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**This Booklet** is intended to help individuals learn more about the technical “Career Programs” offered by UACCM. For more information about these programs, about UACCM, or for counseling on what program is right for you, contact our friendly admission representatives at (501) 977-2053 or see for yourself by going online to [www.uaccm.edu](http://www.uaccm.edu).



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## Degree Explanations

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- **(A.A.S.) The Associate of Applied Science degrees** combine classroom instruction with “hands-on” training in a variety of technical, business, health, and service-related career fields. These programs are designed to prepare individuals to enter the job market in just 24 months. Program completion time is based on full-time enrollment of 15 credit hours or more during the semester. 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 A.A.S. degrees are not accepted in transfer toward bachelor’s degrees. However, students may contact the transferring institution and inquire about the transfer of specific courses, getting any assurances in writing.
- **Technical Certificates** are typically 12 to 18 months in length and provide entry-level skills in specific technical, industrial, business, health, and service-oriented career fields.
- **Certificates of Proficiency** are 8 to 16 credit hour awards. The Certificate of Proficiency in dietary management follows the curriculum prescribed by the Dietary Managers Association. The Certificate of Proficiency in early childhood development provides coursework for students desiring to pursue the CDA-credential. The Certificate of Proficiency in emergency medical technology-basic prepares students to take the National Registry Emergency Medical Technician-Basic Examination. Certificates of Proficiency in computer information systems are offered in the areas of computer maintenance and networking technology. The Nursing Assistant Certificate of Proficiency is an approved training and testing program that meets state and federal requirements and prepares graduates to provide caregiving in long-term care facilities, home health agencies, and hospitals assisting dependent elderly, home care clients, and hospital patients. Certificates of Proficiency in welding technology are offered in the areas of structural welding and pipe welding.

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## Source

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Most “Arkansas-Local Area Wages” information in this booklet was provided by the U.S. Department of Labor - Bureau of Labor Statistics – Occupational Employment Statistics from May 2004

# Accounting

Certificate of Proficiency Technical Certificate A.A.S. **Courses include but are not limited to:**

- Principles of Accounting I and II
- Payroll Accounting
- Tax Accounting
- Computerized Accounting
- Electronic Calculators
- Electronic Spreadsheet
- Professional Development
- Business Law

**Description:**

The Associate of Applied Science degree with an Accounting emphasis prepares students for entry-level accounting or bookkeeping positions.

Computer software applications currently taught are Windows XP, Microsoft Office 2003 (includes Word, Excel, Access, and PowerPoint), Peachtree and QuickBooks Accounting software, and ProSystems fx tax preparation software.

**After UACCM****Graduates are employed as:**

- Accounting assistants
- Payroll clerks
- Bank employees
- Accounts receivable clerks
- Accounts payable clerks

**Arkansas - Local Area Wages:**Entry-level Annual Wage: . . . . **\$17,980**Median Annual Wage: . . . . . **\$22,290****Examples of potential employers:**

CPA or accounting offices, Green Bay Packaging, Arkansas Kraft Division, American Management, Sound-Craft Systems, Inc., and various insurance companies, banks, and government offices.

# Air Conditioning & Refrigeration

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

Courses include but are not limited to:

- Refrigeration Systems and Components
- Schematics
- Introduction to Air Conditioning and Refrigeration
- Piping and Load Calculations
- Commercial Refrigeration
- Heating Technology
- Computer Aided Drafting
- Fundamentals of Electricity
- Introduction to Digital Systems
- Motors and System Controls
- Programmable Logic Controls

## Description

The Air Conditioning and Refrigeration program includes courses in electricity, motors, domestic refrigeration, heating, and air conditioning. Students learn to install, service, and repair air conditioning and heating units in homes, schools, and commercial and industrial businesses.

Heating, air conditioning and refrigeration systems consist of many mechanical, electrical, and electronic components including motors, compressors, pumps, fans, ducts, pipes, thermostats, and switches. Technicians must be able to maintain, diagnose, and correct problems throughout the entire system. They follow blueprints, design specifications, and manufacturer's instructions to install motors, compressors, condensing units, evaporators, piping, and other components.

Knowledge of electronics is helpful, as well as having a mechanical aptitude. Students need a solid math background – program requires Applied Technical Math.

## After UACCM

Graduates are employed as:

- Residential repair technicians
- Refrigeration and maintenance technicians in manufacturing or industrial plants and hospitals
- Commercial refrigeration technicians

## Arkansas - Local Area Wages:

Entry-level Annual Wage: . . . . \$25,950  
Median Annual Wage: . . . . . \$33,220  
This income could be considerably higher, up to \$60,000 - \$70,000 per year, after some experience in commercial refrigeration.

## Examples of potential employers:

Residential and commercial air conditioning companies, Baptist Medical Center, Tyson Foods, ConAgra, Carrier Air Conditioning, Henry Management, Inc.

Certificate of Proficiency Technical Certificate A.A.S. 

# Automotive Collision Repair

Courses include but are not limited to:

- Auto Body Fundamentals
- Auto Body Electrical & Mechanical Systems
- Materials and Processes
- Non-Structural Analysis and Repair I and II
- Refinishing Procedures and Applications
- Refinishing Products
- Advanced Automotive Refinishing
- Structural Analysis and Repair
- Color Theory
- Auto Body Shop Management
- Special Projects

## Description:

The Automotive Collision Repair program provides training for students in the following areas of auto body repair: Body and Frame Construction, Metal Repair, and Refinishing Techniques. Students will be taught to repair frames, do plastic repair, replace glass, prepare computerized estimates, and use various hand and power tools to prepare, finish, and paint damaged surfaces. The program also covers customized paint jobs and vehicle restoration.

Seminars from paint manufacturers, such as PPG or DuPont, will be held periodically. Base coat, clear coat, pearls, and candies are all included in the program. Students will spray a number of vehicles from start to finish while enrolled in the program and, during the second, third, & fourth semesters, students may bring their own vehicles.

**\*\* The Associate of Applied Science degree program in Automotive Collision Repair is the only such A.A.S. program offered in the state of Arkansas.**

## After UACCM

### Arkansas - Local Area Wages:

Entry-level Annual Wage: . . . . \$25,150  
Median Annual Wage: . . . . . \$35,760

### Examples of potential employers:

Cogswell Motors, 3M, Hagans Dodge-Chrysler-Plymouth-Jeep, Allison Ford-Lincoln-Mercury, Koch's Body Shop, Morrilton Body Shop, Conway Collision Center, and a variety of other auto body or auto dealerships.

### Graduates are employed as:

- Instructors at technical colleges
- Professional estimators
- Professional refinishers
- Self-employed auto body shop owners
- Insurance adjustors
- Paint/supply representatives
- Parts store managers

# Automotive Technology

Courses include but are not limited to:

- Electrical/Electronic Systems
- Brakes
- Engine Repair
- Power Trains
- Heating and Air Conditioning (climate control)
- Automatic Transmissions
- Engine Performance
- Chassis and Steering

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

## Description:

Formal training in the automotive field is becoming more important due to the advances in technology and changes in the structures, components, and materials used in automobiles. Certification by the National Institute for Automotive Service Excellence (ASE) is the recognized standard of achievement for auto repair technicians. To become certified, a technician must pass a written examination and must have at least two years experience (completion of a post-secondary program in Automotive Repair may be substituted for one year of work experience).

UACCM's Automotive Technology program teaches the eight Automotive Service Excellence (ASE) test areas. The courses cover the auto from the front bumper to the rear bumper. Students will learn to diagnose trouble accurately through use of electronic computer boards and computerized equipment. There is an hour each day of classroom instruction, and the lab time is spent working on autos in our well-equipped shop. Reading, basic math, and computer skills are essential to success since auto repair requires such precision. Major tools needed for this program are provided. Basic hand tools are provided by the student.

**\*\* UACCM's Associate of Applied Science degree in Automotive Technology is the only program in the state of Arkansas that teaches gear trains and automatic transmission repair.**

## After UACCM

Graduates are employed as:

- Independent shop owners/operators
- Shop managers in auto dealerships
- Parts store managers
- Managers of nationwide trucking companies
- Owners of trucking companies and truck shops
- Line mechanics

## Arkansas - Local Area:

Entry-level Annual Wage: . . . \$22,000  
Median Annual Wage: . . . . . \$31,500

## Examples of potential employers:

Allison Ford-Lincoln-Mercury, John Walters Chevrolet-GEO, Jodie Brown Motors, Cogswell Motors, parts stores, independent shops.

# Business Office Technology

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

Courses include but are not limited to:

- Business Communications I and II
- Word Processing I and II
- Proofreading and Transcription Skills
- Professional Development
- Business Procedures
- Principles of Accounting I
- Bookkeeping
- Keyboarding Skills II
- Document Formatting
- Database Management

## Description

The Associate of Applied Science degree with a Business Office Technology emphasis provides students with an in-depth knowledge of business, computer, and communication skills necessary for today's office professional. Students will acquire skills to assist them in working with others and handling administrative responsibilities.

Computer software applications currently taught are Windows XP, Microsoft Office 2007 (includes Word, Excel, Access, and PowerPoint), and Peachtree Accounting.

## After UACCM

### Arkansas - Local Area Wages:

#### Administrative Assistant:

Entry-level Annual Wage: . . . \$16,110

Median Annual Wage: . . . . . \$21,400

#### File Clerk:

Entry-level Annual Wage: . . . \$13,120

Median Annual Wage: . . . . . \$16,050

#### Payroll Clerk:

Entry-level Annual Wage: . . . \$16,680

Median Annual Wage: . . . . . \$22,280

#### Data Entry Clerk:

Entry-level Annual Wage: . . . \$16,740

Median Annual Wage: . . . . . \$19,520

#### General Office Assistant:

Entry-level Annual Wage: . . . \$13,290

Median Annual Wage: . . . . . \$17,140

#### Receptionist:

Entry-level Annual Wage: . . . \$13,620

Median Annual Wage: . . . . . \$18,350

### Graduates are employed as:

- Administrative assistants
- File clerks
- Receptionists
- General office assistants
- Data entry clerks

### Examples of potential employers:

Axiom Corporation, Green Bay Packaging, Arkansas Kraft Division, Winrock International, American Management, Sound-Craft Systems, Inc., and various insurance companies, banks, and small businesses.

# Computer Information Systems

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-  Certificate of Proficiency
-  Technical Certificate
-  A.A.S.

Courses include but are not limited to:

- Local Area Networking
- Wireless Networking Technology
- Network Security Concepts
- Microsoft and Linux Operating Systems
- Computer Programming
- Internet Technologies
- Computer Hardware & Software Maintenance

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## Description:

The Computer Information Systems (CIS) program is designed to provide students with computer repair, networking, and programming skills that will prepare them for careers in today's emerging information technology (IT) field.

With an emphasis on industry-standard certifications, the CIS program provides an in-depth understanding of the skills employers are looking for in their IT staff. Our program is not just classroom based: students learn in a hands-on laboratory environment that provides real-world experience in applying the knowledge they have gained.

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## After UACCM

Graduates are employed as:

- Network administrators
- Help desk specialists
- Service Technicians

Arkansas - Local Area:

Entry-level Annual Wage: . . . \$24,620

Median Annual Wage: . . . . . \$45,760

## Examples of Employers:

Axiom, Alltel, Arkansas Department of Information Services, Conway Corporation, Dillards, Microsoft, Ozark Health, UAMS, area school districts, and other local corporations.

# Dietary Management

Certificate of Proficiency

Technical Certificate

A.A.S.

Courses include but are not limited to:

- Field Experience I
- Food Safety and Sanitation
- Managing Food Service Programs
- Field Experience II
- Diet Therapy
- Field Experience III
- Food Services Administration
- Nutrition

## Description:

The Dietary Management Program is designed for individuals who wish to obtain the Certified Dietary Manager (CDM) credential. The program follows the curriculum prescribed by the Dietary Managers Association (DMA), which is the national professional organization for dietary managers.

The Dietary Management Program consists of classroom instruction and field experiences. Field experiences will be scheduled on an individual basis. Students working in a health-related facility may be able to complete their field experience at their places of employment. Successful completion of this program will enable the student to take the exam to become a Certified Dietary Manager

## After UACCM

Graduates are employed in:

- Hospitals
- Long Term Care Facilities
- Schools
- Restaurants
- Armed Forces

Examples of potential employers:

St. Anthony's Healthcare, Conway Regional Medical Center, Dardanelle Hospital, Brookridge Life Care, Riverview Healthcare Center, St. Andrews Place, school districts, Johnson Regional Medical Center, St. Mary's Regional Medical Center, and the military.

Arkansas - Local Area:

**Regional Area:**

Entry-level Annual Wage: . . . \$28,696

Median Annual Wage: . . . . . \$32,272

**Requirements:**

- Completion of all general admission requirements to UACCM
- Immunization record showing proof of immunity against measles and rubella
- Current negative TB skin test
- Malpractice insurance

# Drafting Technology

Courses include but are not limited to:

- Computer Aided Drafting
- Parametric Drafting
- Residential Drafting I and II
- Advanced Drafting
- Machine Drafting
- Structural Drafting
- Specialty Drafting

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

### Description:

The Drafting Technology program covers a wide range of drafting experiences including basic drafting fundamentals, computer-aided 2D and 3D techniques, residential and structural drafting, machine drafting, and experiences with pipe, electrical, sheet metal, and welding drafting techniques. Drafting Technology involves digital drawing using precise measurements and specifications and working from rough sketches provided by engineers or architects. The most recent releases of AutoCAD, AutoCAD Inventor, and AutoCAD Architectural Desktop are used in the appropriate Computer Aided Drafting (CAD) courses.

### After UACCM

Graduates are employed as:

- Drafters
- Drafting technicians
- Drafting designers
- Architectural designers
- Structural technicians

### Arkansas - Local Area:

#### Architectural/Civil:

Entry-level Annual Wage: . . . \$19,430

Median Annual Wage: . . . . . \$26,430

#### Mechanical:

Entry-level Annual Wage: . . . \$31,850

Median Annual Wage: . . . . . \$33,270

#### Electrical:

Entry-level Annual Wage: . . . \$27,470

Median Annual Wage: . . . . . \$36,950

### Examples of potential employers:

Russellville Steel, Arkansas Highway Department, U.S. Army Corps of Engineers, Coreslab, Innovation Industries, Inc., Carter & Burgess, Inc., International Corporation, B&B.COM, Tyler Engineering, Grace Manufacturing.

# Early Childhood Development

- Certificate of Proficiency ✖
- Technical Certificate ✖
- A.A.S. ✖

**Courses include but are not limited to:**

- CPR and First Aid
- Child Guidance
- Health and Safety for Children
- Management and Administration of Early Childhood Programs
- Facilities and Equipment
- Early Childhood Theory and Practices
- Educational Technology

**Description:**

The Early Childhood Development Program combines classroom study and lab experience with children ages 1-year to 5-years old. Students gain an understanding of the social, emotional, intellectual, and physical growth and development of children.

Lab experience is gained through UACCM's Earle Love Child Study Center, a fully licensed child care center. The center serves students enrolled in UACCM by providing on-campus child care. Children have a structured routine including developmentally appropriate activities, stories, singing, and rest time.

Completion of the AAS program includes 320 hours in the lab.

**After UACCM**

**Examples of potential employers:**

Earle Love Child Study Center, Morrilton Early Learning Enrichment Center, Beginnings, Child Development, Inc., Kids First, and CAPCA.

**Arkansas - Local Area:**

**Arkansas - Local Area - Preschool Teachers:**

Entry-level Annual Wage: . . . \$13,070  
Median Annual Wage: . . . . . \$16,920

**Graduates are employed as:**

- Child care facility owners and directors
- Child care center directors
- Head Start teachers
- Infant/toddler teachers
- Preschool teachers
- Assistant teachers
- Arkansas Better Chance paraprofessionals

**Preschool and Child Care Center**

**Administrators:**

Entry-level Annual Wage: . . . \$24,570  
Median Annual Wage: . . . . . \$34,590

# Emergency Medical Technology-Basic

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

Practical skills labs include:

- Vital Signs
- Patient History
- Personal Protective Equipment
- Lifting and Moving Patients (Gurney Operations)
- Scoop Stretcher
- Flat Emergency Moves
- Backboard/Log Roll
- Airway and Ventilation Skills
- Medical Skills
- Trauma Skills
- Pediatric Skills

Description:

This course is an introduction to the study of emergency medical services and the basic principles, procedures, and techniques of pre-hospital emergency care. Course content includes medical/legal/ethical topics, patient assessment, medical and traumatic injuries, emergencies with emphasis on life-threatening conditions, airway and ventilation skills, cardiopulmonary resuscitation, and spinal immobilization and splinting.

Instruction includes a minimum of 120 contact hours of lecture and 48 hours of clinical practice, which includes 24 hours in the emergency room setting and a minimum of six emergency calls with an ambulance service. The course is based on the National Standard Curriculum Guidelines as developed by the Department of Transportation. Successful completion of this course prepares the student to apply for the National Registry Emergency Medical Technician-Basic Examination.

After UACCM

Graduates are employed as:

- Emergency Medical Technicians

Examples of potential employers:

Med-Tech EMS of Conway County, Conway Regional Emergency Response Team, Air Evac Life Team, and Southern Paramedic Services.

Requirements:

- Be a minimum of 18 years of age
- Possess a current Healthcare Providers CPR certification
- Be covered by malpractice insurance
- Be able to lift to a height of 33 inches.
- Be able to carry 125 pounds.
- Have a clear background check.

Arkansas - Local Area:

Entry-level Annual Wage: . . . **\$12,330**

Median Annual Wage: . . . . . **\$15,080**

# Graphic Design

Certificate of Proficiency

Technical Certificate

A.A.S.

## Courses include but are not limited to:

- Drawing I Studio
- 2-D Design
- Introduction to Photography
- Graphic Design I and II
- Digital Illustrations
- Electronic Page Layout and Prepress
- Digital Imaging
- Advertising

### Description:

The Graphic Design program prepares students for careers in the second largest industry in the world – print and publishing. Students will learn copy planning and layout, typesetting, production of camera-ready artwork, basic photography, and a variety of software packages. General art/drawing skills are important.

The Graphic Design program is a hybrid area that blends technology with creativity. The design industry is a client-driven industry where the client dictates the end design. Sales and public relations skills are vital in being able to relay your creative talent to the potential client.

Graphic designers create promotional displays, marketing brochures, and visual designs for reports, corporate literature, and distinctive logos for products or businesses. Designers may be responsible for the marketing media and even the overall layout and design of magazines, newspapers, journals and other publications.

During the course of the program, students will begin developing their portfolio. This will be the foundation of creative design which they will continue to build upon when marketing their skills to future potential clients.

### After UACCM

#### Arkansas - Local Area:

Entry-level Annual Wage: . . . . **\$16,090**

Median Annual Wage: . . . . . **\$23,450**

#### Examples of potential employers:

Petit Jean Country Headlight, Monster Graphix, Inc., Illustrated Sportswear, Nicholson Group, Log Cabin Democrat, Russellville Courier, Synergy Marketing Group, Marketing Solutions, Russellville Printing, Image & Strategy, Creative Concepts, The Ad Group, Inc.

#### Graduates are employed as:

- Graphic design supervisors
- Graphic designers - silkscreen company
- In-house graphic designers
- Web page designers
- Photographers
- Graphic designers - newspapers and magazines

# Nursing Assistant

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

Courses include but are not limited to:

- Human Anatomy and Physiology I
- Nutrition
- Medical Terminology
- Professional/Ethical Issues
- Nursing Assistant
- Clinical Nursing Assistant Practicum

Description:

The Nursing Assistant program, approved by the Department of Health, Office of Long Term Care, is a program that consists of classroom instruction and skills training. The skills training is a combination of skills demonstration and skills performance in the clinical area with residents of a long-term care facility.

This program prepares students in providing competent and skilled nursing care to residents in long-term care, hospice, and acute care facilities. Upon successful completion of NUR 1003 Nursing Assistant and NUR 1011 Clinical Nursing Assistant Practicum courses within the Certificate of Proficiency, the student is prepared to take the state competency evaluation examination to be certified. The other course requirements in the Certificate of Proficiency are prerequisites to the Practical Nursing program.

After UACCM

Graduates are employed in:

- Long Term Care Facilities
- Skilled Nursing Homes
- Home Health Care
- Rehabilitation Centers

Examples of potential employers:

St. Anthony's Healthcare, State Health Department in Home Care/Hospice, Conway Regional Medical Center, Dardanelle Hospital, Brookridge Life Care, Riverview Healthcare Center, St. Andrews Place, Johnson Regional Medical Center, St. Mary's Regional Medical Center

Arkansas - Local Area:

Entry-level Annual Wage: . . . \$16,426  
Median Annual Wage: . . . . . \$18,257

Requirements:

- Completion of all general admission requirements to UACCM
- Current American Heart Association Healthcare Provider CPR certification (AHA/BLS-HCP)
- Current negative TB skin test
- Current background check free of any convicted misdemeanor or felony
- Malpractice insurance

# Petroleum Technology

- Certificate of Proficiency 
- Technical Certificate 
- A.A.S. 

**Courses include but are not limited to:**

- Medic First Aid
- Introduction to the Petroleum Industry
- Motors and Systems Controls
- Introduction of Digital Systems
- Drilling Operations
- Completion Operations
- Production Operations
- Petroleum Regulations and Safety
- Hydraulics and Pneumatics
- Introductory Well Control
- Gas Management

**Description:**

The Petroleum Technology program is designed to prepare students with a general education foundation and technical competencies for employment opportunities in the emerging and expanding natural gas drilling, gathering, and field operations industry.

The program provides specialized education in oil and gas exploration, production, and development. It is designed for individuals pursuing jobs and careers in the Fayetteville Shale play, one of the country’s largest known unconventional reserves of natural gas.

**\*\* This Associate of Applied Science degree program in Petroleum Technology is the only such program offered in the state of Arkansas.**

**After UACCM**

**Arkansas - Local Area:**

Average Entry-level  
 Annual Wage: . . . . . **\$45,560**  
 Median Annual Wage: . . . . . **\$54,530**

**Examples of Employers:**

SEECO Inc., DeSoto Drilling Inc., Schlumberger, TXD Services, Key Energy

**Graduates are employed as:**

- Team assistants
- Field operators
- Drilling technicians
- Measurement technicians
- Pipeline operators
- Lab technicians
- Technical support analysts
- Customer service representatives

The department has an industry-supported scholarship program available for qualifying students. This program was established to encourage and enable individuals to pursue educational opportunities that will prepare them for jobs in Arkansas’ petroleum industry.

# Practical Nursing

Courses include but are not limited to:

- Human Anatomy and Physiology I and II
- Personal/Vocational Relationships
- Pharmacology I, II and III
- Geriatrics
- Basic Nursing I, II and III
- Maternal/Child
- Med-Surg Nursing I and II
- Nutrition
- Mental Health
- Clinical Practicum I, II and III

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

## Description:

The practical nursing program prepares students for the national licensure exam for practical nurses. Students spend time in the classroom and in clinical experiences. Clinical labs are completed in nursing homes, hospitals, and other healthcare facilities. Clinical practicum is planned to provide students with varied experiences; therefore, students may have a portion of their clinical experience in facilities in Morrilton, Conway, Russellville or other areas as needed.

This program prepares students to assist in providing general nursing care under the direction of a registered nurse, physician, or dentist. Instruction consists of theory and supervised practice in areas required by the State Board of Nursing.

### After UACCM

Graduates are employed in:

- Hospitals
- Clinics
- Nursing homes
- Home health care
- Public schools
- Mental health facilities
- Industry

### Examples of potential employers:

St. Anthony's Healthcare, Conway County Health Department, Baptist Health, Conway Regional Health System, Tyson Foods, Dardanelle Hospital, Brookridge Life Care, Riverview Manor, UAMS, St. Andrews Place, Arkansas Children's Hospital, Johnson County Hospital, Hospice Home Care, Inc., U.S. Armed Forces.

Upon successful completion of the practical nursing program, students will be eligible to apply for the National Licensure Exam for Practical Nursing. All states require Licensed Practical Nurses to pass a licensing examination after completion of a state-approved practical nursing program.

### Arkansas - Local Area Wages:

Entry-level Annual Wage: . . . \$20,270  
Median Annual Wage: . . . . . \$23,510

# Retail Marketing

Certificate of Proficiency

Technical Certificate

A.A.S.

## Courses include but are not limited to:

- Marketing Principles
- Selling
- Visual Merchandising
- Business Graphics
- Retailing
- Advertising
- Professional Development
- Business Procedures
- Supervisory Management
- Business Law
- Principles of Accounting I
- Bookkeeping
- Entrepreneurship (elective)

## Description:

The Associate of Applied Science degree with a Retail Marketing emphasis prepares students for entry-level and middle management positions in marketing for business and industry. Students will acquire skills to assist them in the various aspects of management and marketing. This degree also prepares students for small-business ownership.

Students who choose this degree should like working with the public on a constant basis and should be available to work during non-traditional work hours.

## Arkansas - Local Area:

### Advertising Sales Agent:

Entry-level Annual Wage: . . . \$17,270

Median Annual Wage: . . . . . \$30,700

### Sales Representative:

Entry-level Annual Wage: . . . \$25,070

Median Annual Wage: . . . . . \$36,170

### Department Manager:

Entry-level Annual Wage: . . . \$19,970

Median Annual Wage: . . . . . \$29,180

## After UACCM

### Graduates are employed as:

- Sales representatives
- Department managers
- Owners/managers of small businesses
- Visual merchandisers
- Advertising sales agents

### Examples of potential employers:

Payless Shoesource, Lowe's, Wal-Mart, Target, Sears, Radio Shack, other various retail stores, KVOM, newspapers, magazines.

# Surveying Technology

Courses include but are not limited to:

- Introduction to Geographic Information Systems
- Plane Surveying
- Introduction to CAD & Surveying Software
- Construction & Route Surveying
- Boundary Surveying
- Legal Principles and Boundaries
- Boundary Evidence & Procedures
- Topographic & Civil Mapping
- Global Positioning Systems
- Survey Plats and Deeds

- Certificate of Proficiency
- Technical Certificate
- A.A.S.

## Description:

Surveyors establish official boundaries, write descriptions of land for deeds and leases, and measure construction and mineral sites. Students in the Surveying Technology program will learn to operate a variety of surveying equipment including automatic levels, total stations, and GPS. Instruction covers procedures and computations involved in boundary, route and construction surveys, as well as preparing legal documents, plats, maps and reports.

Students graduating with the A.A.S. degree are allowed to take the Fundamentals of Surveying (FS) exam during their last semester at UACCM. Passing the FS exam and completing the degree earns licensure as a Surveyor Intern. After two years of Board approved experience, graduates are allowed to take the Principles and Practice of Surveying Exam. Passing the PPS exam is the final step in the process of becoming a Professional Surveyor.

## After UACCM

### Graduates are employed in:

Surveyors with the Arkansas Highway and Transportation Department, U.S. Corps of Engineers, or private companies. After gaining surveying experience and passing the PPS exam, some graduates start their own business.

### Examples of potential employers:

Federal agencies such as the U.S. Army Corps of Engineers, Bureau of Land Management (BLM), National Geodetic Survey (NGS), U.S. Geological Survey (USGS), National Forestry Service, state agencies such as Arkansas Highway & Transportation Department and State Parks and Tourism, real estate divisions of utility companies, oil and gas companies and numerous surveying and engineering firms specializing in all aspects of boundary surveys, construction surveys, Geographic Information Systems and Land Information Systems.

### Arkansas - Local Area:

Average Entry-level Annual Wage:.....26,000+

# Welding Technology

Certificate of Proficiency

Technical Certificate

A.A.S.

Courses include but are not limited to:

- Arc Welding I
- Blueprint Reading
- MIG Welding (Gas Metal Arc Welding)
- TIG Welding (Gas Tungsten Arc Welding)
- Layout & Fabrication
- Pipe Welding
- Welding Labs

## Description:

The Certificate of Proficiency and the Technical Certificate programs include training in arc welding, metal composition, blueprint reading, layout and fabrication. Welders use hand welding and flame cutting equipment to fabricate components of various products to dimensions specified by layouts, work orders or blueprints. Students may complete requirements for a Certificate of Proficiency in structural welding or pipe welding or a Technical Certificate in welding technology.

### After UACCM

#### Arkansas - Local Area:

Entry-level Annual Wage: . . . \$22,880

Median Annual Wage: . . . . . \$40,000

#### Specifically for Structural Iron & Steel Workers:

Entry-level Annual Wage: . . . \$25,000

Median Annual Wage: . . . . . \$50,000

#### Graduates are employed as:

- Pipeline construction
- Metal fabrication
- Manufacturing firms
- Industrial companies for equipment repair

## Examples of potential employers:

Arkansas Nuclear One, Russellville Steel, Nabco Mechanical & Electrical, SFI, John Bean, AmTran, Union Pacific Railroad, May Construction, Henderson Specialties, Arkansas Highway Department, Nabholz Construction, U.S. Army Corps of Engineers, Dana Corp., Gilbert Central Corp., Tokusen, International Paper, NRC, Inc.

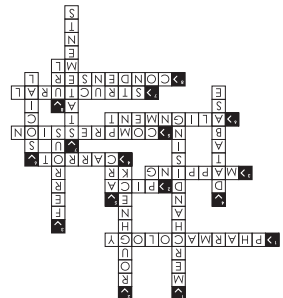
Students who achieve the proper proficiency will be provided the opportunity to take certification tests which will include testing in the flat, horizontal, vertical, and overhead positions on plate steel, as well as 2G, 5G, and 6G position on pipe. All testing is done on campus at no cost to the student. Most employers will require applicants to re-certify upon hiring.



**In Today's** constantly changing workforce, education and training are critical for success! With an associate degree, you can expect to earn \$400,000 more during your lifetime than someone without a degree!

At UACCM, you can get a quality, reasonably priced education that will be valued by employers while enjoying personal attention in the classroom. UACCM emphasizes a hands-on training approach which combines practical applications, classroom theory and activities designed to build teamwork, interpersonal, and communication skills. Combine these things with a small, supportive campus in a convenient location backed by the strength and reputation of the University of Arkansas System, and the appeal of UACCM is undeniable.

Test your knowledge! Use the clues on the right to complete the puzzle with terms from UACCM's technical programs. The answers you find may lead to your new career!



## Across

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1. In nursing, this is the study of how different drugs react with living organisms to produce a change in function.
2. In graphic design, this is a unit of measure in typography which is made up of 12 points.
3. This surveying term refers to the act of accurately determining the position of points in a three-dimensional space.
4. This root vegetable is rich in vitamin A, dietary fiber, and antioxidants and is often considered a staple food of a healthy diet.
5. This technique used during cardiopulmonary resuscitation prevents the expansion of the chest in emergency medical situations.
6. In automotive technology, this component of standard automobile maintenance consists of adjusting the angles of the wheels so that they are set to the car maker's specification.
7. This type of drafting explores the uses of steel, concrete, and wood as building materials, usually in commercial applications.
8. In air conditioning and refrigeration, this is the name of a heat exchanger which concentrates a substance from its gaseous to its liquid state.

## Down

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1. In retail marketing, this is known as the promotion of merchandise sales by coordinating production and marketing and developing advertising, display, and sales strategies.
2. In petroleum technology, this is a worker on a drilling or workover rig, subordinate to the driller, whose primary work station is on the rig floor.
3. In automotive collision repair, this describes any metal which is composed of or contains iron.
4. In business office technology, this is a structured collection of data usually used with a computer to organize the storage of large amounts of data.
5. In welding terms, this is the gap between the end of the electrode and the base metal which causes heat due to resistance of current flow and arc rays.
6. In the early childhood stage, this type of development is concerned with the child's identity, relationships with others, and understanding their place within a social environment.
7. In accounting, these are records that businesses keep of their financial activities.
8. In computer information systems, This acronym stands for the global address of documents and other resources on the internet.

## Articulated Courses

| Conway Area Career Center Courses  | UACCM Courses   |
|--|---|
| Auto Collision Repair I and<br>Auto Collision Repair II  | AUB 1005 Auto Body Fundamentals (5 cr)  |
| Auto Collision Repair I and<br>Auto Collision Repair II  | Auto Technology Elective (3 cr)   |
| Computerized Business Applications   | BUS Computer Applications (3 cr)<br>BUS 1081 Introduction to Word<br>Processing (1 cr)                  |
| Computerized Accounting I and<br>Computerized Accounting II  | BUS 1013 Bookkeeping (3 cr)   |
| Business Management  | BUS 2373 Supervisory Management (3 cr)  |
| Programming I & II<br>AP Computer Science  | CIS 1133 Computer Programming<br>Logic & Language (3 cr)  |
| Computer Engineering I –<br>Diagnostics + have their A+<br>certification   | CIS 1103 Computer Hardware &<br>Software I (3 cr)<br>CIS 2103 Computer Hardware &<br>Software II (3 cr) |
| Computer Engineering II –<br>Networking & Operations   | CIS 1113 Networking Essentials (3 cr)   |
| Pro-Start I and Pro-Start II<br>(Must have ServSafe Certification and 50<br>hours field experience under a CDM or<br>RD) | DIET 1002 Food Safety and Sanitation<br>DIET 1011 Field Experience I                                    |
| Drafting & Design & Architecture-<br>CADD Lab and Architecture –<br>CADD II  | DRT 1304 Residential Drafting (4 cr)  |
| Child Development<br>Childcare Guidance, Management &<br>Services<br>Parenting   | ECD 1102 Supervised Lab I (2 cr)  |
| Commercial Photography I   | GDT 113 Introduction to Photography<br>(3 cr)   |
| Commercial Photography II  | GDT 2513 Digital Imaging (3 cr)   |
| Intro to Medical Professions and<br>Medical Procedures   | NUR 1001 Professional Ethical Issues in<br>Nursing (1 cr)   |
| Welding I and Welding II   | WLD 1003 Basic Welding (3 cr)   |

**Articulated Courses**

| River Valley Technical Center Courses  | UACCM Courses  |
|--|--|
| Electrical Systems<br>Suspension and Steering<br>Painting/Refinishing<br>Painting Refinishing Lab<br>Nonstructural Analysis/Repair Lab | Any two semesters is worth 3 credit hours of Technical Electives for Auto Technology or Auto Collision Repair<br><br>Any four semesters is worth 6 credit hours of Technical Elective for Auto Technology or Auto Collision Repair |
| Carpentry Fundamentals<br>Carpentry: NCCER   | Each course is worth 1 credit hour of Technical Elective for Auto Technology or Auto Collision Repair  |
| Construction Fundamentals<br>Carpentry<br>Electricity<br>Plumbing  | Any two courses is worth 3 credit hours of Technical Elective for Air Conditioning and Refrigeration.  |
| Architectural CAD I & II<br>Engineering CAD I & II   | DRT 1004 Computer Aided Drafting (4 cr)  |
| Desktop Publishing I and II  | GDT 2523 Electronic Page Layout and Prepress (3 cr)  |
| Multimedia I   | GDT 2533 Digital Imaging (3 cr)  |
| Intro to Medical Professions   | NUR 1001 Professional Ethical Issues in Nursing (1 cr)   |

| Russellville Area Career and Technical Center Courses | UACCM Courses  |
|---|--|
| Computer Aided Drafting Technology I & II             | DRT 1404 Computer Aided Drafting (4 cr)  |
| Industrial Equipment Maintenance I & II               | TECH 2004 Hydraulics and Pneumatics (4 cr)   |
| Automotive Service Technology I                       | Technical Elective for Auto Tech (3 cr)<br>Technical Elective for Auto Collision Repair (3 cr)       |
| Automotive Service Technology II                      | Technical Elective for Auto Tech (3 cr)<br>or<br>Technical Elective for Auto Collision Repair (3 cr) |

## Articulated Courses

|   |  |
|---|--|
| Industrial Equipment Maintenance I & II<br>or<br>Machine Tool Technology I & II<br>or<br>Metal Fabrication I & II               | Technical Elective for Auto Tech – (3 cr)<br>or<br>Technical Elective for Auto Collision Repair – (3 cr) |
| Computer Engineering I + A+ Certification   | CIS 1103 Computer Hardware & Software I (3 cr)<br>CIS 2103 Computer Hardware & Software II (3 cr)        |
| Computer Engineering II   | CIS1113 Network Essentials   |
| Hospitality I and Hospitality II (Pro-Start) (Must have ServSafe Certification and 50 hours field experience under a CDM or RD) | DIET 1002 Food Safety and Sanitation<br>DIET 1011 Field Experience I                                     |
| Metal Fabrication I and Metal Fabrication II  | WLD 1003 Basic Welding (3 cr)  |
| Medical Professions I and Medical Professions II  | NUR1001 Professional Ethical Issues in Nursing (1 cr)  |

| Morrilton High School Courses      | UACCM Courses                         |
|------------------------------------|---------------------------------------|
| Computerized Business Applications | BUS 1213 Computer Applications (3 cr) |
| Marketing                          | BUS 1363 Marketing Principles         |

| Atkins High School Courses         | UACCM Courses                         |
|------------------------------------|---------------------------------------|
| Computerized Business Applications | BUS 1213 Computer Applications (3 cr) |