LFCC Program Purpose Statements –2013-14 Catalog

AA&S in Business Administration

There is great demand for qualified personnel in business administration to promote leadership and to facilitate economic growth in Virginia business and industry. The associate of arts and sciences degree curriculum in business administration is designed for students who plan to transfer to a four-year college or university to complete a baccalaureate degree in accounting, business administration, economics, finance, management or marketing.

AA&S in Education

With the shortage of teachers in Virginia in some endorsement areas, the demand is growing for qualified, licensed teachers. The associate of arts and sciences degree program in education has been designed for students to transfer to a four-year college or university to complete their education in preparation for teacher licensure and employment as a teacher in a public or private school setting.

AA&S in General Studies

A significant number of college undergraduate students desire a more comprehensive two-year general degree program than the conventional curriculum. No declaration of a specialized major subject field in the general studies curriculum is required. The general studies curriculum is flexible. Some graduates satisfy their goals by completing the two-year program of general academic studies. Most general studies students plan to transfer to a four-year college or university as more specialized academic interests and aptitudes develop during the program of studies. The framework of academic standards for the associate of arts and sciences degree makes this possible.

AA&S in Liberal Arts

The associate of arts and sciences degree program in liberal arts is designed for students who plan to transfer to a four-year college or university to complete a baccalaureate degree program, usually the Bachelor of Arts degree, in the liberal arts or social sciences. Students in the program may wish to major in the following fields: American studies, anthropology, art, communication, economics, English, geography, government, history, humanities, journalism, library science, literature, music, philosophy, pre-law, psychology, religion, sociology or theatre arts.

AA&S in Liberal Arts: Communications

The associate of arts and sciences degree program in communication is designed for students who plan to transfer to a four-year college or university to complete a baccalaureate degree program, usually the Bachelor of Arts degree in communication or related fields. Students in the communications specialization may wish to major in the following fields: communication, creative writing, journalism, mass media, popular culture, radio and telecommunications, speech or theatre arts.

AA&S in Liberal Arts: Fine Arts The associate of arts and sciences degree in liberal arts with a fine arts specialization is designed for students who plan to transfer to a four-year college or university to complete a baccalaureate degree program, usually the Bachelor of Arts degree in visual arts or related fields that would necessitate a studio art experience.
AA&S in Liberal Arts: Philosophy & Religion

The associate of arts and sciences degree in philosophy and religion is designed for students who plan to transfer to a four-year college, a university or a seminary for advanced studies. Philosophy and religion offers an excellent foundation as either a major (or a minor) concentration supporting a wide diversity of life career fields including: ethics, general philosophy, liberal studies, pre-theology and religious studies.

AA&S in Science

With the tremendous emphasis on scientific discoveries and technological developments in today’s society, great demand exists for scientists and scientifically-oriented persons in business, government, industry, and the medical and health professions. The associate of arts and sciences degree program in science is designed for persons interested in pre-professional scientific programs who plan to transfer to a four-year college or university to complete a baccalaureate or higher degree program with a major in one of the following fields: agriculture, astronomy, biology, biochemistry, biotechnology, botany, chemistry, computer science, dentistry, engineering, entomology, environmental science, forestry, genetics, geology, home economics, horticulture, marine biology, mathematics, meteorology, medicine, occupational therapy, nuclear science, nursing, pre-pharmacy, physical therapy, physics, respiratory therapy, science education, veterinary medicine, wildlife biology or zoology.

AAS in Accounting

There is a great demand for qualified personnel to assist business management in dealing with the rapid development of business and industry in Virginia. The associate of applied science degree curriculum in accounting is designed for persons who seek full-time employment in the accounting field immediately upon completion of the community college curriculum. Persons who are seeking their first employment in an accounting position and those presently in accounting who are seeking a promotion may benefit from this curriculum.

AAS in Administrative Support Technology (AST)

With the dynamic changes within-business, industry and government in Virginia, there is growing demand for administrative support personnel who possess high-level technical, interpersonal and leadership skills. The associate of applied science degree curriculum in administrative support technology is designed to prepare individuals for full-time employment immediately upon completion of the community college program. This program is beneficial for individuals who are seeking first-time employment, career advancement, promotion or MOS and CAP certifications.

AAS in Business Management

There is great demand for qualified personnel to assist management in dealing with the rapid growth of Virginia business and industry. The associate of applied science degree in management is designed for persons who ultimately seek full-time employment in management. Persons who are seeking their first employment on the management ladder and those presently in management who are seeking promotion may benefit from this program.
AAS in Dental Hygiene (with Virginia Western CC)

The curriculum is designed to prepare students as primary preventive oral health professionals licensed to practice dental hygiene. Upon successful completion of the program, graduates will be eligible to take national, regional, and state board examinations leading to licensure as a registered dental hygienist (RDH).

AAS in Early Childhood Education

With the newest research on brain development in the early childhood years, there has been an increased focus on the need for qualified child care centers and child care teachers, assistants and directors. This program is designed for people seeking employment involving the care and education of young children, or for those people presently employed in these situations who wish to enhance and update their competencies.

AAS in General Engineering Technology: Civil

This curriculum provides educational opportunities for those who seek employment in the construction industry, for those who desire to upgrade their knowledge or acquire practical skills in the field, and for those who wish to transfer and complete a Bachelor of Science degree in civil engineering technology.

AAS in General Engineering Technology: Mechanical

This curriculum provides educational opportunities for those who seek employment in industry, for those who desire to upgrade their knowledge or acquire practical skills in the field, and for those who wish to transfer and complete a Bachelor of Science degree in mechanical engineering technology.

AAS in Health Information Management

The curriculum is designed to provide training in the management of systems to collect, interpret, and analyze patient data and to communicate information related to the research, planning, provision, and evaluation of every day operations in health care services. Additionally, students gain skills to manage positions related to these functions. The curriculum provides students with a unique blend of courses in administrative technology, information management, and health care services. Students who possess an interest in medical services, medical coding, health information regulations, and computer applications to manage will find this career rewarding. This program is beneficial to individuals who are seeking career advancement and eligibility for the national certifying examination-Registered Health Information Technician (RHIT).

AAS in Emergency Medical Services

The curriculum is designed to develop the knowledge base and skill required to prepare the student to function as an “entry-level” Paramedic. Successful performance in this program qualifies the student to take the Paramedic exam.

AAS in Information Systems Technology (IST)

The associate of applied science degree program (AAS) in (IST) is designed for students who seek employment or professional development as a generalist in the area of information technology (IT), with
specific knowledge in various areas such as Web design/development, computer network design and administration and database administration. These specialized areas are gained by completing one or more career studies certificates which can be applied as the approved IT electives in the IST degree program.

AAS in Nursing

The two-year Associate of Applied Science degree program in nursing is designed to prepare selected students to function as contributing members of the health care team, providing direct patient care as beginning practitioners of nursing in a variety of health care environments. Students who successfully complete the curriculum are awarded the Associate of Applied Science degree in nursing and are eligible to apply to take the National Council Licensure Examination (NCLEX-RN) leading to licensure as a registered nurse (RN). The Board of Nursing can deny licensure to any applicant who has filed false information and/or who has committed a felony/misdemeanor. (Certain health care facilities may not employ individuals who have committed certain criminal acts and may conduct criminal background checks before hiring potential employees).

AAS in Paralegal Studies

The curriculum is designed to provide an individual with a sufficient level of knowledge, understanding, and proficiency to perform the tasks in meeting a client’s needs which can be performed by a trained, non-lawyer assistant working under the direction and supervision of a lawyer. A legal assistant will have a basic understanding of the general processes of American law, and will have the knowledge and proficiency to perform specific tasks under the supervision of a lawyer in the fields of civil and criminal law. The occupational objectives include employment in public and private (individual and corporate) law-related activities, organizations, and agencies.

AAS in Virtual Assistant (AST)

There is an increasing demand for the virtual assistant, who is generally a self-employed office professional supporting multiple clients in a variety of industries and providing administrative, creative, managerial, technical, office and/or personal administrative support services from a remote location, usually from a home office. The Associate of Applied Science Degree curriculum in Administrative Support Technology with the Virtual Assistant Specialization is designed to prepare individuals for employment immediately upon completion of the community college program. This program is beneficial to individuals who are seeking a career switch, career advancement, or national certifications such as Microsoft Office Specialist (MOS) and Certified Virtual Assistant (CVA).

Certificate in Administration of Justice

This certificate program incorporates a Broad scope of classes which focus on the criminal justice system as a whole and includes pertinent general education classes. The Administration of Justice certificate program opens multiple career paths in the criminal justice field. The program also offers further in-service training for sworn officers or others currently working in the criminal justice system who wish to enhance their job performance or seek promotion in their current jobs.
Certificate in General Education

First-time job seekers who come to their employers with basic writing, analytical reasoning, and computing skills find they can be more competitive in the job market and more valuable in the workplace. Counter and retail clerks, administrative support, social and human service assistants, and customer service positions, as well as a variety of other fields, allow individuals to apply their entry-level knowledge and skills while exploring the world of work and relevant career opportunities as well as identifying more specific career and educational goals. For those employees who wish to pursue their education, the general education certificate provides foundational courses that allow students to progress toward the associate degree or to transfer to a senior institution.

Certificate in Office Systems Assistant

Commercial and industrial expansion in Virginia is steadily increasing the demand for qualified records management and word processing personnel. The Office Systems Assistant Program is designed to prepare graduates for full-time employment in a variety of office positions.

Certificate in Practical Nursing

The Practical Nursing curriculum is designed to prepare beginning practitioners with the knowledge and skill to care for patients of all age groups and to qualify as contributing members of the health care team. Students who successfully complete the curriculum are awarded a certification in practical nursing and are eligible to apply to take the National Council Licensure Examination (NCLEX-PN) leading to a license as a practical nurse.

Career Studies Certificate in American Sign Language

To introduce students to sign language: basic vocabulary, finger spelling and an understanding of deaf culture.

Career Studies Certificate in Early Childhood Education

To prepare students for working in an early childhood educational setting.

Career Studies Certificate in General Engineering Technology: Industrial Design

To introduce students to the principles of sound industrial design, including related mathematics and concepts

Career Studies Certificate in Information Processing Technician

To assist students in developing the basic software skills involved in information processing in the office environment and their applications for a range of office functions

Career Studies Certificate in Legal Assistant/Paralegal

With an increasing demand for paralegals and office legal assistants in professional offices, corporations and businesses, this certificate will prepare individuals for full-time employment upon completion of the
community college program. The program is beneficial for individuals who are seeking first-time employment, career advancement or paralegal certification.

**Career Studies Certificate in Medical Billing/Coding**

With an increasing demand for medical insurance billing and coding workers in professional offices in Virginia, this certificate will prepare individuals for full-time employment upon completion of the program. The program is beneficial for individuals who are seeking first-time employment, career advancement or national coding certification.

**Career Studies Certificate in Nature & Outdoor Photography**

To introduce students to the skills and camera techniques appropriate for photographing nature and wildlife.

**Career Studies Certificate in Phlebotomy**

The phlebotomy program is designed to prepare students to work as entry-level phlebotomists. The curriculum includes learning experiences in both on-campus and College-affiliated clinical laboratories. The program includes student participation in over 100 hours of supervised, clinical experience in various health care settings. Lectures and laboratory courses are offered at the Middletown Campus only. Students complete clinical rotations in a variety of clinical facilities located throughout the College’s service region. Phlebotomists work in hospitals, medical clinics, commercial medical laboratories, public health clinics and other settings where blood is collected from patients.