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## From the President

Welcome to Randolph Community College! I am pleased to share the information contained in this catalog with you, and hope you find it to be useful. On our web site ([www.randolph.edu](http://www.randolph.edu)) and in this catalog, you will find information on a broad range of college credit and noncredit programs, courses, and services available to help you meet your educational goals. You also will find information about how you can access the people, programs, courses, and services in which you are interested.

The faculty and staff at Randolph Community College are highly competent and caring. All of us are here to support your success. I encourage you to take advantage of the many opportunities available to you at your community college. Our goal is to help you succeed!



Sincerely,

A handwritten signature in black ink, which appears to read "Richard T. Heckman". The signature is fluid and cursive.

Richard T. Heckman, Ed.D.  
President, Randolph Community College

## The College

Randolph Community College, a member institution of the North Carolina Community College System, is a public, two-year, comprehensive, community college established to serve the citizens of Randolph County. The College began operation in 1962 as a joint city-county industrial education center under the direction of the Trades and Industrial Division, Department of Vocational Education. The North Carolina legislature in 1963 established a separate system of community colleges and the College became part of that system.

Since opening its doors in 1962 as Randolph Industrial Education Center, the College has seen many changes including

- three name changes—Randolph Technical Institute, Randolph Technical College, and Randolph Community College,
- facilities expansion—from 33,000 square feet to more than 270,000 square feet on two campuses in Asheboro and Archdale, and
- enrollment growth—from 75 students to more than 2,800 credit and 9,500 noncredit students.

The College is approved by the North Carolina Community College System under the State Board of Community Colleges, as specified in Chapter 115D of the General Statutes of North Carolina. The College Board of Trustees has been granted authority to award the Associate in Applied Science and Associate in Arts degrees, vocational diplomas, and certificates by the North Carolina Community College System and the State Board of Community Colleges.

Continuing Education curricula include a state-approved Adult High School Diploma program, General Educational Development program, and a variety of preparatory level programs. Degree, diploma, and preparatory programs (including high school) are approved for veterans.

As a member of the North Carolina Community College System, Randolph Community College offers occupational and adult education to meet the educational needs of the youth and adults served by the College. The College accepts men and women for enrollment in a wide variety of subjects designed to meet the changing technology and complex social development of its community.

## ■ Institutional Memberships (Selected)

Randolph Community College holds membership in the following:

- American Association of Community Colleges
- Association of Community College Trustees
- North Carolina Association of Community College Trustees
- North Carolina Association of Colleges & Universities
- Piedmont Triad Education Consortium
- Council for Resource Development

## Vision, Mission, and Values

### ■ Vision

Randolph Community College will become a college of first choice for people seeking opportunities through postsecondary education.

### ■ Mission

Randolph Community College is a public, comprehensive community college. As a member institution of the North Carolina Community College System, Randolph Community College's mission is to provide comprehensive education, training, and services to adults consistent with the identified needs of students and the community.

### ■ Values

At Randolph Community College we value

**Our students** and strive to provide a supportive, caring, student-centered environment and to serve students with varying educational backgrounds, resources, interests, abilities, and career goals.

**Academic excellence** and strive to promote teaching excellence and the continued relevance of our programs and support services as they are affected by technological, economics, cultural, and social changes.

**Accessibility** and strive to provide convenient, affordable educational opportunities and services to all.

**Our community** and strive to offer education and training that meet the community's workforce development needs. We cultivate partnerships with the civic, economic, educational, and cultural groups of our service area.

**Our employees** and strive to provide opportunities for professional growth and development; to maintain adequate, fair, and equitable benefits, policies, and procedures; and to maintain a work environment which encourages open communication, innovation, productivity, accountability, and personal commitment.

**Technology** and strive to use technological resources to support educational training objectives. We support students, faculty, and staff in their use of technology.

**Effectiveness** and will ensure effectiveness by the use of sound planning and management of College resources and through systematic evaluation for the improvement of programs and services.

## The Catalog as a Contract

This Catalog is not to be regarded as an irrevocable contract. Randolph Community College reserves the right to modify, revoke, and add to College fees, regulations, or curricula at any time as defined under North Carolina Community College System, State Board of Community Colleges Guidelines.

## Accreditation

Randolph Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Ga. 30033-4097, (404) 679-4501) to award the associate degree. Randolph Community College is authorized by the State Board of Community Colleges to award the Associate in Applied Science and the Associate in Arts degrees. Copies of this accreditation and authorization may be obtained by contacting the director of institutional effectiveness, (336) 633-0332.

## Affirmative Action

Randolph Community College offers equal employment and educational opportunities to all employees and students, without regard to race, color, religion, national origin, political affiliation, sex, age, or handicap.

All inquiries and questions about Randolph Community College's compliance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and/or the College's Affirmative Action Plan may be addressed to Affirmative Action Officer and Title IX Coordinator, RCC, P.O. Box 1009, Asheboro, N.C. 27204-1009, or E-mailed to [ilingold@randolph.edu](mailto:ilingold@randolph.edu).

## Persons With Disabilities

Randolph Community College recognizes the barriers which confront disabled persons in access to education. RCC is an equal access institution that accommodates the needs of students with disabilities.

Consistent with state and federal statutes which affirm and protect the equal opportunity rights of disabled persons, Randolph Community College will not tolerate conduct that displays hostility or aversion toward an individual because of that person's race, skin color, religion, gender, national origin, age, or disability.

## Credit Programs of Study

### ■ General Education Department

Associate in Arts (College Transfer)

### ■ Art, Design & Photography Department

Advertising & Graphic Design

Interior Design

Photographic Technology: Biomedical Photography Concentration

Photographic Technology: Commercial Photography Concentration

Photographic Technology: Photojournalism Concentration

Photographic Technology: Portrait Studio Management Concentration

### ■ Business Technology Department

Accounting

Business Administration

Information Systems

Information Systems: Network Administration & Support Concentration

Office Systems Technology

### ■ Health Occupations Department

Associate Degree Nursing

General Occupational Technology

Nursing Assistant (*for Huskins students only*)

Physical Therapist Assistant (*collaborative program\**)

Radiography

### ■ Human Services Department

Basic Law Enforcement Training

Community Spanish Interpreter

Criminal Justice Technology

Early Childhood Associate

Early Childhood Associate: Teacher Associate Concentration

## ■ Mechanical & Industrial Department

Autobody Repair

Automotive Systems Technology

Electric Lineman Technology (collaborative program\*) *for employees of electric membership companies only*

Electrical/Electronics Technology

Industrial Systems Technology

Machining Technology

Welding Technology

*\*These programs are offered in conjunction with another community college.*

## Noncredit Programs of Study

### ■ Occupational Extension

### ■ Community Service

### ■ Basic Skills Programs

Adult Basic Education

Adult High School Diploma

General Educational Development

English as a Second Language

Compensatory Education

### ■ Business & Industry Training

Human Resources Development

Small Business Center

Hosiery Technology Center

Focused Industry Training

New & Expanding Industries

Work Station Occupational Skills Training

## 2004 – 2005 Curriculum Calendar

### ■ Fall Semester

- July 19–22 (M-Th) – Early registration  
(*currently enrolled students only*)
- July 28 (W) – Last day to apply for fall semester without a \$5 late fee.
- August 11, 12 (W, Th) – Registration
- August 16 (M) – Classes begin
- August 16–18 (M-W) – Schedule adjustment\*
- August 25 (W) – Last day for partial refund
- September 6 (M) – Labor Day holiday
- October 9 (Sa) – Classes end for fall break
- October 11, 12 (M, T) – Fall break
- October 13 (W) – Classes resume
- October 29 (F) – Last day to withdraw from a course without grade penalty
- November 15–18 (M-Th) – Early registration for spring semester (*currently enrolled students only*)
- November 25, 26 (Th, F) – Thanksgiving holidays
- November 29 (M) – Classes resume
- December 1 (W) – **No Classes.** Early registration for spring semester (*new students by invitation only and currently enrolled students*)
- December 13 (M) – End of fall semester

### ■ Spring Semester

- November 15–18 (M-Th) – Early registration  
(*currently enrolled students only*)
- December 1 (W) – Early registration (*new students by invitation only and currently enrolled students*)
- December 22 (W) – Last day to apply for spring semester without a \$5 late fee.
- January 5 (W) – Registration
- January 10 (M) – Classes begin
- January 10–12 (M-W) – Schedule adjustment\*
- January 17 (M) – Martin Luther King Jr. holiday
- January 20 (F) – Last day for partial refund
- March 21 (M) – Instruction ends for spring break
- March 22–26 (T-Sa) – Spring break
- March 28 (M) – Classes resume
- March 29 (T) – Last day to withdraw from a course without grade penalty
- April 11–14 (M-Th) – Early registration for summer session (*currently enrolled students only*)
- April 18 (M) – **No Classes.** Early registration for summer session (*new students by invitation only and currently enrolled students*)
- May 9 (M) – End of spring semester
- May 14 (Sat) – Graduation

### ■ Summer Session

- April 11–14 (M-Th) – Early registration  
(*currently enrolled students only*)
- April 18 (M) – Early registration (*new students by invitation only and currently enrolled students*)
- April 28 (Th) – Last day to apply for spring semester without a \$5 late fee.
- May 12 (Th) – Registration
- May 16 (M) – Classes begin
- May 16–18 (M-W) – Schedule adjustment\*
- May 20 (F) – Last day for partial refund
- May 30 (M) – Memorial Day holiday (observed)
- July 2 (Sa) – Instruction ends for summer break
- July 4–6 (M-W) – Summer break
- July 7 (Th) – Classes resume
- July 8 (F) – Last day to withdraw from a course without grade penalty
- July 18–22 (M-F) – Early registration for fall semester (*currently enrolled students only*)
- July 21, 22 (Th, F) – **No Classes.** Early registration for fall semester (*new students by invitation only*)
- August 8 (M) – End of summer session

### ■ Summer Short Session

- June 9 (Th) – Registration
- June 14 (T) – Classes begin
- July 2 (Sa) – Instruction ends for summer break
- July 4–6 (M-W) – Summer break
- July 7 (Th) – Classes resume
- July 19 (T) – Last day to withdraw from a course without grade penalty
- August 8 (M) – End of summer short session

*\*There will be no late registration after classes begin. Students may, with the appropriate paperwork, make schedule changes during this period.*

# Curriculum Enrollment Quick Reference

## ■ Steps to Enrolling & Graduating

- Complete an RCC application.
- Provide official copies of high school transcript and/or GED test scores and all college transcripts. (See page 14.)
- Call (336) 633-0224 to discuss placement testing. (See pages 14 – 15.)
- Meet with someone in RCC's financial aid office if necessary. (See pages 30 – 33.)
- Meet with your faculty advisor (during specified registration period). (See page 25.)
- Register for classes (during specified registration period). (See page 25.)
- Complete all course requirements for your program of study as published in your catalog of record, maintaining an overall GPA of 2.0 and a 2.0 average in all major courses. (Associate Degree Nursing students must maintain a 2.0 GPA in all nursing and nursing-related courses with no grade less than "C.") (See pages 54 – 116.)
- Apply to graduate. (See page 41.)

## ■ Curriculum Expenses to Consider

- Books & supplies which will be more costly in majors like Advertising & Graphic Design, Associate Degree Nursing, Interior Design, and Photographic Technology. (See page 26.)
- Transportation
- Off-campus room and board
- Personal expenses
- Tuition & Activity Fees as follows

<b>In-State</b>	1 through 15	\$35.50/Credit Hour
	16 and up	\$568.00/Semester
<b>Out-of-State</b>	1 through 15	\$197.00/Credit Hour
	16 and up	\$3,152.00/Semester

\*Activity Fee – \$1 per credit hour (\$16.00 maximum per semester).

Technology Fee – \$1 per credit hour (\$16.00 maximum per semester).

\*Activity fees for the summer session will be one half the normal charge, up to a maximum of \$6.

The College reserves the right to modify, revoke, and add to tuition and fees at any time as defined under North Carolina Community College System, State Board of Community Colleges guidelines.

*To obtain an application or transcript release forms, or for more information, contact Student Services at (336) 633-0224.*

## Student Activities

Randolph Community College, through Student Services, provides activities and services to enhance and broaden the educational experiences of students. While the College maintains a supervisory role over student activities, as specified in the following paragraphs, students are encouraged to take active roles in participation and leadership.

RCC attempts to provide extracurricular activities for students since the College believes that such activities contribute to the overall growth and educational development of an individual. Social activities have included fall and spring flings, and Halloween, Christmas, and Easter projects. Cultural activities have included writers' contests and sponsorship through the SGA of Martin Luther King Jr. remembrance activities. Educational activities have included sponsorship of visiting college representatives, Open Houses, and providing tours to visiting schools. Physical activities have included games at the fall and spring flings and participation in walk-a-thons.

Unless otherwise specified, activities will require the approval of the dean of Student Services or designee and may require notification of additional individuals and/or offices as designated by the dean.

In general, requests should be made in writing at least four weeks in advance. Please check with the dean of Student Services for specific details.

## ■ Student Government Association (SGA)

All curriculum students of the College are eligible to be represented through the student government. The Student Government Association formulates an annual budget from student activity fee proceeds, directs student elections and holds regular meetings to promote the interests of students.

### Student Governance

Students are involved in College decision making through their participation on standing committees of the College and ad hoc committees appointed by the College senior leadership team. Their role is to

share and discuss views held by students pertaining to any particular topic.

The jurisdiction of the SGA is to represent the student body as outlined in the SGA Handbook. Although the SGA does not participate in the governance of the College, the SGA president does serve as a nonvoting member of the College Board of Trustees.

### **Social Functions**

1. Social functions will be planned by the SGA and its advisors.
2. An appropriate number of chaperones shall be in attendance. Chaperones will be solicited by the SGA from members of the faculty and staff.
3. The dean of Student Services or the dean's representative shall be notified at least four weeks in advance of a planned social function in order to have the date cleared with the school administration and school calendar, and names of chaperones shall be given at least five days prior to the function.
4. All clubs and recreational activities are to be organized under the sponsorship of the SGA and Student Services offices. All plans are tentative and must receive final approval from the dean of Student Services.

Some activities may require the approval of the Board of Trustees.

### ■ **Student Clubs & Organizations**

RCC supports student participation in clubs and organizations. Groups wishing to form a club should first submit a written request to the dean of Student Services. Requests should support the interests and goals of the institution. Following approval by the dean, such interested parties should request to meet with the Student Government Association. All clubs must be approved by the SGA before they will be allowed to hold meetings.

Clubs will not discriminate on the basis of race, color, religion, national origin, political affiliation, sex, age, or handicap.

Clubs must be self-supporting. The SGA may assist the formation of a club with minimal seed money, but will not be responsible for activities and functions. However, joint SGA and club activities can be requested. All clubs must have an advisor who is an RCC employee willing to supervise and participate in club activities.

Clubs may not enter into contracts for goods and services without the expressed permission of the club advisor and dean of Student Services.

Clubs which do not hold formal meetings at least once per semester may be terminated by the dean of Student Services. Such clubs will then be required to request reorganization to begin holding meetings.

Any club that allows illegal or otherwise improper activities or behaviors will be terminated by the dean of Student Services. Consequently, a request for reorganization would be required.

Club activities, to include but not limited to cookouts and forums, must be sanctioned by the Student Government Association and be approved by the specific club advisor and the dean of Student Services.

All major activities will require that an outline of events, including a budget if appropriate, be submitted to the dean of Student Services no later than one month prior to the event. Activities that include community participation may require a detailed synopsis and budget, and should be submitted to the dean of Student Services no later than one month prior to the event.

Currently, there are five student organizations at RCC: Common Threads, the Association for the Education of Young Children, Phi Beta Lambda, Phi Theta Kappa, and the RCC Student Nurse Association.

**Common Threads** is a lunch table discussion group on prejudice and unity in diversity. The group meets every Wednesday at noon in the LRC conference room. All students are invited to participate. For more information, contact Chuck Egerton in RCC's Photographic Technology department.

The **Association for the Education of Young Children** is an organization for students majoring in the Early Childhood Associate program or working with young children. The organization fosters professional growth and competencies in persons working with children from birth to age eight. For more information, contact Teresa Crenshaw in the Early Childhood Associate program.

**Phi Beta Lambda** is a national organization for individual students preparing for business occupations. RCC's chapter was chartered in the fall of 2000. For more information, contact Dr. Ralphael Brown or Tracie Hayes in RCC's Business Technology department.

**Phi Theta Kappa** is the International Honor Society of the two-year college. Since its founding, the purpose of Phi Theta Kappa has been to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa provides opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals,

for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence. The society affords international recognition to students of distinguished achievement and provides a vehicle which reflects the academic integrity of the associate degree program. Randolph Community College chartered the Beta Theta Rho chapter of Phi Theta Kappa in November of 1999.

The **RCC Student Nurse Association** is a chapter of both the North Carolina Association of Nursing Students (NCANS) and the National Student Nurse Association. The primary focus of the group is to help nursing students become aware of their influence on policy making and stay abreast of the issues related to health care and nursing. The organization serves as a networking mechanism for jobs and educational endeavors. Members seek to have service projects to benefit people in need.

### ■ Student Center

RCC provides a student center for the comfort and relaxation of its student body. It is open day and evening so that students may relax in an informal atmosphere.

It is the duty of both students and staff to help keep the lounge area as neat and clean as possible at all times. Good housekeeping practices should be maintained.

### ■ Student Publications

Students at RCC have the right and privilege of freedom of expression through student publications. Requests for student publications will be presented to the Review Committee, which will determine their purpose, content and appropriateness to the goals of the College and its role in the community. The committee will appoint a supervising editorial advisor. This individual will oversee all aspects of the approved publication.

The Review Committee is composed of the following:

1. The vice president for Instructional & Student Services
2. The dean of Student Services
3. One member from the English faculty
4. Two representatives from the student body, one from Curriculum and one from Continuing Education

In cases where the final decision of the Review Committee is not satisfactory to the student, the normal due process of the College is observed (see pages 49 – 51).

## Locale

### ■ Asheboro Campus

Situated near the geographic center of North Carolina, Randolph Community College lies adjacent to the ancient mountains in the area known as the Uwharries. The College is located in Asheboro at the McDowell Road exit of Highway 220 (Future I-73/I-74), just south of the interchange with Highways 64 and 49. The College is 26 miles south of Greensboro, North Carolina, and Interstate Highways 40 and 85, making it accessible from all parts of the state.

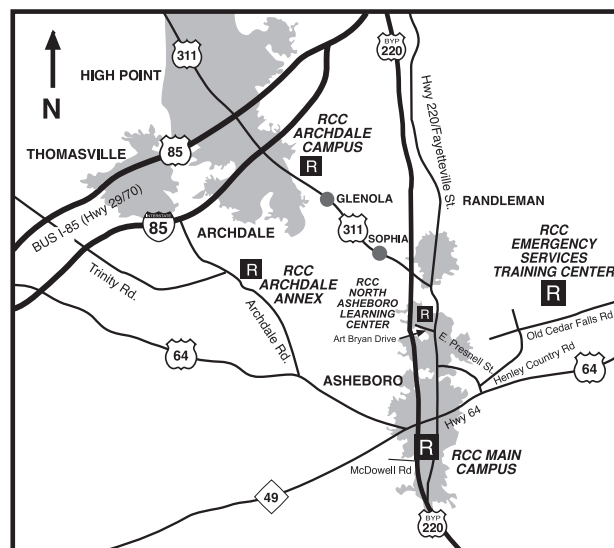
The College is located in an area with a rich tradition. Arts and crafts are preserved both commercially and individually. Today people see the same mountains and streams and pass the same locations of homesteads, mills, churches, and schools that were known to the people of 1799.

Asheboro, with a population of 21,672, is the home of the North Carolina Zoological Park located off U.S. 64, five miles southeast of Asheboro. Countywide, the College draws from a population base of 131,813.

### ■ Archdale Campus

RCC's Archdale Campus is located in Creekside Park off Highway 311 south of Archdale. It is easily accessible from the newly widened Highway 311 and is just minutes from Interstate 85.

The fast growing Archdale/Trinity area provides most of the students for the Archdale Campus. The City of Archdale has 9,014 people and is larger than seven square miles. Trinity has a population of 6,690.



## College Facilities

### ■ Asheboro Campus

Randolph Community College's main campus in Asheboro includes nine major buildings. The original building, constructed in 1962 with additions in 1968, 1972, and 1995, is known as the Administration/Education Center. In addition to a centralized administrative service, this building contains many classrooms, labs, and shops, as well as a 30,000-square-foot photography studio.

A Vocational/Technical Center provides an automotive body shop, a building trades shop, electrical/electronics labs, and houses the Hosiery Technology Center. A Student Services Center houses a student lounge, the Armadillo Café, the JobLink Career Center, and office facilities for Student Services. A Campus Store sits adjacent to the Student Services Center connected by a covered walkway. The Learning Resources Center includes, among other things, the College library.

The Business Education Center is a modern facility with classrooms, labs and offices for the College's Business Technology curricula. The Design Center provides space for Advertising & Graphic Design and Interior Design. A Computer Technology Center houses the College's administrative computers and part of the Business Technology curricula. The Health & Science Center houses biology, physics, chemistry, and health occupations classes and includes a multimedia lab and faculty offices.

A new Foundation Conference Center houses the Foundation offices and a flexible meeting space for College and community groups. See page 175 for the Asheboro Campus map.

#### **Campus Store & Armadillo Café**

In an effort to provide facilities that will make the educational process more complete, RCC provides an attractive Campus Store and the Armadillo Café. The Campus Store normally is open Monday – Thursday, 8 a.m. – 8 p.m., and 8 a.m. – 4 p.m. on Friday. The Armadillo Café normally is open Monday – Thursday, 7:15 a.m. – 8:30 p.m., and 7:15 a.m. – 1:45 p.m. on Friday. Hours for these operations may vary due to registration periods, semester breaks, holidays, or other changes to the normal College operational schedule.

#### **R. Alton Cox Learning Resources Center (LRC)**

The LRC includes the library, an open access computer lab, Basic Skills Programs, and the Center for Teaching Excellence. Also housed in the LRC are a theater with 204-seat capacity and a conference room that is available for small group meetings.

#### **Library Services**

The library collection includes more than 30,000 print volumes, subscriptions to over 240 periodicals, over 4,500 audiovisual programs, and a variety of microform materials to support the total instructional program of the College. CCLINC, the library's automated union catalog, provides access to local resources as well as resources in other participating community college libraries. On-line services include access to the Internet, NC LIVE and electronic subscriptions. The library maintains a web page (<http://library.randolph.edu>) that provides a gateway to information, services, and resources. A wide range of instructional equipment is available through the library for use by faculty, staff, and students. The library is open to the College and community Monday – Thursday, 8 a.m. – 10 p.m., Friday, 8 a.m. – 5 p.m., and on occasional Saturdays.

An open access computer lab is available to users on a first-come, first-served basis during the normal operating hours of the library. Word processing, spreadsheet, database, and selected course-specific software are available.

#### **The Basic Skills Programs Area**

The Basic Skills Programs area is located on the second floor of the Learning Resources Center. Professional assistance for Basic Skills students is available Monday – Friday, 8 a.m. – 5 p.m., and 6 - 8 p.m., Monday – Thursday.

The Basic Skills Programs area offers assessment of each student's skills in reading, English, and math prior to placement in an appropriate course of study. Each student is counseled concerning the various classes and labs that are available and takes an active part in deciding on an instructional plan that will help him/her attain individual educational goals.

A variety of programs is available to help adults learn, whether their goal is to learn to read and perform mathematical computations, to complete high school by taking the Adult High School Diploma program or the GED Tests, or just to brush up on their skills. Other programs include English as a Second Language classes for those who need to learn to speak, read, and write in English; and classes to help adults who have mental handicaps to become more independent and to maintain employment. A variety of instructional approaches is used by the staff to meet the wide range of educational needs of adults.

In addition to these labs and classes, there are self-paced courses of study in a wide variety of subjects.

The counselor on duty will assist with helping adults get started in a course of their own choosing.

### **Center for Teaching Excellence**

The Center for Teaching Excellence offers services and facilities for faculty, staff, and students. The Center provides coordination of RCC's distance education program and the Virtual Campus, assistance with the acquisition and use of distance education technologies, graphic design services, and professional development for faculty and staff.

Distance education and graphic design services are located on the second floor of the Learning Resources Center. The Resource Place faculty center, developed and maintained by the CTE staff, is located in Administration/Education Center, room 102.

### ■ **Archdale Campus & Archdale Annex**

The facilities at the Archdale Campus include a 7,600-square-foot primary classroom building and a 5,800-square-foot metal building. The campus is located at 110 Park Drive, in the city of Archdale's Creekside Park. The main building houses five classrooms, a reception/office area, and a student break area. The metal building houses two general purpose shop areas and two classrooms. See the Archdale Campus map on page 176.

The Archdale Campus offers noncredit classes in Occupational Extension, Community Service, Basic Skills, and Business and Industry Training. Selected classes providing academic credit also are offered at the Archdale Campus. The campus is open Monday – Thursday, 8 a.m. – 10 p.m., and 8 a.m. – 5 p.m. on Friday. The Archdale Campus also offers the Weekend College, which consists of classes combining face-to-face and on-line elements leading to an Associate of Arts degree. See page 38 for more information on the Weekend College.

The Archdale Annex, located at 4913 Archdale Road, is a 8,608-square-foot facility consisting of 12 classrooms. This leased facility provides additional classroom space in the Archdale area. The annex is open Monday – Thursday, 1 – 10 p.m., and 8 a.m. – 5 p.m. on Friday.

### ■ **Emergency Services Training Center**

The Emergency Services Training Center is located at 3659 Old Cedar Falls Road, just outside of Asheboro. It includes a firing range, driving range, a fire training tower, classrooms, a burn building, and storage areas.

Take Highway 64 East from Asheboro. Turn left onto East Presnell Street and make an immediate right onto Henley Country Road. Go about 1.3 miles. At the stop sign, take a right onto Old Cedar Falls Road. Go another 1.3 miles and the ESTC will be on the left.

## **Inquiries**

Inquiries for specific information about the College should be addressed to the following people or departments at RCC. The address is Randolph Community College, P.O. Box 1009, Asheboro N.C. 27204-1009. The main phone is (336) 633-0200. Visit RCC's web site at the following address:

[www.randolph.edu](http://www.randolph.edu).

### ■ **Admissions**

Kimberlee A. Price - Dean of Student Services; 633-0223; [kaprince@randolph.edu](mailto:kaprince@randolph.edu)

Carol M. Elmore - Director of Admissions/Registrar; 633-0213; [cmelmore@randolph.edu](mailto:cmelmore@randolph.edu)

Rose T. Chilson - Administrative Assistant to Dean of Student Services; 633-0298; [rtchilson@randolph.edu](mailto:rtchilson@randolph.edu)

### ■ **Financial Aid**

Cathi D. Chi - Financial Aid Assistant – Scholarships, Work-Study Jobs, Grants, Loans; 633-0222; [chchi@randolph.edu](mailto:chchi@randolph.edu)

Ron W. Bushnell - Student Services Counselor – Veterans' Benefits; 633-0201; [rwbushnell@randolph.edu](mailto:rwbushnell@randolph.edu)

### ■ **Counseling Services**

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