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| Honorary                | Instructor   |
| Instructor              | Mark Simmons   |
| E-Mail                  | <a href="mailto:Mark.simmons@clarendoncollege">Mark.simmons@clarendoncollege</a>   |
| Phone                   | 806-681-6440   |
| Office Hours            | Generally, one hour before evening class, one hour after morning class, or call for appointment.   |
| Catalog Year            | 2024-2026  |
| Disability Statement    | Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact their instructor.   |
| Course Title            | Introduction to Welding Using Multiple Processes   |
| Course Name and Number  | WLDG 2413  |
| Course Section          | 101-231  |
| Semester                |  |
| Prerequisites           |  |
| Course Description      | An overview of the basic welding processes, including oxyfuel welding and cutting, shielded metal arc (SMAW), gas metal arc (GMAW) and gas tungsten arc welding (GTAW).  |
| Department Expectations |  |
| Hours                   | (3 sem hrs; 2 lec, 2 lab)  |
| Class Type              | On Campus Course   |
| Textbooks               | No textbook  |
| Supplies                | <ul style="list-style-type: none"> <li>• Bibs or Sleeves</li> <li>• Gloves</li> <li>• Head Covering, e.g. Welding Cap or Cotton Head Coverings</li> <li>• Heavy Denim or Wool Shirts</li> <li>• Jeans, Wool Pants, Coveralls or Overalls</li> <li>• Leather Boots or Shoes</li> <li>• Safety Glasses</li> <li>• 12 Ga. Extension Cord</li> <li>• Cutting Goggles or Tinted Safety Glasses</li> <li>• Slip Joint Pliers</li> <li>• Tip Cleaner</li> <li>• Welding Helmet with Extra Clear Lenses and Lens Cleaner</li> <li>• Chipping Hammer</li> <li>• Four or Seven Inch Grinder, with Wire Brush and Matching Disks</li> </ul> |

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|                     | <ul style="list-style-type: none"> <li>• Steel Wire Brush</li> </ul>  |
| Student Performance | <ol style="list-style-type: none"> <li>1. Demonstrates proper use and inspection of Personal Protection Equipment (PPE).</li> <li>2. Demonstrates proper safe operation practices in the work area.</li> <li>3. Demonstrates proper use and inspection of ventilation equipment.</li> <li>4. Performs safety inspections of manual OFC equipment and accessories.</li> <li>5. Makes minor external repairs to manual OFC equipment and accessories.</li> <li>6. Sets up for manual OFC operations on carbon steel.</li> <li>7. Operates manual OFC equipment on carbon steel.</li> <li>8. Performs straight, square edge cutting operations in the flat and horizontal positions on carbon steel.</li> <li>9. Performs safety inspections of SMAW equipment and accessories.</li> <li>10. Makes minor external repairs to SMAW equipment and accessories.</li> <li>11. Sets up for SMAW operations on carbon steel.</li> <li>12. Operates SMAW equipment on carbon steel.</li> <li>13. Performs safety inspections of GMAW equipment and accessories.</li> <li>14. Makes minor external repairs to GMAW equipment and accessories.</li> <li>15. Sets up for GMAW-S operations on carbon steel.</li> <li>16. Operates GMAW-S equipment on carbon steel.</li> </ol> |

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| <p><b>Students Rights and Responsibilities</b></p> | <p><b>Student Rights and Responsibilities</b></p> <p>Student Rights and Responsibilities are listed on the College website at: <a href="http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf">http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf</a></p> <p>The role of Clarendon College is to encourage individuals of all ages to develop their skills and talents based on their abilities and interests, so that collectively they may contribute to the growth and development of this democracy. College policies, procedures, and regulations are formulated to promote an appropriate teaching and learning environment where each student has the freedom to learn and where the constitutional rights of others are protected.</p> <p>The concept of rights and freedom, no matter how basic or widely accepted, carries with it corresponding responsibilities. Students, as well as other members of the college community, enjoy the same constitutional and civil rights guaranteed all citizens; at the same time, they are subject to the laws of the nation, the State of Texas, and the local community. All members of the college community have a strong responsibility to protect and maintain an academic climate in which the freedom to learn can be enjoyed by all. To this end, certain basic regulations and policies have been developed to govern the behavior of students as members of the college community.</p> <p>Violations of student conduct regulations will be handled through the Office of the Vice President of Student Services. Violations of federal, state, and/or local laws make a student subject to civil or criminal action in addition to disciplinary action by the College. Each student is responsible for knowing the policies and regulations of the College.</p> <p><b>Freedom of Expression</b></p> <p>The rights of free speech and peaceable assembly are fundamental to the democratic process. The College supports the rights of students of the college community to express their views and opinions on actions or ideas, to associate freely with others, and to assemble peacefully.</p> <p>Whether expressing themselves as individuals or in organized groups, members of the college community are expected to conduct themselves responsibly, according to law, and to respect the basic educational goals of the College. Accordingly, the College insists that free expression not violate the rights of others. Disruption of the educational process and functions of the College, or violation of law, would constitute such a violation.</p> <p>Students wishing to assemble must complete an official request with the Vice-President of Student Services. The institution reserves the right to determine the time and location of such assemblies in order to ensure that the educational process is not disrupted. The use of amplified equipment is prohibited in student assembly and speech. The institution will not tolerate hate speech, defined as "...the lewd and obscene, the profane, the libelous, and the insulting or 'fighting' words – those which by their very utterance inflict injury or tend to incite and immediate breach of the peace." (Chaplinsky vs State of New Hampshire, 315 U.S. 568, 1942)</p> <p><b>Freedom of Access</b></p> <p>Within the limits of its resources, Clarendon College shall be open to all applicants who are qualified according to current admission requirements. Clarendon College does not discriminate on the basis of race, creed, color, national origin, mental or physical disabilities, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services, programs, and activities.</p> <p><b>Freedom of Association</b></p> <p>Students are free to associate to promote their common interests. They have the right to seek, through official procedures, and establish organizations of their choosing so long as such are not in conflict with the educational purposes of the College. Students have the right to affiliate with officially recognized campus organizations of their choice, within the requirements of those organizations relative to membership.</p> <p><b>Academic Rights of Students</b></p> <p>The College has the responsibility of providing a program of quality education in keeping with its financial resources; students have protection through campus-designed procedures against prejudiced or</p> |
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| Log in using<br>the student<br>Connect<br>Portal | <p>Student portal on the main directory will be your method of access..</p>   |
| Expected<br>Student<br>Behavior                  | <p><b><u>Notebook &amp; Class Equipment</u></b></p> <p>Students are recommended to take notes during lectures and should maintain a class notebook containing handouts and reference materials. Students shall furnish personal protective equipment to include safety glasses and have their own personal hand tools similar to those on the department tool list.</p> <p><b><u>Shop Policy</u></b></p> <p>Read safety handouts provided, use common sense, maintain safe shop practices, keep <u>your</u> Lab clean, and orderly. Keep all safety shields/guards, and equipment in place at all times. Notify your Instructor of faulty wiring/equipment, worn or damaged tools, or missing parts. No horseplay is allowed whatsoever. Academic disciplinary measures will be promptly administered to offending person(s). Please help the Instructor to maintain order so that he can be free to use <u>your</u> time for more effective teaching, and less time housekeeping. We all can enjoy the benefits of an effective and conducive learning environment. Remember to use your safety glasses when entering the shop area.</p> <p><b><u>Tools, Equipment, and Clothing</u></b></p> <p>Students shall wear appropriate clothing to perform any work task assigned. Tools and equipment specified for this class and any preliminary class in the curriculum are to be furnished by the student. Failure to dress for work or bring needed equipment may count as an absence. All tools should be properly used and cared for, thus allowing for longevity and safety of both the user and the tool.</p> <p>All Welding students are expected to follow the Clarendon Technical Education Code of Professional Conduct</p> |

# **Clarendon College Technical Education Code of Professional Conduct**

Clarendon College has the responsibility to provide you with the education, training and "hands on" practice to become a professional in your chosen field. The instruction, equipment, facilities and apparatus are provided for your use. Studying, practicing and *learning* are required by you.

As a participating student in Clarendon College Technical Programs, you will be expected to act, perform and train in a professional manner. The following rules and guidelines are to be followed by everyone.

## **Attendance:**

Unless it is an emergency, it is highly recommended that you do not miss class. Recovery of missed information will be the responsibility of the student. Class begins at the scheduled time. If you are not in your seat in class or at the designated location during laboratory exercises, you will be counted as tardy. The student will be required to show an acceptable understanding of the topic(s) covered during their absence . Check syllabus for your instructor's policy regarding attendance.

## **Professional Attire:**

Every student will be required to provide long sleeved shirts or leathers.

Pants will be:

- clean and well maintained
- no large rips or tears
- held at the waist (i.e no sagging)

- blue jeans or long pants (no sweats/exercise pants)
- have no hanging chains/loose strings (safety issue)

There will be no caps, hats, bandanas, beanies, or hoods allowed to be worn in the classroom. Lab attire will be determined by your instructor . Please check your syllabus .

Your Personal Protective Equipment (**PPE**) shall be worn when indicated by the instructor in charge during any training, field, or laboratory exercises . It is your responsibility to keep your equipment clean and in good shape.

## **Required professional attire is mandatory for class and laboratory participation .**

### **Tools I Equipment I Books I Supplies I PPE:**

You must show up to class with the required list of tools/equipment/books/supplies/PPE listed on your syllabus in order to be allowed to participate and earn credit for the day.

## **Conduct:**

Due to the importance of maintaining a safe atmosphere in the training field/laboratory environment as well as in the classroom, any disruptive behavior will not be tolerated . All students are expected to be respectful, courteous, attentive and quiet in order to support the learning environment.

There shall be no smoking except in designated areas and during designated breaks.

Students shall refrain from the use of abusive or slanderous language. There is to be no horseplay, fighting, harassment or

misconduct by anyone . Any student who uses, has in their possession, or is under the influence of illegal drugs or alcohol on campus or at the training field will immediately be turned over to the campus police for appropriate action. This will be a ZERO tolerance policy with immediate steps taken toward withdrawal from Clarendon College . This applies to plagiarism as well and cheating.

## **Electronic Devices:**

All electronic devices which produce audible sounds **must be silenced** during class and on the laboratory/training field. All visual slides and materials are the property of the instructor and may be copyright protected, hence no photocopy is allowed.

See the syllabus for your instructor's policy on this matter.

## **Grievances:**

If you have a dispute concerning your grade or policies in this class, it is the student's responsibility to contact the instructor to discuss the matter. Should things remain unresolved, please follow the procedures described in the Clarendon College Student Handbook or College Policy Manual.

**NOTE: Compliance with the  
Clarendon College Technical  
Education Code of Professional**

# Conduct is mandatory for class participation.

Stealing, vandalism, or pilferage will be dealt with severely!! No drugs, tobacco, drinks, or food allowed!

**All students are expected to follow the Clarendon College Students Code of Conduct. Any violation of this Code will be dealt with appropriately.**

Students should complete all projects at the REQUIRED PROFESSIONAL LEVEL. They will be scored on neatness, completeness, procedure, professionalism, attitude, attendance and punctuality, shop cleanup, and SAFETY PRACTICES. There are no required bend tests for this course, as it is a course for non Welding majors.

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|            | <p>77-84% ----- C</p> <p>70-76% ----- D</p> <p>&lt;70% ----- F</p>  |   |
| Attendance | <p>Attendance in class and lab participation is regarded as a requirement and an obligation for learning. Students should be in attendance and on time for all scheduled classes. .</p> |   |
| Calendar   | <p><b>Class Meeting 1 TENATIVE SCHEDULE</b></p> <p>Class orientation, discuss syllabus, assign equipment lockers, review shop safety</p>  | <p><b>Class Meeting 2</b></p> <p>Discuss requirements/specifications and start Oxy-Fuel Welding &amp; Cutting</p> |
|            | <p><b>Class Meeting 3</b></p> <p>Continue with oxy-fuel practice</p>  | <p><b>Class Meeting 4</b></p> <p>Continue with oxy-fuel practice</p>  |
|            | <p><b>Class Meeting 5</b></p> <p>Continue with oxy-fuel practice</p> <p>Oxy fuel written exam</p>   | <p><b>Class Meeting 6</b></p> <p>Discuss requirements/specifications and start SMAW welding</p>                   |
|            | <p><b>Class Meeting 7</b></p> <p>Continue with SMAW practice</p>  | <p><b>Class Meeting 8</b></p> <p>Continue with SMAW practice</p>  |
|            | <p><b>Class Meeting 9</b></p> <p>Continue with SMAW practice</p>  | <p><b>Class Meeting 10</b></p> <p>Continue with SMAW practice</p> <p>SMAW written exam</p>                        |
|            | <p><b>Class Meeting 11</b></p> <p>Review specifications for GMAW and begin welding</p>  | <p><b>Class Meeting 12</b></p> <p>Continue with GMAW welds</p>  |

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|                        | <b>Class Meeting 13</b><br><br>Continue with GMAW welds                      | <b>Class Meeting 14</b><br><br>Review specifications for GTAW and begin welding |
|                        | <b>Class Meeting 15</b><br><br>Finish GTAW welding and review for final exam | <b>Class Meeting 16</b><br><br>Written final exam                               |
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| Additional Information |  |   |

### Campus Carry

The 84th Session of the Texas Legislature passed two bills which relate to guns on the premises of college campuses:

Effective **January 1, 2016**, House Bill 910 (commonly referred to as the “Open Carry” bill) allows a Texas Concealed Handgun License holder to openly carry a holstered handgun, except on the campus of a higher education institution. The law remains unchanged that a firearm may be stored or transported in a locked privately owned or leased motor vehicle by a person who holds a license to carry.

Effective August 1, 2016, for four year Universities and Colleges, and **August 1, 2017** for Junior Colleges Senate Bill 11 (commonly referred to as the “Campus Carry” bill) allows a license holder to carry a concealed handgun while on the campus of an institution of higher education. This bill provides that, after consulting with students, staff, and faculty regarding the nature of the population and safety considerations, the Chief Executive Officer of the institution of higher education shall establish reasonable rules, regulations, and provisions regarding carrying on the campus. The established rules and regulations may not generally prohibit license holders from carrying concealed handguns on campus. Information regarding the portions of the campus where license holders may not carry, referred to as Gun Free Zones, can be found within the [Concealed Campus Carry Regulations](#).

It continues to be an offense if the license holder carries a partially or wholly visible handgun and intentionally/knowingly displays the handgun in plain view to another person on the premises of the campus to include driveways, streets, sidewalks, parking lot, parking garage, or parking area of the institution of higher learning.

Anyone with questions or concerns regarding the Campus Carry Policy can contact the President's Office at 806-874-4808

### **Accommodation Statement**

#### **REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT:**

In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874-4837 / [janean.reish@clarendoncollege.edu](mailto:janean.reish@clarendoncollege.edu) or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.

### **Nondiscrimination Policy:**

Clarendon College does not discriminate on the basis of race, color, national origin, sex, or disability. Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.