



PTAC 1310-211 CL
Process Tech I – Equipment
Fall 2022
Monday/Wednesday 6pm-8:20pm
ICB Room 201

Instructor Information: Adrian Mejia
Email: amejia5@com.edu
Phone: 409- 933-8140

Student hours and location:

Office Room : 207-14

Office Hours : Mon/Wed 11:20AM-1:20PM

Tues/Thurs 7:00AM-8:00AM

5:15PM-6PM

Required Textbook/Materials: Process Technology Equipment

Course Description: (catalog description is acceptable) Process Technology I – Equipment is one of the eight core courses in the Process Technology Alliance curriculum, sponsored by the North American Process Technology Alliance (NAPTA, formerly GCPTA). The two-year program has been created to train students for careers as process technicians in the chemical and refining process industries.

This course is designed to give the class member an introductory review of the equipment necessary in the process industries. It will cover the how and why basics of equipment, such as piping, valves, pumps, heat exchangers, turbines, compressors and instruments. This course provides the background necessary for both the Systems and Unit Operations courses.

Upon completion of this course, students should be able to continue with the core courses for the PTEC program with the basic foundation required to understand why and how a plant works. The student will learn these techniques by class discussions of equipment details, their many types, their theory of operations, in-class demonstrations of the equipment and systems such as the PTEC Glycol Separation Unit (GSU), by assigned homework, and other assignments as required.

Course requirements: (including description of any special projects or assignments)

Determination of Course Grade/Detailed Grading Formula: Determination of Course Grade/Detailed Grading Formula: There will be 4 exams each worth 25% .

Exam 1=25%

Exam 2=25%

Exam 3=25%

Exam 4=25%

You will have to read chapters and may have surprise quizzes.

Late Work, Make-Up, and Extra-Credit Policy: Assignments, Quizzes and Exams are not allowed to be made up. If you miss an Assignments, Quizzes, or Exams, you will be given a grade of 0. There will be exceptions made for emergency situations which will be determined by the instructor. Refer to schedule for grading point system.

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. Describe and use terminology	*Critical Thinking	Homework and Exams
2. Identify and describe components	*Critical Thinking	Homework, quizzes and Exams ,projects , class attendance and participation.
3.Basic function and scientific principles	*Critical Thinking	Homework, quizzes and Exams ,projects , class attendance and participation
4.Understanding the function of Process equipment	*Critical Thinking	Homework, quizzes and Exams ,projects , class attendance and participation
5. Writing permits and understanding the relationship between permits and equipment	*Critical Thinking, personal responsibility.	Homework, quizzes and Exams ,projects , class attendance and participation

Academic Dishonesty: (Describe your academic dishonesty policy and state) Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on assignments, quizzes, and exams is an extremely serious offense and will result in a grade of zero and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

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 Mr. Derrick Lewis 409-933-8607 his email is dlewis22@com.edu

Course outline: I. Week 1-4: Lecture/Reading Assignments: Ch. 1,2,3,4,5 Test 1:

II. Week 5-8: Lecture/Reading Assignments: Ch. 6,7,8,9,10 Test 2: We will also be going over writing permits and the importance of writing permits.

III. Week 11-12: Lecture/Reading Assignments: Ch. 11,12,13,14,15 Test 3: We will also be going over LO/TO and the importance of LO/TO.

IV. Week 13-16: Lecture/Reading Assignments: 16-20 Test 4:

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 Michelle Brezina at 409-933-8124 or mvaldes1@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

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 5. The last date to withdraw from the 16-week session is November 18. The last date to withdraw for the 2nd 8-week session is December 1.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN 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 FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN 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.