



PTAC 1332-221CL
Process Instrumentation
Summer 2022
5pm-9:50pm M-W

Instructor Information:

D. Lewis
dlewis22@com.edu
4099338607

Student hours and location:

Monday 4pm – 4:45pm
Tuesday 1pm – 1:45pm
Wednesday 4pm – 4:45pm
Thursday 1pm – 1:45pm

Required Textbook/Materials:

Process Instrumentation Second Edition (NAPTA/Pearson)
ISBN-13: 978-0-13-521392-6

Course Description: This is the introduction to chemical and refinery plant operations/instrumentation. Topics include process technician duties, responsibilities and expectations; plant organizations; plant process and utility systems; and the physical and mental requirements of the process technician. The student will relate an overview of a typical process plant; identify process equipment; state the purpose of equipment; describe safety, health, and environmental components; and describe the roles, responsibilities, and work environment. Prerequisite: CPT Reading 61.

Course requirements: Student is required to participate in all in class and out of class activities and assignments

Determination of Course Grade/Detailed Grading Formula: Grades will be determined by 5 Test and a Power Point Presentation. Students who have an **A average after the 5th test will be exempt from the Power Point presentation.**

Late Work, Make-Up, and Extra-Credit Policy: No late work or late test/exams will be accepted. There will be exceptions made for emergency situations which will be determined by the instructor.

Attendance Policy: Students are required to be in class on scheduled class days. Students who miss 6 classes during the semester will be dropped from the class. **Please see Fn Grading below.**

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS)

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Define and use terminology	*Critical Thinking	Homework, Exams, Quizzes
2. Identify and describe components, basic functions and scientific principles associated with process equipment	*Critical Thinking *Communication-writing *Personal Responsibility-attendance	Homework, Quizzes, Exams, Class attendance & participation,

Academic Dishonesty: Any Student caught cheating in any manner will be given a grade of 0

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Derrick Lewis Department Chair dlewis22@com.edu 409-933-8706

Course outline: (include calendar with lecture topics, due dates) Listed Below. Syllabus may be changed as instructor sees the need.

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. To withdraw from the 10-week Summer session is Aug 1.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Week#	Session	Topic	Reading Assignments & Homework Due Dates
1	1	Class Overview (Ch.1), Start Ch.2 Lecture	
	2	Start Ch.3-4 Lecture	

2		Start Ch.5 Lecture / Test review	
		Test	
3		Begin Ch. 6 self-study summary Paper (Rubric will be provided) Start Lecture Ch. 8&10	
		Start Ch.10,11 Lecture	
4		Ch.12, 13 Lecture	
		Ch.14 Lecture / Control Loop Board Drawings	
5		Control Loop Board Drawings / Test review	
		Test	
6		Ch. Lecture 15, 16	
		Ch. Lecture 15, 16	
7		Control Loop Board Drawings	
		Control Loop Board Drawings	
8		Test	
		Lecture Ch. 17, 18,	
9		Lecture 19, 21	
		Test	
10		Power Point Presentations	