

Changes are outlined below:

Academic Affairs Division

Bachelor of Applied Science in Organizational Leadership Program — Change year from 2025 to 2026 throughout the document. COVER- change year. PAGE 2 Change Faculty to Staff (page 8); Class Meetings (page 15) line remove dash after meetings, remove dash after Experiential Learning, and remove dash after Other Learning Activities; on last line capitalize Experiential and Project; PAGE 3 capitalize Pipeline Students (page 20), Remove dash after Academic Probation, Resuming Degree plan, and Financial Aid Inquires; Remove error on Canvas and change to page 26; PAGE 4 capitalize Learning Project on first line, PAGE 7 change advisory committee to current committee members; change Amanda Flores Del Toro- Academic Retention Specialist to Workforce Development in Organizational Leadership Director

PAGE 8- remove the last 2 lines under Advisory Committee Change Header from Faculty to Staff; after Dr. Guerrero information add Workforce Development in Organizational Leadership Director Amanda Flores-Del Toro Office: Yearly Library Room 206 Phone: 956-721-5219, the add Full Time Faculty header and Dr. Antonio Carranza Office: Memorial Hall Room 114 Phone: 956-794-4761; remove Dr. Carranza from part-time faculty; add Academic Intervention Specialist header and add Patricia Perez Office: Memorial Hall Room 220 Phone: 956-721-5330; add Marisa Parra

Office: Yearly Library Room 212 Phone: 956-721-4197 add header Instructional Assistant add Mollie Gaytan Office: Memorial Building Room 216 Phone: 956-721-5209. PAGE 19 under admission heading after cohort size. Add *Applicants who miss the deadline are advised to consult with a BASORGL advisor to determine whether late admission may be possible, contingent upon available space; Page 19 on the first line of Acceptance header add the word resume, after leatter of interest; Page 23 last line on page remove while student hardcopy; PAGE 24 remove files will be kept in a locked file in the Physical Therapist Assistant Department Office.; PAGE 24 on the first header remove the word and in front of remediation and add a , and READMISSION after the word remediation.; PAGE 24 under academic progress, remediation, and readmission on the third line remove a course and add all assignments; Page 24 under Academic Probation header first sentence remove a course and add to all assignments; Page 24 after sentence 4 add Students who receive an overall course grade below a B in their course will be required to reapply to the program; Page 24 in 5th sentence after (ELP) add presenting the experiential learning project (ELP) to a committee for approval and remove as assigned. Page 24 under Academic Progress, Remediation, and Readmission add this as last paragraph A student can fail only one course over the duration of the program. Failure of a second course—whether the same or a different one—will result in permanent dismissal from the program. A course withdrawal, provided it follows official withdrawal procedures and deadlines, will not be considered a course failure.; Page 25 on bullet point 2. Remove (see Readmission policy); under the Withdrawl Due to Academic Failure section on bullet 2. Add (see Academic Probation) to the end of the sentence; on bullet 3. Remove (see Readmission Policy); Page 28 under the Experiential Learning Project (ELP) Process under the Application Process remove sentence add During New Student Orientation, incoming students will be surveyed on their career and educational backgrounds. BASORGL Staff will then present the ELP project line-up for the semester. Students will then be asked to rank each project from their most desired project to their least desired project.; under BASORGL Staff Review on first bullet first sentence remove video/resume and recommend ELP sites. Add educational and career background surveys and project rankings to determine the site and project for each student.; remove second bullet; under the Onboarding heading on the 4th bullet add Face to face participation and time on tasks may vary by project; Page 29 add to last bullet Full participation and project satisfaction will be communicated to coaches and faculty in a timely manner. Add additional bullet points to read Students are required to participate in mandatory coaching sessions. Add bullet to read Students will be expected to deliver a comprehensive presentation of their final project findings at the symposium.; Add bullet to read Failure to participate in the final project may affect ELP outcomes and corresponding course grades.; Add bullet to read Failure to meet project satisfaction criteria may result in placement into an individualized learning plan.; add bullet to read Any issues between parties or conflicts among classmates should be raised and reported promptly. ; under General Procedures header under emergency messages delete the word clinical and add ELP site); last sentence in emergency messages heading change phone number to (956)721-5209.; Page 29 under Other Disciplinary Action tab add another bullet Students may not solicit donations from entities without prior approval from the department and the college, not may they use the names of ELP sites or the college.; Page 31 add header ELP SITES; under ELP SITES header add list of ELP sites and contact information for each site*

Page 31 add IMPACT STUDENT ORGANIZATION header; Page 31 under the IMPACT STUDENT ORGANIZATION HEADER add IMPACT STANDS FOR INSPIRING MEMBERS TO PROMOTE ACTION, COMMUNITY, AND TRANSFORMATION. The IMPACT Student Organization is a network of students passionate about leadership development and community engagement. Through this organization, students

develop leadership, networking, and communication skills. They do this by performing community service projects, networking with organizations in the community, and learning from guest speakers. Members choose community service projects based on their interests and the needs of the community. Taking part in our organization gives students the opportunity to make a difference and develop their professional skills. Membership in this organization shall be open to all Laredo College students and/or students in the BAS in Organizational Leadership Program or interested in leadership professional development. Students must be in good academic and disciplinary standing, currently enrolled in Laredo College at either campus, regardless of race, creed, color, sex, gender identity, sexual orientation, or physical disability. Membership shall be retained until the student severs relationship with the College whether by graduation or otherwise. Membership will be retained during all Laredo College holidays, the vacations and recesses of the college. Students from both Laredo College campuses (Main & South) can be members. Any registered Laredo College student may be in the organization. Members who wish to resign must submit a formal written communication stating so to the club President.

Academic Innovation & Technology Division

eLearning and Instructional Innovation Center. Page 1 eLearning & Instructional Innovation Center mission statement was updated in the statement “All eLearning courses require students to have textbooks, internet access, and a webcam and to complete course requirements online, which may include final exams.” The word “textbooks” was deleted. Page 2 eLearning & Instructional Innovation Center Staff section: deleted “Vacant”, inserted “Gabriel Gonzalez”; deleted “Alfredo Gonzalez III”, inserted “Vacant”; deleted “Zulema Saldaña”, inserted “Vacant”; deleted “Anna Gonzalez”, inserted “Vacant”. Page 3 Table of Contents section: updated page numbers. Page 4 Canvas section: fixed comma placement in the sentence describing course delivery. Technology Requirements for Canvas section: revised comma usage for internet browser requirement. Page 5 Virtual Backpack Online Student Orientation section: updated “Virtual Backpack Online Student Orientation” link; Scholastic Dishonesty section: corrected punctuation at the end of the paragraph; Student Disciplinary Procedures section: revised phrase “discipline problem” to “disciplinary problem”. Page 6 Advising for Online Students section: updated Registration Guide link, and removed comma before “regarding registration dates”; Registration for Online Classes section: updated “PASPort” link; Authenticating the Identity of Students Enrolled in Online Education Courses section: updated “PASPort Personnel and Student Portal (PASPort)” link. Page 7 Authenticating the Identity of Students Enrolled in Online Education Courses section: corrected “displaying on” to “displayed on”; changed “not only to Canvas but also to personal information” to “to Canvas and personal information”; Bookstore section: changed “web sources” to “websites”, and deleted paragraph’s last sentence “Contact the LC Bookstore at (956) 721-5250 for additional information”. Page 8 Online Testing section: updated Respondus webpage link; Student eHelpdesk section: removed “it is” for sentence clarity and updated “hours of operation” link; Online Tutoring section: deleted Brainfuse Tutoring link, replaced it with Upswing Tutoring link; Library Resources section deleted “The Distance Education link on”. Page 9 Counseling and Disability Services section: updated Counseling and Disability Services department name to “Disability Services”. Page 10 Grades section: updated “PASPort” link, added commas for consistency in course modality list, and updated “Office of the Registrar” link. Page 11 FERPA section: revised second sentence by adding commas for clarity and punctuation regarding policy development; Graduation section: updated “Graduation” link; Note section: corrected pronoun use from “as it pertains” to “as they pertain”.

Art & Sciences Division

LC Honors Program — Academic year and photo updated on cover; Student Concerns and Non-Discrimination Policy moved to page 7 after Philosophy; Honors Program Leadership and Administrative Directory Updated; Contact Information Updated; Final Selection Updated under The Application Process; Language pertaining to remaining in the program and about community service requirements was updated; New Language pertaining to when students will be notified after final decisions was added; List of Honors Program course offerings updated adding ENGL 2327 and, removing PSYC 2301 and PSYC 2314; Credit Hour totals on the Honors Sections Area was updated; Community Service Hours requirement for graduation was increased from 45 to 50 hours. Removed Additional Honor Cord from graduation award options; List of LC Honors Program Faculty members updated; Director's name was updated in the Honors Contract for Academic Credit Section.

Community Education Division

Adult Education & Literacy Program — Change Adult Education & Literacy Program title to Pathway to Success Center — change 2025-26 to 2026-27; REMOVE the following from page 4; Valid Government Picture Identification Card; Driver’s License; Texas Identification Card; Federal Government Identification Card; Correctional Facility Card; Matricula Consular; Other Picture IDs will be considered on a case-by-case basis.

ADD: Eligibility Verification; Participant must establish lawful presence in the United States, and Establish Work Authorization and Identity. REMOVED from page 6 the following: Academy Models Participants enrolled have the opportunity to select the academy model of choice. An academy organizes services to match students' areas of interest with programs of study and other services. Students will receive contextualized instruction within their HSE or ESL classes. This academy serves as a platform to enhance the students' skills and abilities to further their careers and academic opportunities. Some examples are: Family Literacy (ESL only); Office and Administrative Occupations; Healthcare Practitioners and Technical Occupations REMOVE from page 7: TSI Prep These courses are available for individuals enrolling in post-secondary as needed to enroll in post-secondary education. The AEL program will prepare those participants who have completed all sections of the TxCHSE for TSIA and college. REMOVE- Notifiable Conditions Laredo College is committed to maintaining the health and safety of the college community. It is important for all students, employees, and community members to take proactive measures to create a safe learning and working environment. LC is required to report any student and employee cases of notifiable conditions to the Texas Department of State Health Services (DSHS) in a timely manner. Therefore, all students and employees should report a confirmed diagnosis of a notifiable condition to LC's Health and Safety Operations Center at safety@laredo.edu and (956) 721-5852. Notifiable conditions that LC is required to report can be found at: <https://www.dshs.texas.gov/sites/default/files/IDCU/investigation/Reporting-forms/Notifiable-Conditions-2023Color.pdf>. Replace on page 14 - 956-721-5303 with 956-764-5900 and REMOVE (LC Ft.McIntosh) and 956-794-4303 (LC South)

Health Sciences Division

Associate Degree Nursing Program — ADDED: 2026-2027 Academic Year throughout the handbook and revised date at the bottom; Pg. 1- Organizational Chart to reflect new faculty and administrator positions; Pg. 1 & Pg. 2 (updated staff names/titles); REVISED: pg. 10 Student Health and safety #4.immunization: documentation must be provided for the following:•Two-step TB test upon entering, and annually thereafter, or a Chest X-Ray within 2 years, or T-Spot or QuantiFERON-TB Gold serum blood test acceptable; Hepilisav-B (2 dose requirement); REVISED: pg.12 Student Health Requirements: # 12. If, at any time during enrollment, a student experiences a medical or surgical condition or is prescribed a controlled substance by a licensed medical practitioner, the following requirements apply: The student must submit written documentation from a licensed medical practitioner releasing the student to continue or return to participation in clinical and nursing courses. The documentation must clearly identify any restrictions, if applicable. If a controlled substance is prescribed, the student must submit written clearance from the prescribing practitioner specifically addressing the student's ability to safely participate in the nursing program while taking the medication. All documentation will be reviewed by a Faculty Committee, which will determine the student's eligibility to continue or resume nursing courses.; Pg. 15, REVISED: Technology Used in Clinical Setting: Cell Phones/Electronic Devices, included audio recordings in clinical or skills lab, laptop devices are not allowed in clinical facilities; pg. 19, REVISED Educational Cost: Books- cost changed from \$1,200.00 to \$650.00, removed Nursing Central App cost, REVISED Castle Branch name to DISA Healthcare Technology +2 drug screens \$120.00; **Pg. 24** REVISED: Attendance at orientation is mandatory for all new and returning students. Students are expected to arrive on time as a demonstration of professional behavior. Any student who arrives after the scheduled orientation start time or is absent from orientation may be subject to dismissal from the program. Documented extenuating circumstances will be reviewed by a committee, which will determine the student's eligibility to continue in the program. **Pg. 28** Added: The A.D.N. program defines extenuating circumstances as serious, unforeseen, significant, and unavoidable events beyond a student's reasonable control that directly and adversely affect the student's ability to meet academic, clinical, or program requirements, including punctuality. Examples may include a serious illness or injury, a family emergency, the death of an immediate family member, military deployment, a traffic collision, an unexpected road closure, severe weather, or other extraordinary situations as determined by the program. Ordinary traffic delays, oversleeping, avoidable scheduling conflicts, or recurring transportation or childcare issues do not typically constitute extenuating circumstances. Students may be required to provide supporting documentation if unprofessional conduct is related to an extenuating circumstance. **Pg. 32** Tardiness: Reporting on time to the assigned clinical site is expected as a demonstration of professional behavior. A student arriving after the scheduled clinical start time or the scheduled break end may be dismissed from the clinical site, receive a grade of "zero" for the clinical day, and be counted as an absence. Students who arrive late to a mandatory clinical orientation will receive a grade of zero for that day; however, all required clinical orientation hours must still be completed to comply with clinical site requirements. Any student who requests or leaves clinical prior to the scheduled end time will be counted absent for the clinical day and will receive a grade of "zero." Extenuating circumstances for tardiness/absences will be reviewed in accordance with procedure; pg. 33, ADDED: Clinical Attire: No other shade of green, including faded material, may be worn; identification badge is a dress code requirement; pg.

33 REVISED: Jewelry must be minimal, conservative, and comply with facility standards. Permitted items are one plain wedding band (no stones) and one pair of small stud earrings worn on the earlobes only. All other jewelry, including bracelets, necklaces, anklets, hoop/dangling earrings, gem rings, and permanent jewelry, is prohibited. Facial and body piercings are not allowed. A watch capable of measuring seconds is required. Failure to comply may result in dismissal from clinical and disciplinary action per program policy; Pg. 35, ADDED to Student Clinical Assignments: Course faculty are responsible for the overall coordination of the students' clinical experience. Students may be assigned to a cohort with an assigned faculty or assigned to a clinical preceptor. A clinical preceptorship program experience is an organized system of clinical laboratory experiences that allows a student from a Health Science Program to be paired with an experienced clinical preceptor for the purpose of attaining specific student learning outcomes and learning objectives. It allows the student to experience individualized teaching/learning in an actual work setting under the supervision of a licensed health professional role-model who has agreed to a teacher/student relationship. Faculty provide a clinical preceptor orientation packet and guidelines to students, preceptors, and clinical coordinators at each facility where nursing preceptors are utilized. Orientation is provided to students and preceptors before the start of any precepted learning experience; Pg. 42, ADDED: Off-Campus Exams: if courses are conducted remotely/online; Pg. 44, ADDED: Course Examinations: Failure to submit the remediation by the due date will result in a progress note; ADDED: Skills Lab Courses: All skill check-off testing must be completed as outlined on the Concourse syllabus calendar and within the parameters of the designated course hours. The student who is absent or tardy at the assigned time will receive a zero and will need to set-up an appointment to perform this missed skill. For grading criteria, refer to the Skills Grading Criteria section outlined on the Concourse syllabus; Pg. 46, REVISED: Recovery Option Eligibility and Procedure: Students must submit a formal email to the retention specialist and program director within 5 business days of the final course grade notification to determine eligibility.

Bachelor of Science in Nursing Program — Changed: “2025-2026” to “2026-2027” throughout the handbook.; Change Footer to revision: 4/26 throughout handbook; pg 2- Organizational Chart to reflect new faculty and positions, and updated staff to program organizational chart.

Diagnostic Medical Sonography Program — UPDATED 2026-2027 academic year page 1; REVISED grammatical errors; REVISED all links; REVISED organizational chart page 5; REVISED faculty vitae page 6; REVISED program requirements 9; REVISED DMS uniforms page 33.

Emergency Medical Services Program — Title page updated from 2025-2026 to 2026-2027. Page 7 Updated: Gregorio Salas, BS-EHS, NRP, LP, and B103; Herbert Serna, BS-EHS, FPC, LP, and B112. Pg 9 Updated: Vicente Mancha, NRP, LP, RN, and B106, Steven Gonzalez, BS-EHS, LP, and B321, Amanda Molyneux, LP, A.A.S., and B321. Remove: EMS Faculty: Hugo Rodriguez. Page 10 Added: Prep and Hold, Doctors Hospital Emergency Room South, Doctors Hospital Emergency Saunders, Doctors Hospital Emergency Room Wright Ranch. Page 11 Added: Prep and Hold, Laredo Medical Center North Central ER, Laredo Medical Center Buena Vista ER. Page 12-14 Added: United Independent School District Elementary Schools, Middle Schools, and High Schools. Page 16 Added: (Optional); Page 33 Updated statement under Methods of Assessment: Various assessment tools will be utilized to assist the instructor in determining whether the student is progressing towards the achievement of course objectives. The assessment tools may consist of any of the following: exams (computer-based or written), lab practicals (skills performance), quizzes, written assignments, oral presentations, individual or group projects, scenarios, case reports or case studies, patient care documentation, simulation performance, clinical judgment exercises, competency-based evaluation, clinical or field evaluations, and affective domain evaluations. Page 33 updated statement under Assignments: All required work must be submitted by the assigned due date and time through the method identified by the course instructor. Acceptance of late work, including any penalty points, will be at the discretion of the course instructor. Late work may be refused if it is not submitted within the timeframe allowed by the instructor or course syllabus. If late work is accepted, penalty points may be assessed for each calendar day the assignment is late, including weekends and holidays. Students are responsible for confirming that assignments are submitted successfully. Technology issues, incomplete uploads, incorrect file submissions, or failure to follow submission instructions may result in the assignment being considered late or incomplete, unless otherwise approved by the instructor. Page 40 updated statement under Course Completion: Prior to the start of the first clinical/field rotation, the EMT, AEMT, and Paramedic students must have demonstrated competency by satisfactorily completing all of the required courses before rotations. Student competency will be demonstrated by achieving a minimum score of 70% or better on all required tests and laboratory practicals. Students must also successfully pass all required skills to be considered as demonstrating safe and competent performance for progression to clinical rotation. If the student has not

satisfactorily completed these requirements, the student will not be eligible to begin the clinical/field rotations and may be subject to remediation and program review, which may result in delay of progression or dismissal from the program. Prior to the start of the second rotation, the AEMT and Paramedic student must have demonstrated competency by passing all of the required didactic coursework, including tests, lab practicals, and the first clinical rotation. If the student has not satisfactorily completed these requirements, the student will not be eligible to begin the second clinical/field rotation and may be subject to remediation and program review, which may result in delay of progression or dismissal from the program. In order to progress to the third and fourth clinical and field rotations, the paramedic student must have demonstrated competency in skills and in the EMS courses. If the student does not complete these requirements satisfactorily, the student will not be eligible to progress and may be subject to remediation and program review, which may result in delay of progression or dismissal from the program. Page 41, updated statement under #8 Failure to submit required documentation may result in ineligibility for clinical/field placement. Clinical/field site(s) reserve the right to refuse placement for any student who does not provide the requested records or meet site-specific requirements. Page 41 – 42 updated statement under Conduct: Students are expected to conduct themselves in a professional manner with peers, faculty, staff, preceptors, educators, and guest speakers. The student must be aware of and abide by the facility's policies & procedures; the Code of Conduct and Code of Ethics; the EMS Program policies & procedures; and the LC Student Handbook. The clinical site reserves the right to refuse admission to any student who is involved in any activity not considered professional or conducive to proper patient care. If the student is asked to leave the clinical/field site for just cause, and this is substantiated by the Clinical Preceptor, Clinical Instructor, and Program Director following review, the student may be subject to disciplinary action, including, or dismissal from the program. Page 42 - 44 Added: **Social Media and Confidentiality** Students will not post, share, or transmit any patient information, images, clinical experiences, or identifiable details on social media or electronic platforms. This includes any information obtained during clinical or field experiences, regardless of whether patient identifiers are removed. All students must comply with the Health Insurance Portability and Accountability Act (HIPAA) and facility-specific confidentiality policies at all times.

Harassment and Discrimination: Students will not engage in any form of harassment, discrimination, or inappropriate conduct toward patients, staff, peers, or any individual encountered during clinical or educational activities. This includes behavior based on race, ethnicity, gender, religion, sexual orientation, disability, or any other protected characteristic. Such behavior will not be tolerated and may result in disciplinary action. **Non-Retaliation** Students have the right to report concerns related to patient safety, clinical environments, or inappropriate behavior without fear of retaliation. Any student who believes they have experienced or witnessed retaliation should report the concern to EMS Program faculty immediately.

Scope of Practice and Supervision Students will perform only those skills and procedures for which they have received appropriate instruction and authorization, and only under the supervision of an approved preceptor or instructor. Students will not perform any intervention outside of their level of training or without proper supervision. **Substance Use and Impairment** Students will not report to clinical or field assignments under the influence of alcohol, illegal substances, or any medication that may impair judgment, performance, or patient safety. Any suspicion of impairment may result in removal from the clinical site and further evaluation in accordance with program policies. **Professional Communication** Students will communicate in a respectful, clear, and professional manner at all times. This includes interactions with patients, families, staff, preceptors, and faculty, as well as communication via phone, radio, or electronic methods. Use of inappropriate language, tone, or behavior is not permitted. **Chain of Command** Students will follow the established chain of command when addressing concerns or issues. This includes first reporting to the assigned clinical preceptor, followed by the EMS Instructor, EMS Clinical Coordinator, and EMS Program Director as appropriate. **Patient Safety Priority** Students will prioritize patient safety at all times. If a situation arises that may compromise patient care or safety, the student is expected to immediately notify the preceptor or appropriate clinical staff and follow all applicable protocols. **Documentation Integrity** Students will accurately and honestly document all patient care activities, clinical experiences, and required skills. Falsification, omission, or misrepresentation of any documentation, including patient care reports or clinical tracking systems, is strictly prohibited and may result in disciplinary action. Students will accurately and honestly document all patient care activities, clinical experiences, and required skills. Falsification, omission, or misrepresentation of any documentation, including patient care reports or clinical tracking systems, is strictly prohibited and may result in disciplinary action. Students are required to submit their own original documentation for all patient encounters and clinical experiences. In situations where multiple students are involved in the care of the same patient, each student must independently complete their own documentation reflecting their individual assessment, observations, and participation in patient care. Submission of documentation that is identical or substantially similar to another student's work, including copying, sharing, or reproducing another student's report in whole or in part, is prohibited and will be considered a violation of academic and professional integrity. Violations of this standard may result in disciplinary action, including

remediation, assignment failure, removal from the clinical site, or dismissal from the program following program review. Page 44 Updated statement under Clinical and Field Orientation: The student in the EMS Program is required to attend a mandatory orientation of the clinical/field facility annually (Laredo Medical Center, Doctors' Hospital, Laredo Fire Department, and other agencies). *Students must attend the assigned orientation date and time provided to them by the EMS Program. Orientation is a prerequisite for participation in all clinical and field rotations. Students are required to arrive on time and must be present at the scheduled start time; late arrival or arrival after the start time will not be permitted and will be considered a failure to attend. Students must sign in to verify attendance, and failure to sign in will be considered a failure to attend orientation. No make-up orientations will be offered under any circumstances. Failure to attend the assigned orientation as scheduled will result in the student being ineligible to participate in clinical rotations and will result in dismissal from the program.* Students' input concerning the type of setting that interests them is welcomed; however, there is no guarantee of placement at a preferred site, shift, or location. The EMS Program and/or EMS Clinical Instructor reserves the right to assign, reassign, or remove a student from any clinical or field site at any time based on educational needs, site requirements, student performance, or professional conduct. Failure to attend will preclude a student from attending any clinical rotation. An accurate record of a student's attendance will be maintained. The Clinical Instructor will conduct a student orientation prior to the start of the rotation to review identified skills, course syllabus, and grading criteria.

Page 44-45 updated statement under Clinical and Field Assignments: Students' input concerning the type of setting that interests them is welcomed; however, there is no guarantee of placement at a preferred site, shift, or location. The EMS Program and /or EMS Clinical Instructor reserve the right to assign, reassign, or remove a student from any clinical or field site at any time based on educational needs, site requirements, student performance, or professional conduct. Page 45 ADDED 2nd Paragraph: In addition to completing required clinical hours, students must also meet all required patient contact types and skill competencies as defined by program objectives and accreditation standards. Failure to obtain required patient contacts or skill experiences may result in reassignment, additional clinical time, or delay in progression until requirements are met. The student is responsible for accurately tracking all clinical hours, patient contacts, and required skills throughout the duration of the program using the designated clinical tracking system (e.g., Platinum Planner or equivalent). Students must ensure that all entries are complete, accurate, and submitted in a timely manner. This includes proper documentation of patient encounters, skills performed, and preceptor verification where required. It is the student's responsibility to routinely monitor their progress toward completion of all required clinical hours, patient contact types, and skill competencies as defined by program objectives. Students are expected to identify any deficiencies in required experiences (e.g., specific patient populations, skill types, or clinical settings) and communicate these needs to the EMS Instructor or Clinical Coordinator in a timely manner. Failure to maintain accurate records, submit required documentation, or monitor individual progress will not be accepted as justification for incomplete requirements and may result in additional clinical assignments, delayed progression, or disciplinary action following program review.

Page 45-45 ADDED statement under Student Supervision: Students will function under the direct supervision of an assigned clinical preceptor at all times during clinical and field experiences. The clinical preceptor maintains full authority over all patient care activities involving the student, and preceptor decisions are final at the patient care scene or clinical setting. Students will not perform any independent patient care. All assessments, treatments, and interventions must be performed under the direction and approval of the assigned preceptor. Students are not permitted to act as the primary care provider without direct oversight. Students will only perform skills and procedures for which they have received prior instruction and have been authorized by the EMS Program, and only within the scope of their current level of training. Students are responsible for actively seeking guidance and approval from the assigned preceptor prior to performing any patient care activity. Failure to obtain appropriate supervision or deviation from preceptor direction will be considered a violation of program policy. Any action by a student that is deemed unsafe, outside the scope of training, or in violation of clinical site or program policy may result in immediate removal from the clinical or field site by the preceptor or EMS Program faculty. Students are required to immediately report any incident, error, unsafe condition, or deviation from standard care to the assigned preceptor and EMS Program faculty through the established chain of command. Failure to report such events will be considered a serious violation of program policy. Violations of supervision requirements will be addressed based on severity and frequency. Minor violations may result in counseling, written warning, and/or remediation with clearly defined corrective actions. Repeated minor violations may result in escalation of disciplinary action, including

removal from the clinical site, reassignment, or delay in progression. Serious violations, including but not limited to unsafe patient care, performing unauthorized procedures, failure to follow preceptor direction, or failure to report critical incidents, may result in immediate removal from the clinical site and may lead to accelerated disciplinary action, including dismissal from the program following program review. A pattern of repeated violations, regardless of severity, will be considered evidence of unsafe or unprofessional behavior and may result in progressive disciplinary action up to and including dismissal from the program. Page 46-47 ADDED statement under Evaluation of Students Skills in Rotations: Students are responsible for accurately documenting all completed skills in the designated clinical tracking system, including required preceptor validation where applicable. If a skill, patient contact, or clinical experience is not documented and verified, it will not be considered completed. The EMS Program does not guarantee that all required skills or patient contacts will be encountered during assigned clinical hours. Students are responsible for communicating any deficiencies in required experiences to the EMS Instructor in a timely manner. Students are required to attend all scheduled progress meetings and submit all required documentation within designated timeframes. Failure to attend required meetings or submit documentation may result in disciplinary action, delay in progression, or additional clinical requirements. The EMS Program reserves the right to audit all clinical documentation, skill entries, and evaluations at any time to ensure accuracy and compliance with program standards. Page 47 ADDED # 2 – 4 statements: Be referred to the EMS Instructor for formal remediation, which may include additional clinical assignments, skills reassessment, or competency evaluations within a specified timeframe. The student is responsible for completing all remediation requirements as directed. Failure to successfully complete remediation within the designated timeframe may result in removal from the clinical site, delay in progression, or dismissal from the program following program review. Repeated deficiencies in performance, documentation, or required competencies will be considered evidence of failure to meet program standards and may result in progressive disciplinary action up to and including dismissal from the program. Page 48 ADDED statement under Student's Evaluation of Clinical and Field Experience: Preceptor evaluations are based on direct observation of student performance and will reflect the student's ability to demonstrate safe, competent, and professional entry-level practice. The EMS Instructor maintains final authority in determining the student's clinical grade and may consider additional factors including, but not limited to, clinical documentation, skill completion, attendance, professionalism, and compliance with program policies. Students are responsible for reviewing and acknowledging all evaluation feedback in a timely manner and are expected to incorporate corrective feedback into subsequent clinical performance. Successful completion of all terminal objectives, including required clinical hours, patient contacts, skill competencies, and professional behavior standards, is required for program completion and eligibility for course credit. Failure to meet any required terminal objective may result in delay of program completion, requirement for additional clinical experiences, or other academic action as determined by the EMS Program. The EMS Program reserves the right to conduct a comprehensive review of the student's overall clinical performance to determine readiness for entry-level practice. Students may utilize the established grade appeal process as outlined in the course syllabus and The EMS Program handbook for any concerns related to evaluation or grading. Page 48 ADDED statement under Rotations Attendance: Students are expected to report to all assigned clinical and field rotations as scheduled. Failure to report to a scheduled clinical assignment without prior notification (no call/no show) will be considered a serious violation of program policy. A first no-call/no-show occurrence will result in a formal warning and documentation of the incident. A second or subsequent no-call/no-show will result in review for dismissal from the program following program review. Repeated absences, failure to attend scheduled clinical shifts, or patterns of noncompliance with attendance expectations will result in progressive disciplinary action, which may include written warning, remediation, removal from the clinical site, delay in progression, or dismissal from the program. Unforeseen emergencies may be considered on a case-by-case basis. Students are required to notify EMS Program faculty and the assigned clinical site as soon as reasonably possible. Documentation verifying the emergency or illness may be required and must be submitted within a timeframe specified by the EMS Program. Page 49 ADDED statement under Rotations Tardiness: Students who arrive after the scheduled start time are considered tardy. Late arrival will result in the student being sent home for the day. Students who are sent home due to tardiness will receive a zero for the day and the missed time is considered an absence requiring make-up in accordance with attendance policy. Tardiness is a violation of attendance expectations. A first occurrence will result in counseling and formal documentation. A second occurrence will result in a written warning. A third occurrence or pattern of tardiness will result in review for dismissal from the program following program review. Excessive or habitual tardiness, or failure to comply with scheduled clinical start times, is considered failure to meet program standards and will result in accelerated disciplinary action, including removal from the clinical site and review for dismissal from the program. Enforcement of the tardiness policy will be applied consistently in accordance with the EMS Program standards. Page 50 ADDED

statement under Rotations Lunch: During ambulance (field) rotations, breaks are subject to call volume and operational demands and will vary in length or may not occur during the shift. Students will remain available for patient care at all times and will immediately return to duty when directed by the preceptor or when operational needs require. Failure to comply with break expectations, including taking unauthorized breaks or failing to return to duty, will be considered unprofessional conduct and will result in disciplinary action. Page 50 Added statement under Rotations Dress Code: Students are responsible for all costs associated with purchasing and maintaining required uniforms and equipment. Students must arrive to all clinical and field rotations already in full uniform and in compliance with dress code requirements. Students will not be permitted to change into uniform on-site or after the scheduled start time. Students must also arrive with all required equipment and identification. Failure to arrive in full uniform or with required items will result in the student being sent home for the day and the occurrence will be treated as an absence. Page 51 ADDED # 12 and 13: Only outerwear (jackets, hoodies, or additional layers) approved by the EMS Program is permitted. Personal, private EMS, or non-program-affiliated jackets or outerwear are not allowed. Students are expected to maintain a professional appearance that meets both EMS Program standards and clinical/field site requirements. Clinical/field site policies will supersede the program dress code when more restrictive. Page 51-52 ADDED statement under Jewelry: **Required Equipment**

Students are required to report to all clinical and field rotations with the following minimum equipment:

- Stethoscope
- Penlight
- Trauma shears
- Wristwatch capable of measuring seconds
- Pen and notepad

Failure to bring the required equipment will result in the student being removed from the clinical site, and the occurrence will be treated as an absence.

Additional Items: Students may bring additional materials to support coursework during downtime, including textbooks or a laptop. These items are to be used strictly for educational purposes only.

Use of personal devices for non-educational purposes, including but not limited to games, social media, or entertainment, is not permitted during clinical or field rotations and will be considered unprofessional conduct.

Medical Assistant Program — UPDATED 2026-2027 academic year, page 1; UPDATED page numbers on Table of Contents for Criminal Background Check and Substance Abuse Procedure sections, pg. 3; UPDATED 2026-2027 academic year at the top of the page, pg 13; under Conditional Acceptance, ADDED “Physician Assistant” after physician in statement No. 1 and UPDATED statements No.’s 2-4 to be consistent with the other Health Sciences Divisions programs’ requirements, pg. 16; Under Educational Costs, REMOVED EHRgo bulleted information and UPDATED digital textbook information and costs, pg. 17

Physical Therapist Assistant —UPDATED: 2026-2027 academic year, first page and throughout the student handbook; UPDATED: Allied Health Physical Therapist Assistant Organizational Chart academic year to 2026-2027, adding Dr. Ramiro Rodriguez, PTA Instructor/Program Lead, page 7; UPDATED: About the PTA Program section to include the first-time licensure pass rate for 2023-2025 and number of 2025 graduates, page 8; UPDATED: Faculty section to add Dr. Ramiro Rodriguez title, office and phone number, page 8; UPDATED: List of current clinical affiliates, pages 10-11; UPDATED: Program Requirements section to reflect updates to “TB skin test (annual) or chest x-ray within two years, or T-Spot, or QuantiFERON-TB Gold Serum test” requirements and the background check vendor link change from Castlebranch to Disa Healthcare, page 12; ADDED: Food and Beverage Policy for Instructional Spaces to include “Small snacks and covered beverages (e.g., water bottles with secure lids) are permitted during lectures and labs, provided they do not disrupt instruction, compromise cleanliness, or compromise safety. Food and beverages are allowed only on designated tables during lab and open lab sessions, and must be kept away from practice areas, equipment, and patient-care simulations. Faculty may restrict or revoke food and beverage privileges if unsafe practices, inadequate cleanup, or disruption occur. Failure to follow this policy may result in removal from class or lab and disciplinary action in accordance with PTA Program policies.”, page 18; UPDATED: Code of Ethics section to reflect the new Code of Ethics for the Physical Therapy Profession adopted by the American Physical Therapy Association, page 29;

REVISED: Final Lab Practical Exam section to clarify that this applies only to PTHA 1531 Biophysical Agents, page 38; REVISED: Conduct section to include the new Code of Ethics for the Physical Therapy Profession, page 45; UPDATED: Appendix G to reflect updated Weekly Clinical Summary Report, pages 65-66; UPDATED: Appendix H to reflect contact information for Dr. Ramiro Rodriguez, PTA Instructor/Program Lead, page 67; UPDATED: Student Handbook Acknowledgement Form 2026-2027 year, page 73; REVISED: editorial revisions to punctuation, word choice and grammatical form were made throughout the PTA student handbook for clarity and updated links for accuracy.

Radiologic Technology Program — UPDATED 2026-2027 academic year page 1; REVISED grammatical errors; REVISED all links; REVISED organizational chart 5; REVISED about the program 6; REVISED program requirements 9; REVISED promotion/progression 18; REVISED dismissal policies 21; REVISED comprehensive exam 29.

Vocational Nursing Program — Academic year changed from 2025-2026 to 2026-2027 throughout the Handbook.; Changed Castlebranch to “DISA Healthcare Technology throughout handbook”; Punctuations, grammar, phone numbers, and alignment corrected throughout the handbook; Table of Contents: Added: Appendix S: Student Vocational Nursing Club (SVN) Membership Application; Organizational chart page 2: Revised: Organizational Chart to reflect current faculty positions/titles. Page 10: Revised: : 4. Immunization: “Two-step TB test upon entering, and annually thereafter, or chest x-ray within 2 years, or T-Spot, or QuantiFERON-TB Gold serum test.” “One dose of Tetanus-Diphtheria and Pertussis (Tdap) vaccine as an adult (18 years or older) is required within the last ten years.” And “Initiation of Hepatitis B (HBV) vaccine series prior to direct patient contact, but series must be completed based on the series requirements (initial, one month, and four months) or Heplisav-B (2 dose requirement).” Page 11: website revised: “ <https://disahealthcare.com/login/> “ Page 12 & 13: Revised: #12: If, at any time during enrollment, a student experiences a medical or surgical condition or is prescribed a controlled substance by a licensed medical practitioner, the following requirements apply: *The student must submit written documentation from a licensed medical practitioner releasing the student to continue or return to participation in clinical and nursing courses. The documentation must clearly identify any restrictions, if applicable. *If a controlled substance is prescribed, the student must submit written clearance from the prescribing practitioner specifically addressing the student’s ability to safely participate in the nursing program while taking the medication. All documentation will be reviewed by a Faculty Committee, which will determine the student’s eligibility to continue or resume nursing courses. Page 17: Technology used in Clinical Settings: Revised: “c. Cameras and/or video/audio recording from cellphones or other electronic devices may **never** be used to take pictures or video/audio of a patient, peers, personnel, etc. in the class, skills lab, and clinical settings.” Page 20” Educational Costs: Delete: UWorld \$300 (optional) and Add: “Prac+Safe \$60.00” and DISA Healthcare Technology Tracker + 2 Drug Screens \$120.00. Page 26: Instructor Availability: Delete: “Virtual Office”.

Page 32: Added: The V.N. program defines extenuating circumstances as serious, unforeseen, significant, and unavoidable events beyond a student's reasonable control that directly and adversely affect the student's ability to meet academic, clinical, or program requirements, including punctuality. Examples may include a serious illness or injury, a family emergency, the death of an immediate family member, military deployment, a traffic collision, an unexpected road closure, severe weather, or other extraordinary situations as determined by the program. Ordinary traffic delays, oversleeping, avoidable scheduling conflicts, or recurring transportation or childcare issues do not typically constitute extenuating circumstances. Students may be required to provide supporting documentation if unprofessional conduct is related to an extenuating circumstance.

Page 39: Tardiness for Theory: Revised: “Habitual tardiness is unprofessional and disruptive to the class. If a pattern of tardiness develops, the student will be advised and a Student Progress Form will be issued. This documentation will be noted in the student’s academic file; in addition, the student may jeopardize their standing in the program since a specific number of contact hours must be met based on the Texas Board of Nursing Rules and Regulations”. Habitual tardiness is defined as three (3) or more instances of arriving late to any scheduled class during a semester.

Page 42: Tardiness for Clinical: Revised:

Reporting on time to the assigned clinical site is expected as a demonstration of professional behavior. A student arriving after the scheduled clinical time or a scheduled break end may be dismissed from the clinical site and will receive a grade of “zero” for the clinical day and be counted as absent. Students must notify the instructor if tardiness is expected. Students who arrive late to a mandatory clinical orientation will receive a grade of zero for that day; however, all required clinical orientation hours must still be completed to comply with clinical site requirements.

Page 42: Added “Early Departure from Clinical” and statement “Students are expected to remain at the clinical site for the **entire scheduled time/shift**. In the absence of approved extenuating circumstances, any student who leaves the clinical site before the scheduled end of the shift, or requests early dismissal, will be counted absent for the clinical day and assigned a grade of “zero”.

Page 42: Added: *Extenuating circumstances for tardiness/absences will be reviewed in accordance with procedure.* Page 43: Dress Code: Revised: “A ****neat, pressed, clean, and appropriately sized nurse’s uniform in the official Laredo College–approved hunter green color** is required. **No other shade, variation, or interpretation of hunter green is permitted**, regardless of similarity. Uniforms that are lighter, darker, faded, or do not match the official LC-approved color will be considered **out of compliance.**” Page 45: Jewelry: Revised: “Jewelry worn in the clinical setting must be **minimal, conservative, and compliant with clinical facility standards. No piercing jewelry is permitted**, with the following exceptions only:

- **One plain wedding band**
- **One pair of small stud earrings worn on the earlobes only**

All other jewelry is prohibited, including but not limited to **hoop or dangling earrings, bracelets, necklaces, anklets, rings (other than a plain wedding band), and permanent jewelry.**

A watch with the ability to measure seconds must be worn at all times during clinical. **Facial and body piercings are strictly prohibited** in the clinical setting, including but not limited to piercings of the **nose, eyebrow, lip, tongue, or any other visible location.**

Students are required to comply with the **policies and standards of the assigned clinical facility at all times**. Failure to adhere to these requirements may result in dismissal from clinical and disciplinary action in accordance with program policy” Page 47: Personal Electronic Devices: Added: “Smart watches” and statement: “**Recording or surveillance devices of any kind are strictly prohibited**, including but not limited to **smart recording glasses, wearable cameras, body cameras, or any device capable of audio, video, or image recording.** Use or possession of such devices in the clinical setting is not permitted due to **patient privacy, confidentiality, and HIPAA regulations**”. Page 61: Course Remediation: Added: “a. Failure to submit by the due date will result in a progress note. Upon a second occurrence, the matter will be reviewed by a committee, and the student’s standing in the program may be jeopardized”. Page 92: Revised: Applicant’s name: “(Submit to DISA Healthcare Technology and clinical course on Canvas)”. Page 95: Added Appendix S: Student Vocational Nursing Club (SVN) Membership Application

Workforce Education Division

Automotive Collision Repair Technology Program — No Changes to handbook.

Automotive Technology Program — No Changes to handbook.

Business Management — No Changes to handbook.

Child Development — Pg.2 updated organizational chart by correcting Dr. Heriberto Hernandez’s title to Associate Provost/South Campus Administrator and removing Dr. Horacio Salinas Jr. from Dean of Workforce. Also changing the Departmental Chair's name to Ms. Gloria Castillo and removing Mrs. Anna Laura Vela as instructor. Updated contact email. Pg.4 Updated Page Numbers. Pg.8 Revised Due to the nature of the curricula. Pg.11 Updated Additional Requirements and renewed font. Pg.12 Updated Prerequisites. Pg.36 Updated Department Chair to Ms. Gloria Castillo. Pg.47 Added Student Survey. Pg.48 Added Six-Month Follow-Up.

Computer Aided Drafting and Design Technology Program — Pg. 1 – updated year. Pg. 2. - Updated Table of Contents. Removed CAD Draftsman Level I Certificate as it was retired. Page numbers were updated. Pg. 3 – changes to the organization chart to update Dr. Salinas's and Dr. Hernandez's titles. Pg. 4 – updated the catalog year to 2024-2025. Corrected any instances of the "CADD" acronym which only had one "D." Pg. 5 - Corrected any instances of the "CADD" acronym which only had one D. Removed mention of the certificate I. Corrected amount of hours for CADD certificate II from 45 to 24. Pg. 10 – Page was removed as the certificate I was removed. New page became certificate II. Courses were adjusted to represent certificate II. All consecutive pages were changed in number. Pg. 12 – Removed certificate I. Revised certificate II. Pg. 15 – Revised the Computer Aided Drafting occupational skills award to remove DFTG 2340 and include DFTG 1310.

Construction Management – Pg. 1: Updated the department name. Pg. 2. Updated the footer section with the revised department name. Pg. 3: Updated Dr. Heriberto Hernandez's job title and removed Dr. Horacio Salinas as Dean of Workforce Education. Removed Dr. Alfonso Juan Hinojosa as Director and replaced him with Mr. Jesus Contreras as Department Chair for the Construction and Industrial Department. Updated contact information.

Cosmetology Program — Change Program Mission Statement page 7; The Cosmetology Program empowers students through innovative and affordable education. By promoting lifelong learning, we equip our students with the skills to excel in the beauty industry and positively impact our local and regional communities. Add information to Admission Requirements page 7 and 8; Application Requirements: Must have a High School Diploma or GED, Apply to Admissions to Laredo College and must be accepted ([click here](#) for more information), Students must meet a High Intermediate Reading Level assessment (Assessment will be provided by the Cosmetology Department.), Selection Process: Be on the Cosmetology Program Waiting List (Student name will be active only for one year, being on the waiting list does not guarantee a spot in the program), Registration is based on a first-come, first-served basis, Clear all holds at the Registrars and Admissions office, Students must meet with a Cosmetology Professor for Advising and to obtain a registration permit, Student must take registration permit to the registrar's office to register for the Cosmetology courses (registration permit will expire in three business days), Conditional Acceptance: A student accepted in the Cosmetology Program must submit the following documentation for the Texas Department of Licensing and Regulation (TDLR) SHEARS (Student Hour and Enrollment Automated Reporting System) registration to obtain a Texas Operator Student Permit Number to practice Cosmetology salon services. Copy of Social Security Card or TDLR Student Permit Application, A profile picture sized: 2 in. x 2 in. (passport picture), A government-issued ID (Ex. Passport, State ID, Driver License, Matricula Consular), A \$25 money order for first-time SHEARS registration, Requirements must be met by the first-class date to remain enrolled in the Cosmetology Program. Correction on Prerequisites for Semester II page 9; Texas Cosmetology Laws and Rules Book, Rule 83.72. Remove Student Services from page 12. Add Cosmetology Lab Guidelines page 13 and 14; Professional Conduct, Client Communication: Always greet clients warmly and communicate clearly about services and procedures. Confidentiality: Maintain client privacy and confidentiality at all times. Personal Presentation: wear your uniform and maintain personal hygiene. Gossip: Maintain a positive atmosphere in the lab and classroom by avoiding gossip. Hygiene and Sanitation, Hand Hygiene: Wash hands thoroughly before and after each client interaction. Tool Disinfection and Sterilization: Disinfect and sterilize all tools and equipment before and after each use. Cleaning work areas: Clean and disinfect all work area surfaces: pedicure, manicure, facial, chairs, stations, shampoo bowl, sinks, and floors. Single-Use Items: Use disposable items when possible and dispose of them properly after each use. Laundering: Launder reusable items, such as towels and capes, regularly. Food: Students are not allowed to store food at their styling stations or eat in the lab or theory classroom. Safety Procedures, PPE Use: Wear appropriate personal protective equipment, such as gloves and masks, when necessary. Chemical Handling: Store and handle chemicals safely, following manufacturer guidelines. Emergency Preparedness: Know the location of emergency exits, fire extinguishers, and first aid kits. Equipment and Tools, Proper Use: Use all tools and equipment according to the manufacturer's instructions. Maintenance: Regularly inspect and maintain equipment to ensure it functions well. Inform your instructor immediately if any equipment is malfunctioning. Client Services, Consultation: Perform a thorough consultation with each client to understand their needs and preferences. Aftercare: Provide clients with aftercare instructions and products to maintain their treatments. Waste Disposal, General Waste: Dispose of general waste in designated bins. Hazardous Waste: Follow local regulations for the disposal of hazardous waste, such as chemicals and sharp objects. Professional Development, Feedback: Encourage and act upon feedback from clients and peers to improve services. Removed Transfer Students page 14; Change the campus police number on page 16; add do not step out of the lab or theory classroom for more than 5 minutes on page 17.

Culinary Arts Program — Pg.2 updated organizational chart by correcting Dr. Heriberto Hernandez's title to Associate Provost/South Campus Administrator and removing Dr. Horacio Salinas Jr. from Dean of Workforce.

Cybersecurity Institute — Updated Disclaimer section to reflect current institutional guidance and remove outdated COVID-specific language. Page 4. Updated About the Program section to reflect current awards structure (one AAS and one Level II certificate) and to streamline program description and expectations. Page 5. Updated Prerequisites/Admission Requirements section to implement selective admission criteria, including TSI completion, prerequisite coursework, minimum GPA, certification requirement, background check, and statement of interest. Page 7. Updated progression language to clarify GPA requirements and program standards for continued enrollment. Page 5. Updated Capstone Course section to modernize language and align with applied learning outcomes. Page 10. Updated Code of Ethics section to remove signature requirement and transition to handbook-based enforcement. Page 10. Updated Professionalism section to reflect current program expectations and professional standards. Page 9.

Diesel Engine Mechanics and Repair Technology Program — No Changes to handbook.

Electrical Technology Program — Pg. 1: Updated the department name. Pg. 2: Updated Dr. Heriberto Hernandez's job title and removed Dr. Horacio Salinas as Dean of Workforce Education. Updated the department name associated with Mr. Jesus Contreras. Removed Jaime C. Perez as instructor and added Mr. Ricardo Perez as instructor.

Electronic Technologies Program — Pg. 1: Updated the department name. Pg. 2: Updated Dr. Heriberto Hernandez's job title and removed Dr. Horacio Salinas as Dean of Workforce Education. Updated the department name associated with Mr. Jesus Contreras. Updated contact information.

Forensic Science Technology – Page 1: Updated year to 2026 – 2027.

Global Logistics Center - Pg 2. Organizational Chart: deleted "Associate Provost/Strategic and Collaborative Partnerships" inserted "Associate Provost/South Campus Administrator", deleted "Horacio Salinas" inserted "vacant", deleted "Logistics/Distribution Management Instructor Department Chair" inserted "Associate Professor of Logistics and Distribution Department Chairperson", deleted Logistics/Distribution Management Instructor Logistics/Distribution Management Program Coordinator" inserted "Logistics and Distribution Instructor Logistics and Distribution Program Coordinator", deleted "Bianca Vela" inserted "Jessica Leal", deleted "Global Import, Export, and Logistics Center" inserted "Global Logistics Center", Pg 3. Deleted "Global Import, Export and Logistics Center" inserted "Global Logistics Center"

Heating, Ventilation, Air Conditioning, and Refrigeration Program — Pg. 1 Updated the department name. Pg. 2. Removed the blank page and shifted the information upward. Updated Dr. Heriberto Hernandez's job title, removed Dr. Horacio Salinas as Dean of Workforce Education, and updated the department name associated with Mr. Jesus Contreras.

Homeland Security Studies Program — Page 1: Updated year to 2026 – 2027. Centered the logo

Networking Technologies Program —Pg. 3 updated Dr. Hernandez new title Dr. Heriberto Hernandez Associate Provost Strategic & Collaborative Partnerships, removed Dr. Horacio Salinas, Jr. Dean of Workforce Education; removed Dr. Abdul Mohammed from instructor list.

Protective Services: PAGE 2: Updated year to 2026 – 2027. Changed Manuel Maciel's title to Director in the organization chart. Changed the Instructional Assistant name to Oscar Castillo. Removed Briana Ponce from the faculty section and added Antonio Cavazos and his title. Changed Roberto Peralta's title to Criminal Justice Instructor. Changed Nelda Crooks' title to Professor of Protective Services.

Regional Law Enforcement Academy - Page 4: Section 2.6 Physical Fitness Assessment Requirements, content was revised and page, reflecting date of assessment from week 2 to week 8. 5: Section 2.8 Sponsored Cadet Tuition Responsibility content was revised to clarify on cadets that repeat academy.

Welding Technology Program — Pg. 1: Updated the department name. Pg. 2: Updated Dr. Heriberto Hernandez's job title and removed Dr. Horacio Salinas as Dean of Workforce Education. Updated the department name associated with Mr. Jesus Contreras.

New or Deleted Handbooks:

Data Analytics (AAS) Program – A new handbook.

Data Analytics (BAT) Program – A new handbook.

Fire Science Program – Deleted.