



Arkansas State
UNIVERSITY
MOUNTAIN HOME

2020 – 2021
Catalog Errata

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Mountain Home, AR 72653
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www.ASUMH.edu

Date: December 01, 2020

- Update plan to reflect the following:



2020-2021

THE ASSOCIATE OF APPLIED SCIENCE (A.A.S.)

The Associate of Applied Science Degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While a few institutions have recently begun to accept some courses in A.A.S. programs, the general rule is that courses in the A.A.S. degree are not accepted in transfer toward bachelor's degrees. Students to whom transfer is important should get assurance in writing in advance from the institution to which they wish to transfer.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS DEGREE.

**DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN
FUNERAL SCIENCE**

Degree Code: 0508; CIP Code: 12.0301

**A 2.50 GPA is required for graduation from the
Associate of Applied Science in Funeral Science program.**

The A.A.S. in Funeral Science is a two-year degree that offers the theoretical and practical application of funeral service education. The central aim of the Funeral Science program is the recognition of the importance of funeral service personnel as:

1. members of a human services profession;
2. members of the community in which they serve;
3. participants in the relationship between bereaved families and those engaged in the funeral service profession;
4. professionals knowledgeable of and compliant with federal, state, provincial/territorial, and local regulatory guidelines in the geographic area where they practice; and
5. professionals sensitive to the responsibility for public health, safety, and welfare in caring for human remains.

Students are prepared for entry into the profession after graduation.

CAUTION: Students applying for admission to the funeral service program should contact their respective state licensing agency regarding that state agency's approval of this particular program of instruction.

Student Learning Outcomes for Funeral Science Program

The central objective of the Funeral Science AAS program is to educate students in every phase of funeral service so that program graduates are prepared for entry-level employment in funeral service. In support of this objective, the program assesses itself according to the following Learning Outcomes:

Upon earning an Associate of Applied Science degree in Funeral Science from ASUMH, students will be able to:

1. Explain the importance of funeral service professionals in developing relationships with the families and communities they serve.
2. Identify standards of ethical conduct in funeral service practice.
3. Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance.
4. Apply principles of public health and safety in the handling and preparation of human remains.
5. Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains.
6. Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies.
7. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.
8. Describe methods to address the grief-related needs of the bereaved.
9. Explain management skills associated with operating a funeral establishment.
10. Demonstrate verbal and written communication skills and research skills needed for funeral service practice.

The program assesses the achievement of the Learning Outcomes both in courses and in measurements such as licensing exam pass rates and graduation and employment/placement rates.

Name: _____ Date: _____
 Advisor: _____ Student ID# _____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
General Education Requirements (28 credit hours)			
ACC 2003	Principles of Accounting I	3	_____
BIOL 1013	Introduction to Human Anatomy and Physiology for Non-Healthcare Majors	3	_____
BIOL 1113	Pathology and Microbiology I (Theory)	3	_____
CIS 1053	Computer Essentials	3	_____
ENG 1003	Composition I (must earn a "C" or better)	3	_____
ENG 1013	Composition II (must earn a "C" or better)	3	_____
MATH 1113	Applied Math or higher-level mathematics course	3	_____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
Social Science Elective (3 credit hours) (Select 1 course)			
(Choose any three credit hour course from ECON, GEOG, HIST, POSC, PSY, OR SOC)			
	GEOG, HIST, POSC, PSY, or SOC course	3	_____
ORT	1001 First Year Experience In Funeral Science	1	_____
COMM	1203 Oral Communication	3	_____
Funeral Science Core (39 credit hours)			
FUS	1001 Funeral Service Clinical I	1	_____
FUS	1004 Embalming I	4	_____
FUS	1013 Orientation to Funeral Service	3	_____
FUS	1143 Business and Funeral Service Law I	3	_____
FUS	1522 Business and Funeral Service Law II	2	_____
FUS	2001 Funeral Service Clinical II	1	_____
FUS	2013 Restorative Art	3	_____
FUS	2113 Pathology and Microbiology II (Applications)	3	_____
FUS	2124 Embalming II	4	_____
FUS	2171 Practicum I	1	_____
FUS	2181 Practicum II	1	_____
FUS	2003 Funeral Service Management	3	_____
FUS	2012 Funeral Service Merchandising	2	_____
FUS	2243 Funeral Directing	3	_____
FUS	2253 Funeral Service Psychology and Counseling	3	_____
FUS	2262 Comprehensive Review	2	_____
Program Total 67 – *68 Hours			
*FUS	2011 *Comprehensive Review: Sciences	1	_____
*Students accepted into the program as part-time will be required to take one additional credit hour.			

Additional Requirements:

- 1) Completed all Requirements: Yes No
- 2) Overall 2.50 Cumulative GPA met: Yes No
- 3) Received National Board Exam (NBE) Exam results: Yes No

Updated 11-03-20 cgr

- Update plan to reflect the following:

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.



**TECHNICAL CERTIFICATE PLAN
FUNERAL DIRECTING**

2020-2021

Degree Code: 0510; CIP Code: 12.0302

All technical certificate-seeking students must meet the freshman assessment and placement requirements.

If deficiencies exist, the student must complete the required CPT courses.

A 2.0 GPA is required for graduation from the Technical Certificate in Funeral Directing program.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

This program is designed to allow students the option to serve as funeral directors without the embalming portion of the curriculum. The courses in the Technical Certificate will also meet the pre-requisites of, and apply toward the A.A.S. in Funeral Science.

The academic program is designed to meet specific state or professional needs. It is not accredited by the American Board of Funeral Service Education. Students graduating from this program are not eligible to take the National Board examination or any state board examination for which graduation from an ABFSE accredited program is required.* Visit asumh.edu/ge_fus for gainful employment information.

Name: _____ Date: _____
 Advisor: _____ Student ID# _____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
General Education (19 credit hours)			
ACC 2003	Principles of Accounting I	3	_____
BIOL 1013	Introduction to Human Anatomy and Physiology for Non-Healthcare Majors	3	_____
CIS 1053	Computer Essentials	3	_____
COMM 1203	Oral Communication	3	_____
ENG 1003	Composition I (must earn a "C" or better)	3	_____
MATH 1113	Applied Math or higher-level mathematics course	3	_____
ORT 1011	First Year Experience In Funeral Science	1	_____
Funeral Science Core (17 credit hours)			
FUS 1013	Orientation to Funeral Service	3	_____
FUS 1143	Business and Funeral Service Law I	3	_____
FUS 2003	Funeral Service Management	2	_____
FUS 2012	Funeral Service Merchandising	3	_____
FUS 2243	Funeral Directing	3	_____
FUS 2253	Funeral Service Psychology and Counseling	3	_____
Program Total 36 Hours			

APPENDIX

- Intent to Graduate Application update first page to reflect the following:



INTENT TO GRADUATE
 Degree/Technical Certificate/Certificate of Proficiency Application
 1600 South College Street, Mountain Home, AR 72653
 Phone: 870-508-6181
 Email: adminforms@asumh.edu

Note: Please print **ALL** information.

Name: _____ Student ID#: _____
Name must be exactly as it appears on your Social Security Card

This is a new: address telephone number E-mail address

Address: _____
Mailing address City State ZIP

Student e-mail address: _____@u.asumh.edu Phone: (____) _____

Administrative Use Only:					
GPA:	TOTAL HOURS:	MATRIC DATE:	INIT ATTEND:	INIT ENROLL:	

CHECK **ALL** THAT APPLY:

SCHOOL OF ARTS & SCIENCES ASSOCIATE DEGREES:

- Associate of Arts – Transfer Degree (AAOTD) (020000)
- Associate of General Studies (AGS) (020000)

SCHOOL OF ARTS & SCIENCES ASSOCIATE OF SCIENCE TRANSFER DEGREES:

- Agriculture – **BUSINESS** (ASB) (020000)
- Agriculture – **SCIENCE** (ASB) (020000)
- Business (ASB) (020000)
- Education – K-6 **Mo 270GCA** (ASB) (020000)
- Education – K-12 Special Education **Mo 270GCA** (ASB) (020000)
- Education – Mid Level **Mo 270GCA** (ASB) (020000)
- Choose two of the four subjects below for Middle School Ed:
 Math – Science – Language Arts – Social Studies
- Education – Secondary Social Studies (History) (2 + 2 UCA Program) **Mo 270GCA** (ASB) (020000)
- Liberal Arts & Sciences (ASB) (020000)

SCHOOL OF HEALTH SCIENCES ASSOCIATE OF APPLIED SCIENCE DEGREES:

- Registered Nursing LPN/Paramedic to RN (RN) (020000)
- Paramedic Technology (ASB) (020000)

SCHOOL OF HEALTH SCIENCES TECHNICAL CERTIFICATES:

- EMS (ASB) (020000)
- Health Professions (ASB) (020000)
- Health Sciences (ASB) (020000)
- Paramedic Technology (ASB) (020000)
- Practical Nursing (ASB) (020000)
- Pre-Nursing (ASB) (020000)
- Pre-Physical Therapist Assistant (ASB) (020000)
- Professional Medical Coding (ASB) (020000)

SCHOOL OF HEALTH SCIENCES CERTIFICATE OF PROFICIENCIES:

- Community Paramedic (ASB) (020000)
- Health Professions (ASB) (020000)
- Professional Medical Coder (ASB) (020000)

SCHOOL OF HEALTH SCIENCES BASIC CERTIFICATE:

- Certified Nursing Assistant (CNA) (ASB) (020000)
- Certified Nursing Assistant Medication Assistant (CNA Med) (ASB) (020000)
- Emergency Medical Technician (EMT) (ASB) (020000)
- Phlebotomy (ASB) (020000)

SCHOOL OF BUSINESS & TECHNOLOGY ASSOCIATE OF SCIENCE DEGREES:

- Criminal Justice – Transfer Degree (ASB) (020000)

SCHOOL OF BUSINESS & TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREES:

- Automotive – (AUTAAS) (020000); Workforce Technology (WORTA) (020000)
- Business Administration – Accounting/Finance (BAAF) (020000)
- Business Administration – **Business Operations** (BAOB) (020000)
- Computer Technology and Networking (CTNA) (020000)
- Criminal Justice (CRJA) (020000)
- Cybersecurity (CYBA) (020000)
- Digital Design (DIGD) (020000)
- Funeral Science (FUSAF) (020000)
- Hospitality Management (HOPM) (020000)
- Mechatronics – (MECA) (020000); (WORTA) (020000)
- Programming/Mobile Development (POM) (020000)
- Welding (WEL) (020000)

SCHOOL OF BUSINESS & TECHNOLOGY TECHNICAL CERTIFICATES:

- Accounting/Finance (ACCF) (020000)
- Automotive Systems Repair (AUTOSR) (020000)
- Construction Technology (CONTC) (020000)
- Funeral Directing (FUDIR) (020000)
- General Business (GENBUS) (020000)
- Hospitality (HOSP) (020000)
- Information Systems Technology (IST) (020000)
- Machining Technology (MACH) (020000)
- Mechatronics (MECH) (020000)
- Programming/Mobile Development (POM) (020000)
- Web Development (WEBD) (020000)
- Welding (WEL) (020000)

SCHOOL OF BUSINESS & TECHNOLOGY CERTIFICATE OF PROFICIENCIES:

- A+ Computer Technician (ASCT) (020000)
- Automotive Systems Repair (AUTOSR) (020000)
- CISCO Networking (CISCN) (020000)
- Construction Technology (CONTC) (020000)
- Criminal Justice (CRJC) (020000)
- Gas Metal Arc Welding (MIG) (ASB) (020000)
- Graphic Design (ASGD) (020000)
- Machining Technology (MACH) (020000)
- Mechatronics (Basic Manufacturing) (MECH) (020000)
- Programming/Mobile Development (POM) (020000)
- Web Development (WEBD) (020000)
- Welding (WEL) (020000)

SCHOOL OF BUSINESS & TECHNOLOGY BASIC CERTIFICATE:

- A+ Computer Technician (ASCT) (020000)



YES “While completing some programs of study, students may also be eligible to receive additional Technical Certificates and/or Certificates of Proficiencies, which highlight specific skills in your degree program. By selecting “YES”, I am requesting ASUMH award any other certificates which I may have earned during the completion of my degree program.”

Updated 09-23-2014
 Communications Coordinator

Page 15 **ASUMH Memberships and Affiliations**

- Add the following membership: *National Alliance of Concurrent Enrollment Partnerships (NACEP)*

Page 31 **Golden Age**

- Add the following verbiage: Golden Age tuition waiver is applicable only to Arkansas residents.

CIS **Associate of Applied Science in Cybersecurity**

Page 98

- Remove POSC 1003 Introduction to International Relations from the Business and Computer Core
- Reduce the credit hours required in the Business and Computer Core to 12 hours
- Reduce the Program Total Hours to 60



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DEGREE PLAN
ASSOCIATE OF APPLIED SCIENCE IN CYBERSECURITY

Degree Code: 0151 CIP Code: 11.1003

The program is designed for those students seeking career-oriented skills who can identify, assess, and manage cybersecurity threats. The two-year degree prepares students to defend computer operating systems, networks, and data from cyber attacks.

Student Learning Outcomes for Cybersecurity Program

The Associate of Applied Science in Cybersecurity prepares graduate for entry-level employment and advancement. Students simulate real-world cybersecurity threat scenarios and create opportunities for ethical hacking, security monitoring, analysis and resolution. Students configure and use threat detection tools, perform data analysis and interpret the results to identify vulnerabilities, threats and risks to an organization. The program emphasizes the practical application of the skills needed to maintain and ensure secure operational readiness of systems within an organization.

1. Be employable as an associate security analyst, incident responders, network security analyst, or cybersecurity risk analyst.
2. Implement data confidentiality, integrity, availability and security controls on networks, servers and applications.
3. Develop security principles and policies that comply with cybersecurity laws.
4. Explain the use of technologies, processes and procedures to defend all components of a network.
5. Develop career skills by combining classroom theory with hands-on practical applications.
6. Demonstrate critical thinking, complex problem solving, and collaboration.

Name: _____ Date: _____
 Advisor: _____ Student ID# _____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
General Education Requirements (18 credit hours)			
BUS 2563	Business Communications	3	_____
CIS 1203	Introduction to Computers	3	_____
ENG 1003	Composition I (must earn a "C" or better)	3	_____
ENG 1013	Composition II (must earn a "C" or better)	3	_____
MATH 1113	Applied Math or higher-level mathematics course	3	_____
POSC 2103	United States Government	3	_____
Business and Computer Core (12 credit hours)			
CIS 1023	Programming Fundamentals/Logic	3	_____
CIS 1513	Object Oriented Programming	3	_____
CIS 2723	Cybersecurity Essentials	3	_____
CIS 1103	Networking Concepts	3	_____
Cybersecurity Content (30 credit hours)			
BUS 2843	Project Management	3	_____
CIS 1106	CISCO Network Academy I	6	_____
CIS 1206	CISCO Network Academy II	6	_____
CIS 2683	Computer Forensics	3	_____
CIS 2463	Linux	3	_____
CIS 2913	Ethical Hacking	3	_____
CRJ 2243	Cybersecurity Law and Ethics	3	_____
POSC 1003	Introduction to International Relations	3	_____

Program Total 60 Hours

Certificate of Proficiency Professional Medical Coder

- Correct the course name for HSA 2013 to Medical Terminology

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.



**CERTIFICATE OF PROFICIENCY PLAN
PROFESSIONAL MEDICAL CODER**

2020-2021

Degree Code: 4745; CIP Code: 51.0713

A Certificate of Proficiency may be awarded to students who have demonstrated mastery of skills and knowledge against specified performance standards in a specific area or discipline.

To earn a Certificate of Proficiency in Professional Medical Coder, students must complete the courses below with a grade of "C" or better.

ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.

The program of study can be a stand-alone program or part of a technical certificate or associate degree curriculum and is designed to enhance a person's skill set to make him/her more productive and marketable.

Name: _____ Date: _____
Advisor: _____ Student ID# _____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
Professional Medical Coder Content (17 credit hours)			
<u>Biology Choice 1:</u>			
BIOL 1024	Human Anatomy and Physiology for Healthcare Professions & Lab (must earn a "C" or better)	4	_____
<small>This course also fulfilled by successfully completing these two course numbers: BIOL 1023 and BIOL 1021.</small>			
<u>Biology Choice 2:</u>			
BIOL 2004	Human Anatomy and Physiology & Lab I (must earn a "C" or better)	4	_____
<small>This course also fulfilled by successfully completing these two course numbers: BIOL 2203 and BIOL 2201.</small>			
AND			
BIOL 2014	Human Anatomy and Physiology & Lab II (must earn a "C" or better)	4	_____
<small>This course also fulfilled by successfully completing these two course numbers: BIOL 2223 and BIOL 2221.</small>			
HSA 2013	Medical Terminology (must earn a "C" or better)	3	_____
OTS 2003	Coding I (must earn a "C" or better)	3	_____
OTS 2004	Coding II (must earn a "C" or better)	4	_____
OTS 2013	Healthcare Billing, Compliance, and Reimbursement (must earn a "C" or better)	3	_____

Program Total 17 – 21 Hours

12-01-20 ug

**Computer Information Systems
2913 Ethical Hacking**

- Remove the following verbiage: Pre-requisite: CIS 2243
- Add the following verbiage: Pre-requisite or Co-requisite: CRJ 2243

- CRJ** **Criminal Justice**
Page 182 **2243 Cybersecurity Law and Ethics**
- Add the following verbiage: Pre-requisite: POSC 1003

- HOSP** **Hospitality**
Page 192 **1732 Food/Beverage Sanitation and Safety** Introduces the student to the study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination and work place safety standards. Introduces the student to the fundamentals of responsible alcohol service. (F)
- Change course number to reflect **1733**

- TECH** **Technology**
Page 208 **2314 Programmable Logic Controllers**
- Remove the following verbiage: Pre-requisite: TECH 1514 or instructor consent

- Page 208 **2324 Advanced PLC Topics**
- Add the following verbiage: Pre-requisite: TECH 2314