



PTAC 1332-122CL
Process Instrumentation
Fall 2021
1:30pm-4:50am T-Th

Instructor Information:

D. Lewis
dlewis22@com.edu
4099338607

Student hours and location:

Monday 11am-12pm & 1pm-3pm
Tuesday 11am-12pm
Wednesday 11am-1pm & 1pm-3pm
Thursday 1pm-1:30pm

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 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,

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)

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

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. The last date to withdraw from the 1st 8-week session is October 6. The last date to withdraw from the 16-week session is November 19. The last date to withdraw for the 2nd 8-week session is December 2.

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.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit com.edu/coronavirus for future updates.

Week#	Day/Date	Topic	Reading Assignments & Homework Due Dates
1		Class Overview (Ch.1), Start Ch.2 Lecture	Ch.2 - 5
		Finish Ch.2 Lecture, Start Ch.3 Lecture	Ch.2 - 5
2		Finish Ch.3 Lecture, Start Ch.4 Lecture	Ch.2 - 5
		Finish Ch.4 Lecture, Start Ch.5 Lecture	Ch.2 - 5
3		Finish Ch.5 Lecture, Q&A over Ch.2-5	Ch.2 - 5
		Test Review	Ch.2 - 5
4		Test Over Ch.2 - 5	
		Lecture Ch. 6,7	Ch. 6 – 9
5		Lecture Ch. 8,9	Ch. 6 – 9
		Test Review	Ch. 6 - 9
6		Test Over Ch. 6 - 9	
		Ch.10,11 Lecture	Ch. 10 - 14
7		Ch.12, 13 Lecture	Ch. 10 - 14
		Ch.14 Lecture	Ch. 10 - 14
8		Control Loop Board Drawings	Ch. 10 - 14
		Control Loop Board Drawings	Ch. 10 - 14
9		Test Review	Ch. 10 - 14
		Test Over Ch.10-14	
10		Ch. 15 Lecture, In Class Drawing	Ch. 15 - 16
		Ch. 16 Lecture, In Class Drawing	Ch. 15 - 16
11		In Class Advanced Control Loop Drawing	Ch. 15 - 16
		In Class Advanced Control Loop Drawing	Ch. 15 - 16
12		In Class Advanced Control Loop Drawing	Ch. 15 - 16
		Test Ch. 15 - 16	
13		Start Ch.17 Lecture (If time permits start Ch.20 Lecture)	Ch. 19,21

		Start Ch.19, 21 Lecture	Ch. 19,21
14			Ch. 19,21
		Control Loop Drawing	All control loops Simple and advance
15		Test Review (Final)	
		Test Final	
16		Power Point Presentations	Students with an A avg will be exempt. THIS IS NOT EXTRA CREDIT!!!!AND YOU MUST ATTEND ALL REMAINING CLASSES
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