

## FACT SHEET TEMPLATE

NAME OF PROGRAM Air Conditioning Technology LOCATION Leestown Campus

DATE FORM COMPLETED October 3, 2007

PROGRAM DESCRIPTION Program focus is on Installation, Service, and repair of Heating, Air Conditioning, and Refrigeration equipment. The program utilizes a combination of Lecture and Lab components.

**ASSISTANT DEAN** Michael McMillen

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**COORDINATOR** Edwin D. Taylor

OFFICE BLDG & # S111 E-MAIL edwin.taylor@kctcs.edu PHONE 246-6775

PROGRAM ENROLLS STUDENTS: SPRING, FALL or BOTH (Please underline)

Faculty wishes to be contacted via phone or e-mail or both (Please underline)

Specific office hours and days that faculty will meet with students to advise and enroll Monday & Wed. 1:30-3pm, Tues. & Thurs. 2 – 3pm, Fri. 8-11am ((All advising is by appointment))

Please attach to your office door each semester.

### Information for summer advising for coordinators

Can the college contact you via e-mail or phone?	<u>Yes</u>	No
Will you reply to students' e-mails or phone calls?	<u>Yes</u>	No

Are there specific courses the student can take for your program that they can be enrolled in for the summer or fall semester if you can not be reached? Please list.

1. Gen Ed. Math
2. Natural Science
3. Social Science
4. Computer class
5. Oral Comm. class

List pertinent information for the program that may be helpful for students? Please provide below.

All HVAC students must take the following four classes. These classes are pre-requisites and are required before other HVAC classes can be taken.

Ref. Fundamentals and Fundamentals Lab also HVAC Electricity and HVAC Electricity Lab. Please Contact Ed Taylor for further information.

