

# DIVISION OF TECHNOLOGY AND LIBERAL STUDIES

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The Division of Technology & Liberal Studies provides the Associate of Arts degree as well as programs that lead to opportunities available in business and industry regionally and worldwide. Rhodes State College recognizes the value of a liberal arts education, and offerings within the Division prepare students for transfer as well as applied programs of study. Information and Engineering Technology programs provide solid technical skills to propel students into careers within a sector that is ever-evolving. Business programs prepare students for careers in areas such as accounting, management, human resource, and marketing.

## Majors

### Accounting, Banking and Real Estate

- Accounting Major

### Construction Engineering Technology

- Concrete Technician Certificate

### Information and Emerging Technology

- Network Security
- Web Programming/Computer Programming

### Integrated Systems Technology

- Electro-Mechanical Engineering Technology
- Manufacturing Engineering Technology
- Mechanical Engineering Technology
- Electronic Engineering Technology

### Management and Marketing

- Business Administration Major
- Digital Marketing and Media
- Human Resource Major

## Technical Standards Statement

While many of the skills and abilities required by these standards are expected to develop and/or improve during the course of training, candidates seeking technical degrees within the Division of Technology & Liberal Studies must be able to perform the following essential skills/functions with or without reasonable accommodations. Prospective students with disabilities may want to pay careful attention to this information; if there are concerns, Accommodative Services can be contacted for assistance.

1. **Observation:** Students must be able to acquire a defined level of required information as presented through educational experiences in both basic arts and technical sciences. To achieve the required competencies in the classroom setting, students must perceive, assimilate, and integrate information from a variety of sources. These sources include oral presentation, printed material, visual media, and live demonstrations. Consequently, students must

demonstrate adequate functional use of visual, tactile, auditory and other sensory and perceptual modalities to enable such observations and information acquisition necessary for academic and laboratory performance.

2. **Communication:** Effective communication is critical for students to build relationships with faculty, advisors, fellow students, and clients in the student's various roles of learner, consultant, and leader. Students must be able to gather, comprehend, utilize and disseminate information effectively, efficiently and according to professional standards. Students are required to communicate in the English language both verbally and in writing, at a level consistent with competent professional practice. Students are expected to use grammar and vocabulary proficiently. They must be able to elicit information, gather information, and describe findings verbally and in writing. This communication should be comprehensible by professionals and laypersons.
3. **Intellectual and Conceptual Abilities:** Students must demonstrate critical thinking skills so they can problem-solve creatively, master abstract ideas, and synthesize information presented in academic, laboratory, and fieldwork settings. Students must be able to measure, calculate, reason, analyze, process, integrate, synthesize, apply and retain facts, concepts, and data related to the arts and sciences. In some areas, this requires comprehension of three-dimensional relationships and understanding of the spatial relationships of structures. Students must develop and exhibit a sense of ethics, and recognize and apply pertinent legal and ethical standards.
4. **Motor Skills:** Students must possess the motor skills required to properly manipulate tools and/or necessary equipment within their chosen discipline. These skills will vary depending on the particular program and laboratory settings. Students must possess the coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.
5. **Behavioral and Social Skills:** Students must demonstrate emotional stability and acceptable communication skills, and be capable of developing mature and effective academic relationships with their faculty and other students. Students must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties. Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are all personal qualities that should be adopted and nurtured during the education process.
6. **Professional Responsibility:** Students must demonstrate professional attitudes and behaviors that reflect a sense of right and wrong in their chosen area of discipline and their working environment.

Students must be in attendance for classroom instruction/discussion (or meet defined "attendance" requirements for online and self-directed coursework) and possess organizational skills and stamina for performing and completing required tasks and assignments within allotted time frames. Students will learn and demonstrate their ability to work cooperatively and collaboratively with fellow students on assigned projects and participate willingly in a supervisory process involving evaluation of abilities and reasoning skills.

Students must comply with all policies set forth by the college that regulate student activity and behavior. This includes matters ranging from professional dress and behavior to knowledge of and commitment to the code of ethics of their profession.