificate program is geared for the student who wants to gain experience in computer maintenance, database development, and web design in a shorter time frame.

Career and Educational Advancement Opportunities

The information technology certificate program provides the student with trouble-shooting skills and customer service techniques that employers will appreciate in an IT professional. In addition, the IT core courses will help prepare the student for national certification.

Program Requirements

Total credit hours required: 32 (minimum; see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61-63 for a list of allowable core curriculum elective courses.

Program Learning Goals

Please refer to the associate of applied science in information technology for information on learning goals for this program.

Contact and Advising Information

Information about the associate of applied science in information technology degree program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; COMPASS/ACT Minimum Scores: 75/19

Information Technology

Information Technology Certificate Requirements

The following are the course requirements for completion of the Information Technology Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (6 Credits)			
ENGL 101	_____	_____	3
CJ 130	_____	_____	3
General Business and Information Technology Core Requirements: (26-27 Credits)			
OBT 105	_____	_____	1
CS 150 or OBT 263	_____	_____	3
MGMT 116	_____	_____	3
EDUC 293	_____	_____	2
<i>EDUC 293, a topics course, must focus on career planning.</i>			
IT 121 or IT 230 or IT 270	_____	_____	3-4

IT 122	_____	_____	3
IT 125	_____	_____	3
IT 131	_____	_____	3
IT 205	_____	_____	3
IT 295	_____	_____	3

Total Required: (32-33 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Office and Business Technology

AAS in Office & Business Technology

Program Description

As technology continues to expand, so does the necessity for well-qualified office personnel. Cutting edge computers and electronic communication equipment are a vital part of the 21st Century office. Organizations need timely and effective office and administrative support in order to meet the needs of today's demanding and complex office. Administrative Assistant and Support Service positions will continue to be available to qualified individuals and are available in virtually every sector of the economy: education, legal, medical, government, and small and large businesses. The majority of this degree can be taken online.

Career and Educational Advancement Opportunities

Upon completion of the associate of applied science in office & business technology program, students will be ready to obtain an office position. In order to advance students are encouraged to take the Microsoft Office Specialist Exam (MOS) and join a professional organization such as: the International Association of Administrative Professionals (IAAP) and work toward becoming a Certified Administrative Professional (CPA). These certifications will be beneficial for students who wish to advance or obtain top positions. The associate of applied science office and business technology degree, while occupational in nature, can be transferred to the UNM–Main Campus and applied towards a Bachelor's in Organizational Learning and Instructional Technology (OLIT) in the College of Education. However, career-technical courses are not guaranteed to transfer as credit. Additionally, grades earned in career/technical courses are not included in the grade point average at the UNM–Main Campus and may not be included in the grade point average of other four-year institutions.

Program Requirements

Total credit hours required: 69 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 61–63 for a list of allowable core curriculum elective courses.

Program Learning Goals

The office & business technology program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to be successful in the office administration profession. Course syllabi describe

the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in office & business technology, our students will demonstrate that they have developed the ability to:

1. Understand and possess broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Use electronic equipment to compose letters, memos, and emails; send and receive faxes; answer phones and schedule meetings.
3. Use a variety of software programs to create spreadsheets, databases, publications and presentations.
4. Become Certified in Microsoft Office System (MOS) and Office Professional Assessment Certification (OPAC).
5. Obtain an entry-level position as an administrative assistant in an office environment such as: medical, legal, education, government and small or large business.
6. Complete transferable academic courses which can be applied towards a BA in organizational learning and instructional technologies in the College of Education.

Contact and Advising Information

Information about the associate of applied science office and business technology degree program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Office and Business Technology

Associate of Applied Science in Office and Business Technology Degree Requirements

The following are the course requirements for completion of an Associate of Applied Science in Office and Business Technology degree. Students should see an advisor to customize their educational plans.

Area Semester Grade Credits

Writing and Speaking: (9 Credits)

ENGL 101	_____	_____	3
ENGL 119	_____	_____	3
ENGL 102 or CJ 130	_____	_____	3

Mathematics and Physical and Natural Sciences: (3 credits)

_____	_____	_____	3
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Select a non-developmental mathematics course or one course from the UNM Core Curriculum in Physical and Natural Sciences.

Social and Behavioral Sciences: (3 Credits)

_____	_____	_____	3
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Select one course (must include a lab) from the UNM Core Curriculum in Physical and Natural Sciences.

Fine Arts, Humanities, and Foreign Language: (3 credits)

_____	_____	_____	3
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Select one course from the UNM Core Curriculum in Fine Arts, Humanities or Foreign Language.

Office and Business Technology Core Requirements: (51 Credits)

CS 150	_____	_____	3
IT 121	_____	_____	3
IT 122	_____	_____	3
MGMT 113	_____	_____	3

MGMT 116	_____	_____	3
OBT 101 or MGMT 101 and MGMT 101L	_____	_____	3-4
OBT 110	_____	_____	3
OBT 111	_____	_____	3
OBT 112	_____	_____	3
OBT 205	_____	_____	3
OBT 219 or OBT 221 or IT 222	_____	_____	3
OBT 265	_____	_____	3
OBT 257	_____	_____	3
OBT 260	_____	_____	3
OBT 263	_____	_____	3
OBT 265	_____	_____	3
OBT 295	_____	_____	3

Total Required: (69 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this degree.

Office and Business Technology

Office & Business Technology Certificate

Program Description

The office and business technology certificate is a one-year program that consists of a subset of the associate of applied science office and business technology degree program. It provides information technology, general business courses, and various OBT courses designed to prepare the student for a successful career in secretarial administration. Career and Educational Advancement Opportunities Students may apply the courses listed in the office and business technology certificate program towards the associate of applied science in office and business technology degree.

Program Requirements

Total credit hours required: 36 (see checklist for specific requirements).

Program Learning Goals

Please refer to the associate of applied science in office & business technology for information on learning goals for this program.

Contact and Advising Information

Information about the associate of applied science office and business technology degree program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Office and Business Technology

Office and Business Technology Certificate Requirements

The following are the course requirements for completion of the Office and Business Technology Certificate. Students should see an advisor to customize their educational plans.

Area **Semester** **Grade** **Credits**

Writing and Speaking: (6 Credits)

ENGL 119 _____ _____ 3

ENGL 102 or CJ 130 _____ _____ 3

Mathematics and Physical and Natural Sciences: (3 credits)

_____ _____ _____ 3

Social and Behavioral Sciences: (3 Credits)

_____ _____ _____ 3

Select one course (must include a lab) from the UNM Core Curriculum in Physical and Natural Sciences.

Technical Writing, Communication, Humanities and Social Sciences: (3 credits)

_____ _____ _____ 3

Select one course from ENGL 219, CJ 221 or the UNM Core Curriculum in Humanities or Social and Behavioral Sciences.

Writing, Fine Arts and Foreign Language: (3 credits)

_____ _____ _____ 3

Select one course from ENGL 102 or the UNM Core Curriculum in Fine Arts or Foreign Language.

Office and Business Technology Core Requirements: (33 Credits)

CS 150 _____ _____ 3

IT 121 _____ _____ 3

MGMT 116 _____ _____ 3

OBT 101 _____ _____ 3

OBT 110 _____ _____ 3

OBT 111 _____ _____ 3

OBT 112 _____ _____ 3

OBT 205 _____ _____ 3

OBT 235 _____ _____ 3

OBT 257 _____ _____ 3

OBT 295 _____ _____ 3

Total Required: (36 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

Health Sciences

Health Sciences Programs

Program Description

The health sciences programs include Personal Care Attendant (PCA-Home Health Aide), Certified Nursing Assistant (CNA), Certified Medication Aide (CMA), and Certified Phlebotomy Technician (PBT). Each program is designed in a short-term format featuring hands-on, skills-based learning techniques in the Valencia Campus Nursing Lab followed by clinical skills training in various healthcare settings specific to each course. A UNM-Valencia Campus Certificate of Completion is awarded upon successful completion of each of the health sciences programs.

Career and Educational Advancement Opportunities

Students may enroll in any of the health sciences programs offered at UNM—Valencia as they build on basic skills required for the provision of care at various in the healthcare field. For example, PCA's are in demand in assisted living facilities and home healthcare. The basic skills learned in the PCA program are enhanced in the CNA classes and clinical settings and prepare students to sit for the certification exam and for work in healthcare facilities under the supervision of a Registered Nurse (RN). MEDA's are authorized to administer medication in healthcare settings, also under the supervision of an RN. Phlebotomists are in demand in many healthcare settings as well as in testing and reference laboratories. Prospective nursing students are often advised to take the CNA program prior to enrolling in local schools of nursing. Students who intend to transfer to a four-year college or university may enroll in the Associate of Science in General Science which provides the academic core required for many careers in healthcare. For more information, students should confer with an advisor.

Program Requirements

Total credit hours required: Certified Medication Aide: 6 credit hours to include 60 hours lecture/skills lab and 32 hours clinical; Certified Nursing Assistant: 8 credit hours to include 96 hours lecture/skills lab and 32 hours clinical; Personal Care Attendant (Home Health Aide): 5 credit hours to include 64 hours lecture/skills lab and 16 hours clinical/job shadowing; and Certified Phlebotomy Technician: 12 credit hours to include 120 hours lecture/skills

lab and 120 hours clinical. Prior to entering clinical setting in the final week of class, students must be certified in American Heart Association Basic Life Support for Healthcare Providers CPR and 1st Aid and have taken a TB test as well as other immunizations as specified in each course description. Employers in the healthcare setting will require a finger print background check and drug testing prior to hiring.

Program Learning Goals

The health sciences programs provide students with quality instruction in preparation for successful employment in an entry-level health field. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for each health science program, our students will demonstrate:

1. Workplace skills specific to healthcare careers.
2. Knowledge of local, state and federal guidelines that apply to the healthcare industry.
3. Basic knowledge of anatomy and physiology.
4. Knowledge of records documentation and basic medical terminology.
5. Team-building and communication skills; the basics of a good work ethic; and successful job-seeking strategies.
6. Where applicable, students will be prepared for the certification exam specific to the course.

Contact and Advising Information

Information about the health sciences programs is available from Advisement Center at (505) 925-8560 or vcadvise@unm.edu, or the Health Sciences Coordinator, Helen Walton @ (505) 925-8610 or hwalton@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL 100 & AENG 100—or place into ENGL 101;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 099 – or place into MATH 100 or higher;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Health Sciences

Health Sciences Programs Requirements

The following are the health sciences program requirements. Please note that these are separate programs and not a sequence of courses towards a particular program.

Area	Semester	Grade	Credits
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Certified Medication Aide: (6 Credits)

MEDA 101L	_____	_____	6
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Certified Nursing Assistant: (8 credits)

CNA 101L	_____	_____	8
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Certified Care Attendant (Home Health Aide): (5 credits)

PCA 101L	_____	_____	5
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Certified Phlebotomy Technician: (12 credits)

PBT 101L	_____	_____	8
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PBT 102L	_____	_____	4
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Job Skills

Job Skills Certificate

Program Description

The job skills certificate program was originally developed to enable students to obtain a credential in specific occupational skills while improving basic writing, reading, computing, mathematics and interpersonal communication skills, as well as job seeking strategies.

Career and Educational Advancement Opportunities

Students enrolled in the job skills certificate program can complete workplace specific courses, such as the various health sciences and construction technology programs now available at UNM-Valencia Campus while broadening their basic academic and communications skills.

Program Requirements

Total credit hours required: 28 (see checklist for specific requirements).

Program Learning Goals

The job skills program provides students with quality instruction in preparation for continuation of studies in a wide variety of programs. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for the job skills certification, our students will demonstrate:

1. Basic workplace skills in industry-specific trades and careers.
2. Essential academic skills in English, math and reading for success in a workplace setting.

3. Basic team-building and communication skills.
4. The basics of a good work ethic; and successful job-seeking strategies.

Contact and Advising Information

Information about the job skills certificate program is available from Advisement Center @ (505) 925-8560 or vcadvise@unm.edu or the manager of Community Education, Rita Logan, @ (505) 925-8971 or rlogan@unm.edu.

Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

Course: ENGL099 & AENG 099—or place into ENGL 100;

Credit Hours: 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

Course: MATH 099 —or place into MATH 100 or higher;

Credit Hours: 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

Job Skills

Job Skill Certificate Requirements

The following are the course requirements for completion of the Job Skills Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Writing and Speaking: (6 Credits)			
ENGL 100	_____	_____	3
AENG 100	_____	_____	3
Math: (6 credits)			
MATH 100	_____	_____	3
ACAM 100	_____	_____	3
Job Skills Core Requirements: (16 Credits)			
IT 101	_____	_____	1
JS 101	_____	_____	6
JS 201	_____	_____	6
OBT 295	_____	_____	3

Total Required: (28 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.



Sustainable Building

Sustainable Building Certificate

Program Description

The Sustainable Building Certificate provides a foundation for students who are pursuing a career in the building sector of the new green economy (see list of related employment opportunities below) and by those currently working in the building industry who wish to augment their skills and enhance opportunities for advancement. The Sustainable Building Certificate focuses on green building principles and solutions as they apply to both residential and commercial construction. Regarding greenhouse gasses and fossil fuel use, buildings are a surprisingly large part of the problem. According to year 2000 data from the US Energy Information Administration, buildings account for forty-eight percent of all energy consumption and GHG emissions annually. Seventy-six percent of all power plant-generated electricity is used to operate buildings. Sustainable or green building encompasses an array of practices and techniques to reduce the impacts of buildings on the environment and human health.

Career and Educational Advancement Opportunities

The following is a list of employment opportunities for students who successfully complete the sustainable building certificate program:

- Energy auditors
- Solar system installers
- Trainers
- Building inspectors
- Facility and property managers
- Contractors and builders
- Landscape designers
- HVAC contractors

- Design professionals – architects, engineers, planners, and interior designers
- Building owners and developers

Program Requirements

Total credit hours required: 29 (see checklist for specific requirements).

Program Learning Goals

The sustainable building certificate program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to be successful in the green building sector of the economy. Students will learn about advances in building science, building processes and building materials for both new and existing buildings. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the , our students will demonstrate that they have developed the ability to:

1. Apply knowledge and skills related to sustainable building practices.
2. Interpret and apply energy codes and building rating systems.
3. Evaluate solar and other renewable energy options for new and existing buildings.
4. Conduct on-site energy audits (using a blower door and an infrared camera).
5. Evaluate building performance and energy code compliance using energy analysis software.

Contact and Advising Information

Information about the sustainable building certificate is available from Advisement & Counseling at (505) 925-8560 or vcadvise@unm.edu, or the Business, Technology and Fine Arts Division Chair, Ms. Cindy Chávez @ (505) 925-8706 or c2chavez@unm.edu.

Sustainable Building

Sustainable Building Certificate Requirements

The following are the course requirements for completion of the Sustainable Building Certificate. Students should see an advisor to customize their educational plans.

Area	Semester	Grade	Credits
Sustainable Building Core Requirements: (29 Credits)			
CADT 150	_____	_____	3
CNST 104	_____	_____	4
CNST 204	_____	_____	4
SUST 120	_____	_____	3
SUST 150	_____	_____	3
SUST 230	_____	_____	3
SUST 250	_____	_____	3
SUST 260	_____	_____	3
SUST 295	_____	_____	3

Total Required: (29 credits)

Students transferring to UNM Main and other 4 year institutions should be aware that core curriculum requirements are not necessarily met upon the completion of this certificate.

