

COLUMBUS STATE

COMMUNITY COLLEGE

NEW STUDENT ADVISING PACKET

2019-2020

Design, Construction, & Trades



First Semester Advising Overview

Welcome to Columbus State Community College! An essential part of New Student Orientation is getting an introduction to your academic department and scheduling suggestions for your first semester at CSCC. We are excited you have chosen to be a part of our academic community and want to make your transition to college as seamless as possible. This booklet is designed to provide you an overview of academic advising at Columbus State, a timeline for the start of your first semester, and basic information about our program tracks.

WHAT IS ACADEMIC ADVISING?

Academic advising is a collaboration between students and advisors to help students identify their strengths, skills, and abilities. An academic advisor will help students:

- Create an academic map that will assist with course selection and degree completion.
- Encourage students to make responsible decisions about their academic program.
- Help students connect with campus resources to ensure academic success.
- Connect students with faculty members for the most up-to-date information in their field.

STUDENT COMMITMENT TO SUCCESS

Be an active participant in the advising process by being on time and prepared for an advising appointment.

- Create an **Advising Folder** to keep your important academic documents and **bring it with you** to every advising appointment.
- Be familiar with Columbus State policies, campus resources, and academic requirements for your program.
- Regularly check and read your CSCC student email.
- Print a copy of the academic calendar each semester so you can be aware of important dates and deadlines.
- Contact your advisor as soon as possible if you experience personal or academic difficulties.
- Accept responsibility for your decisions and actions that affect your education and goals.

GETTING READY FOR THE FIRST DAY OF CLASSES

Below is our suggested timeline to assure that you are ready to start classes Autumn Semester. We always recommend planning ahead, as waiting until the last minute may cause unneeded stress!

Register for Classes (before August 1)

Waiting to register only increases the chance of your courses filling up. **Last day to register for Autumn Semester classes is August 25th. NO LATE REGISTRATION IS PERMITTED.**

Apply for Financial Aid and Scholarships (before August 1)

Purchase Your Books and Parking Pass (no later than August 21st)

For more information about buying books and materials, hours of operation, financial aid allowances, and other FAQs visit: www.csc.edu/bookstore.

Parking can be a challenge during our peak hours. CSCC's Parking Services posts lot updates on their Twitter feed [@csc_parking](https://twitter.com/csc_parking).

Pay Your Student Fees: Deadline is 7:30 pm on Wednesday, August 21st

Check your CougarWeb account at least 1 week prior to the fee payment deadline to make sure payment has been made or financial aid has processed.

Students who do not pay their fees or set up a payment deferral by August 21 will be dropped from all of their courses.

AUTUMN SEMESTER BEGINS MONDAY, AUGUST 26TH

To learn more about Columbus State Community College's transfer agreements:

Visit our Transfer website at www.csc.edu/academics/transfer.

For more career related information:

Visit Career Services to explore various career tools such as **Career Coach** and **Ohio Means Jobs** at www.csc.edu/services/careers

or see the **Bureau of Labor Statistic's Occupational Outlook Handbook** at www.bls.gov/ooh.

Architecture

The Architecture A.A.S. degree program involves manual and CAD drafting, Building Information Modeling, detailing, product selection and specification, design, the study of architectural history, code evaluation, and other skills used daily in the occupation. Typical job titles are architectural technician, architectural drafter, architectural designer, and architectural renderer.

Certificate Options: Architectural CAD Drafting, Architectural Design, 3-D Visualization.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **MATH 1101** - Math for Construction Sciences (3) or **MATH 1148** - College Algebra (4)
(students planning to pursue a Bachelor's degree should elect to take MATH 1148 instead of MATH 1101)
4. **ARCH 1100** - Visual Communications (1)
5. **ARCH 1120** - Architectural CAD I (1)
6. **ARCH 1276** - SketchUp (3)
7. **CMGT 1121** - Construction Drawings (3)
8. **CIVL 1120** - Construction Materials Science (3)

If more credit hours are needed/wanted after the above options:

1. **ENGL 1100** - Composition I (3)
2. **ESSH 1101** - Introduction to Environmental Science, Safety and Health (3)

Civil Engineering Technology: Civil & Survey

The Civil Engineering Technology A.A.S. degree provides a basis for entry-level careers in all phases of the construction continuum: planning, design, construction, and operations. Program graduates are prepared to work for either private or governmental segments of the construction industry requiring civil engineering technicians. Specific employment positions include manual or computer assisted (CAD) construction drawing and contract document preparation for commercial, heavy and industrial/institutional projects, construction inspection, survey crew operations and construction material quality control and quality assurance.

Certificate Options: Land Surveying (Post- Baccalaureate/ 16 hr. State Board Accredited), Surveying, Bridge to Fundamental Surveying.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ARCH 1120** - Architectural CAD I (1)

Students testing into at least Math 1148 should add the following to the above list:

1. **CIVL 1120** - Construction Material Science (3)
2. **SURV 1410** - Introduction to Surveying (3)
3. **CIVL 1121** - Highway Plan Reading (1)

If more credit hours are needed/wanted after the above options:

1. **CMGT 1121** - Construction Drawings (3)
2. **MATH 1148** - College Algebra (4)

Construction Management

The Construction Management A.A.S. degree program prepares graduates for entry-level employment with all types of construction companies. Students learn estimating, surveying, materials, project planning, scheduling, project management, OSHA construction regulations and more. The Construction Management program prepares graduates for careers in the design, building, operations, and management segments of the construction industry. Inside positions include work assignments in marketing, sales, estimating, and purchasing; field assignments include those in scheduling, cost control, quality assurance, assisting field superintendents, and monitoring safety programs.

Certificate Options: Building Integration Modeling (BIM), Field Supervision, Estimating/Bidding, Residential Construction Management, Facility Conservation and Energy Management.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
4. **CMGT 1105** - Construction Documents (3)
5. **CMGT 1115** - Construction Methods (3)
6. **CMGT 1121** - Construction Drawings (3)
7. **CIVL 1120** - Construction Materials Science (3)

Environmental Science, Safety and Health

The Environmental Science, Safety and Health A.A.S. degree program provides students with a strong foundation in the technical skills necessary for careers in the environmental field/industry and in occupational safety and health. Graduates of the Environmental, Science, Safety and Health A.A.S. degree program work in a wide variety of settings including environmental consulting firms, environmental laboratories, wastewater and water treatment facilities, lead and asbestos abatement contractors, industrial/manufacturing facilities, construction companies, governmental agencies, and other organizations requiring individuals to work in environmental or safety-related positions.

Certificates: HAZWOPER 40-hour, Occupational Health and Safety, Sustainable Building, Water/Wastewater Technology.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
4. **STAT 1350** - Elementary Statistics (3)
5. **ESSH 1101** - Introduction to Environmental Science, Safety and Health (3)
6. **ESSH 1130** - Environmental Laws and Regulations (3)

If more credit hours are needed/wanted after the above options:

1. **GEOL 1101** - Introduction to Earth Science (4)
2. **ESSH 2120** - Environmental Aspects of Soil (3)

Note: Students will need to take **CHEM 1111** for this degree. Students can place directly into this course by passing the science placement test or by having an ACT science score of 22 or higher. If students are not able to place directly into CHEM 1111, they must complete CHEM 0100 before taking CHEM 1111.

Geographic Information Systems

The Geographic Information Systems A.A.S. degree, a fully online STEM program, merges geography and computer technology to apply to the science of where. A geographic information system (GIS) is designed to capture, store, manipulate, analyze, manage, and present spatial or geographical data. This degree program provides students with the skills to become professionals who use, edit, and make better decisions using GIS. With the growth of decision-making using spatial data and geographic locations, many governments and businesses are looking for individuals with these skills and knowledge. Graduates with the Geographic Information Systems A.A.S. degree typically work as GIS technicians and analysts.

Certificate Option: GIS Certificate.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
(by placement)
4. **GIS 1100** - Introduction to GIS (3)
5. **GIS 1101** - Acquiring GIS Data (2)
6. **GIS 1102** - Mapping for Everyone (2)
7. **ITST 1101** - Industrial Applications and Software (2)
8. **GIS Basic Elective** - choose from options on the plan of study

Heating, Ventilating and Air Conditioning Technology

The Heating, Ventilating, and Air Conditioning Technology (HVAC) A.A.S. degree program prepares graduates for a wide variety of occupations in the \$150 billion mechanical environment science field. Graduates find employment as installers, service technicians, estimators, designers, inside or outside sales, code enforcement inspectors and plans examiners, among many others. Work settings include large commercial heating and air conditioning contractors, residential mechanical contractors, parts and equipment distributors, large commercial and industrial facility maintenance departments, hospital facilities maintenance departments, and custom design or new construction markets. Many graduates also find employment with equipment manufacturers in research and development.

Certificate Options: Controls, High Pressure Boiler License Training Program, Large Commercial, Residential/Light Commercial, Test and Balance.

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
(by placement)
4. **ARCH 1100** - Visual Communications I (1)
5. **HVAC 1140** - Principles of Refrigeration (3)
6. **HVAC 1160** - Hand Tools/Safety (3)
7. **HVAC 1180** - Wiring Circuits I (2)
8. **CSCI 1101** - Computer Concepts and Applications (3)

Landscape Design and Management

The Landscape Design and Management A.A.S. degree program prepares students for a variety of careers in the rapidly growing landscape profession including design, estimating, maintenance, project management, sales, and horticulture. Students learn in a design studio environment as well as in the field. The degree program is accredited by the National Association of Landscape Professionals. Landscape Design and Management A.A.S. graduates are qualified for careers as designers, professional sales, installation managers, estimators, irrigation specialists, horticulture technicians, garden center managers, public garden specialists, and tree care specialists. These positions exist both in the private and professional sector as well the public sector, including municipalities, state, and federal government.

Certificate Option: Landscape Certificate

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
(by placement)
4. **HORT 1130** - Plant Sciences (3)
5. **LAND 1160** - Landscape Principles (2)
6. **LAND 1165** - Landscape Survey
7. **LAND 1565** - Landscape Graphics (2)
8. **Science XXXX** - choose a science course from plan of study, **ESSH 2120** is preferred (3-5)

Skilled Trades Facilities Maintenance

The Facilities Maintenance A.A.S. degree program prepares individuals for careers in technical jobs supporting the maintenance, upkeep and light repair of residential, commercial and multi-family properties. Facilities maintenance requires that employees have a broad range of knowledge and skills across multiple trades. The technical coursework in this program provides education and training in five technical skill areas: welding, carpentry, electricity, plumbing, and heating/air conditioning. Some common job titles for graduates include: building maintenance mechanic, building mechanic, equipment engineering technician, facilities manager, maintenance engineer, maintenance mechanic, maintenance supervisor, maintenance technician, and maintenance worker.

Certificate Options: Facilities Maintenance, Carpentry Module, Electrician Module, Plumbing Module, Welding Module

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
(by placement)
4. **ESSH 1170** - OSHA 10 HR. General Industry Safety & Health (1)
5. **First 8-Week Term: SKTR 1120** - Carpentry: Fundamentals (2)
Second 8-Week Term: SKTR 1320 - Carpentry: Structural Framing I (2)
6. **First 8-Week Term: SKTR 1110** - Electrical: Fundamentals (2)
Second 8-Week Term: SKTR 1310 - Electrical: Wiring I (2)
7. **ARCH 1100** - Visual Communications I (1)
8. **CSCI 1101** - Computer Concepts & Applications (3)

Skilled Trades Welding

The Skilled Trades Welding A.A.S. degree program prepares individuals for careers in technical jobs supporting the welding industry. Welding requires that employees have a broad range of knowledge and skills. The technical coursework in this program provides education and training in these welding processes: shielded metal arc, gas metal arc, gas tungsten arc, and flux cored arc. Some common job titles for graduates include braze operator, fabricator, finishing technician, fitter-welder, machine operator, MIG welder, operator, robot operator, spot welder, and technical associate (TA).

Certificate Options: Welding Module, Intermediate Pipe and Plate TIG Welder, Intermediate Pipe I Welder, Intermediate Pipe II Welder, Intermediate Welder

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **COLS 1100 or COLS 1101** - First Year Experience Seminar (1)
2. **ESL coursework and/or Developmental Education courses (if needed)**
3. **ENGL 1100** - Composition I (3)
(by placement)
4. **SKTR 1101** - Survey of the Construction Industry (2)
5. **SKTR 1180** - Welding: Introduction to Stick (2)
6. **SKTR 1280** - Welding: Oxyfuel Methods and Plasma Cutting (2)
7. **SKTR1300** - Construction Industry Employability Skills (2)
8. **SKTR1380** - Welding: Introduction to MIG (2)
9. **ENGT 1115** - Engineering Graphics (3)

Skilled Trades Apprenticeship Readiness

The Apprenticeship Readiness Certificates are plans of study used primarily to allow individuals without any practical experience or craft training to both explore what it is like to work within the carpentry, electrical, plumbing or welding fields and more importantly, to become a valid candidate for an apprenticeship in these areas. Columbus State has been working with area apprenticeships since 1999. Based on what they are looking for in candidates, we have put together a list of courses to help streamline the process of becoming a valid candidate, while at the same time allowing individuals the opportunity to explore these skilled crafts to better determine both their own abilities and their desire to pursue a career in one of these fields.

Certificate Options: Carpenter Apprenticeship Readiness, Electrician Apprenticeship Readiness, Plumbing Apprenticeship Readiness, Sheet Metal Apprenticeship Readiness

FIRST SEMESTER SCHEDULING SUGGESTIONS

1. **Developmental Courses** - includes all DEV courses
2. **ENGL 1100** - Composition I (3)
3. **SKTR 1101** - Survey of the Construction Industry (2)
4. **Appropriate SKTR courses based on specific certificate:**
 - A. **Electrician** -
First 8-Week Term: SKTR 1110 (2)
Second 8-Week Term: SKTR 1310 (2)
 - B. **Plumbing** -
First 8-Week Term: SKTR 1140 (2)
Second 8-Week Term: SKTR 1340 (2)
 - C. **Carpentry** -
First 8-Week Term: SKTR 1120 (2)
Second 8-Week Term: SKTR 1320 (2)
 - D. **Sheet Metal** -
First 8-Week Term: SKTR 1180 (2)
Second 8-Week Term: SKTR 1380 (2)
5. **MATH 1024** - Mathematics of Measurement (2)
6. **ARCH 1100** - Visual Communications I (1)

ENGINEERING & TRANSPORTATION TECHNOLOGIES / DESIGN, CONSTRUCTION, & TRADES ADVISING

Academic Advising for the following majors:

- **Engineering & Transportation Technologies**
 - Aviation Maintenance
 - Electro-Mechanical Engineering
 - Electronic Engineering Technology
 - Mechanical Engineering Technology
 - Supply Chain Management
 - Logistics Engineering
- **Design, Construction & Trades**
 - Architecture
 - Civil Engineering Technology
 - Construction Management Technology
 - Environmental Science, Safety & Health
 - Geographic Information Systems
 - Heating, Ventilating & Air Conditioning
 - Landscape Design & Management
 - Skilled Trades:
 - *Facilities Maintenance* • *Welding*

Academic Advisors:

Nichole Braun	Monday — Friday nbraun@cscce.edu
Allison deVerteuil	Tuesdays/Thursdays adeverte@cscce.edu
Sarah Dimick	Monday sdimick@cscce.edu

Email: edct@cscce.edu

Academic Advising Hours & Location:

Location: Davidson Hall Room 205

Walk-In Hours:
Vary by day

Appointments:
Vary by day; Schedule in Starfish

How to schedule appointments via Starfish:
www.cscce.edu/services/advising/be-advising.shtml

Why should you set up an appointment with your Academic Advisor?

Your Advisor can:

- Help you develop a semester-by-semester plan to successfully complete your degree requirements
- Discuss your academic progress and set up an action plan for success
- Help you identify campus resources to assist with career planning
- Assist with transfer planning

Tips for Success

- Meet with your academic advisor 1–2 times per academic year to develop an academic plan
- Keep an “Advising Folder” with all of your advising materials and bring it with you to your advising session. Your folder should include:
 - *a copy of your semester plan*
 - *a copy of your plan of study*
 - *a copy of your degree audit*
 - *questions you may have*
- Connect with faculty within your program to learn about job market trends