



My first choice:
SUNY Rockland

Rockland Community College

State University of New York

CATALOG 2010-2012



*Welcome to SUNY Rockland
Community College.*

**Dr. Cliff L. Wood
President**

Congratulations on having made the wise choice to begin or to continue your education here. At SUNY Rockland, you will find experienced and caring faculty, dedicated to your personal and academic success. We strive to support your educational, career, and experiential pursuits, and we are here to help you develop the knowledge and skills that will lead you to achieving your personal vision.

Building on the foundation of fifty years of academic excellence, SUNY Rockland continues to adapt to an evolving world, continuously seeking new ways to prepare our students to meet the current challenges of a global economy.

SUNY Rockland offers a variety of learning environments and modes to help you meet your goals. You can learn in the classroom or online; daytime, evenings or weekends, and any combination of these.

Further, SUNY Rockland offers modern facilities in a picturesque Hudson Valley setting, including “smart classrooms” and hi-tech laboratories. The rich and exciting social and cultural activities offered provide equally important opportunities for expanding your horizons and developing leadership skills. You will enjoy interacting with your fellow students, who represent a broad spectrum of cultures and nationalities, including hundreds of international students.

I encourage you to take full advantage of SUNY Rockland’s rich and varied resources and to get involved in life beyond the classroom. Becoming an active member of the College community is an essential facet of your education.

Our alumni include noted authors, physicians, scientists, artists, elected officials, business leaders and performers. Across their varied fields of accomplishment, the consistent message they deliver to us is that they were well prepared for their educational and career paths by SUNY Rockland.

I commend you again on choosing SUNY Rockland, and look forward to greeting you personally.

A handwritten signature in black ink that reads "Cliff L. Wood". The signature is written in a cursive, flowing style.

FALL 2010

August 4	Wednesday	New Student Orientation
August 24	Tuesday	New Student Orientation
September 1	Wednesday	Classes begin
September 6	Monday	No day or evening classes; offices closed
September 8	Wednesday	No day or evening classes
September 9	Thursday	No day or evening classes
September 10	Friday	No day classes, evening classes (beginning at 4 pm) will meet
September 17	Friday	No classes after 4 pm
September 18	Saturday	No day or evening classes
September 19	Sunday	No day or evening classes
October 11	Monday	Classes on Columbus Day
October 26	Tuesday	No classes after 4 pm
November 11	Thursday	Classes on Veterans Day
November 25-28	Thur-Sun	No day or evening classes
December 20	Monday	Classes end

WINTER 2011

January 3	Monday	Classes begin
January 17	Monday	No day or evening classes
January 21	Friday	Classes end

SPRING 2011

January 18	Tuesday	New Student Orientation
January 19	Wednesday	New Student Orientation
January 22	Saturday	Classes begin
February 21	Monday	Classes on President's Day
April 18-24	Mon-Sun	No day or evening classes
May 18	Wednesday	Classes will meet
May 20	Friday	Classes end
May 22	Sunday	Commencement
May 30	Monday	offices closed

SUMMER I 2011

May 31	Tuesday	Classes begin
June 30	Thursday	Classes end

SUMMER II 2011

June 6	Monday	Classes begin
July 4	Monday	No day or evening classes; offices closed
July 28	Thursday	Classes end

SUMMER III 2011

July 5	Tuesday	Classes begin
August 4	Thursday	Classes end

FALL 2011

September 1	Thursday	Classes begin
September 5	Monday	No class, offices closed
September 28	Wednesday	No day or evening classes
September 29	Thursday	No day or evening classes
September 30	Friday	No day or evening classes
October 10	Monday	Classes on Columbus Day
October 7	Friday	No evening classes
October 8	Saturday	No day or evening classes
November 11	Friday	Classes on Veteran's Day
November 24-27	Thurs-Sun	No classes, offices Closed
December 23	Friday	Classes end

WINTER 2012

January 2	Monday	Classes begin
January 16	Monday	No day or evening classes
January 20	Friday	Classes end

SPRING 2012

January 21	Saturday	Classes begin
February 21	Monday	Classes on President's Day
April 6-13	Fri-Sun	No day or evening classes
May 11	Friday	Classes end
May 14	Monday	Reading day
May 15	Tuesday	Reading day
May 20	Sunday	Commencement
May 28	Monday	Memorial Day

SUMMER I 2012

May 29	Tuesday	Classes begin
June 28	Thursday	Classes end

SUMMER II 2012

June 4	Monday	Classes begin
July 4	Wednesday	No day or evening classes, offices closed
July 26	Thursday	Classes end

SUMMER III 2012

July 2	Monday	Classes begin
July 4	Wednesday	No day or evening classes, offices closed
August 2	Thursday	Classes end

Academic Calendar 2010 - 2014

FALL 2012

September 1	Saturday	Classes begin
September 3	Monday	No class, offices closed
September 16	Sunday	No evening classes
September 17	Monday	No day or evening classes
September 18	Tuesday	No day classes, evening classes will meet beginning at 4 PM
September 25	Tuesday	No evening classes
September 26	Wednesday	No day or evening classes
October 8	Monday	Classes on Columbus Day
November 11	Sunday	Classes on Veteran's Day
November 22-25	Thurs-Sun	No classes, offices closed
December 21	Friday	Classes end

WINTER 2013

January 2	Wednesday	Classes begin
January 18	Friday	Classes end

SPRING 2013

January 19	Saturday	Classes begin
January 21	Monday	No day or evening classes
February 18	Monday	Classes on President's Day
March 23-24	Sat-Sun	No day or evening classes
May 12	Sunday	Classes end
May 13	Monday	Reading day
May 14	Tuesday	Reading day
May 19	Sunday	Commencement
May 27	Monday	Memorial Day

SUMMER I 2013

May 28	Tuesday	Classes begin
June 27	Thursday	Classes end

SUMMER II 2013

June 3	Monday	Classes begin
July 4	Thursday	No day or evening classes offices closed
July 25	Thursday	Classes end

SUMMER III 2013

July 1	Monday	Classes begin
July 4	Thursday	No day or evening classes offices closed
August 1	Thursday	Classes end

FALL 2013

September 1	Sunday	Classes begin
September 2	Monday	No class, offices closed
September 4	Wednesday	No evening classes
September 5	Thursday	No day or evening classes
September 6	Friday	No day classes, evening classes will meet beginning at 4 PM
September 13	Friday	No evening classes
September 14	Saturday	No day or evening classes
October 14	Monday	Classes on Columbus Day
November 11	Monday	Classes on Veteran's Day
November 28-30	Thurs-Sun	No classes, offices closed
December 21	Saturday	Classes end

WINTER 2014

January 2	Thursday	Classes begin
January 17	Friday	Classes end

SPRING 2014

January 18	Saturday	Classes begin
January 20	Monday	No day or evening classes
February 18	Monday	Classes on President's Day
April 14-20	Mon-Sun	No day or evening classes
May 9	Friday	Classes end
May 12	Monday	Reading day
May 13	Tuesday	Reading day
May 18	Sunday	Commencement
May 26	Monday	Memorial Day

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- Communication Media Arts
- Liberal Arts and Sciences: Humanities and Social Science
- Liberal Arts and Sciences: Mathematics and Science
- Liberal Arts and Sciences: Speech/Communication Studies
- Performing Arts

Associate in Science: AS Degrees

- Business: Business Administration
- Computer Information Systems
- Criminal Justice: Police
- Entrepreneurship
- Environmental Science
- Fine Arts
- Fire Science Technology
- Liberal Arts and Science: Adolescence Education
(Teacher Education Transfer)
- Liberal Arts and Science: Childhood Education
(Teacher Education Transfer)
- Liberal Arts and Science: Early Childhood Education
(Teacher Education Transfer)
- Liberal Arts and Sciences: Mathematics and Science
- Nursing
- Photography
- Physical Education Studies

Associate in Applied Science: AAS Degrees

- Automotive Technology
- Business: Accounting
- Business: Business Administration
- Business: Marketing
- Business: Office Technologies
- Computer Support Services
- Cyber Security
- Electronic and Computer Technology
- Emergency Management
- Emergency Medical Services
- Entrepreneurship
- Fire Protection Technology
- Graphic Design and Computer Graphics
- Hospitality and Tourism
- Occupational Therapy Assistant
- Paralegal Studies

Certificates

- Bookkeeping/Office Administration
- Business: Office Technologies
- Business Studies
- Computer Assisted Design (CAD)
- Computer Information Systems/Computer Support
- Computer Web Development
- Culinary Arts
- Early Childhood Development
- Electronic and Computer Technologies
- Entrepreneurship
- Paralegal Studies
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General Information

Mission Statement

SUNY Rockland Community College, an open admissions institution, provides an accessible, responsive, student-centered learning environment and a cultural resource for the community. Facilitating the achievement of education, professional, and personal goals, SUNY Rockland Community College offers quality higher education and lifelong learning in an atmosphere that embraces academic excellence, diversity, innovation and global awareness.

History and Heritage

Situated within one of New York's most diverse counties, SUNY Rockland offers multiple windows of opportunity for you to build a future of hope and success. SUNY Rockland Community College was founded on a dream. Lester Rounds, a local school superintendent, proposed the idea for an affordable, grassroots, two-year college in his doctoral dissertation for Columbia University. Amid stirring of Rockland County's conversion from sleepy hinterland to bustling suburbia along with a burgeoning school-age population, spiraling college costs, and growing need for advanced skills, Rounds and other forward-thinkers spent five years bringing the dream to fruition. In the fall of 1959, SUNY Rockland Community College opened its doors to 139 students: 87 men and 52 women, 119 full-time and 20 part-time. They were high school graduates eager to capitalize on an affordable, two-year alternative at their doorstep. They were homemakers with children to care for. They were veterans thankful for a second chance. ("Rockland Community College: The Early Years," by Jamie Kempton, Donning Company Press, 2000.)

In 2010, SUNY Rockland celebrated its 50th Anniversary and continues to strive to meet the dreams of Lester Rounds and the other founders of the College.

As a community college operating under the program of the State University of New York, SUNY Rockland offers an outstanding education at a fraction of the price charged by private colleges.

Located just 25 miles northwest of New York City, on a safe and attractive 175-acre campus, SUNY Rockland is convenient to the excitement and culture of New York City as well as to the recreation and history of the scenic Hudson Valley.

SUNY Rockland, the only public higher education institution in Rockland County, offers small classes, personal attention and caring faculty. In addition to the main campus in Suffern, the College operates extension sites located in Spring Valley and Haverstraw. Close to 10,000 people are enrolled in credit and non-credit courses and over 200,000 visit the campus each year for cultural, recreational and commercial events. Enrollment of more than 7,300 full- and part-time students includes over 200 international students representing 50 foreign countries.

Charter and Governance

SUNY Rockland functions under the auspices of the State University of New York and is sponsored by Rockland County. The College is governed by a Board of Trustees consisting of 10 members, four appointed by the Governor of the State of New York and five by the Legislature of Rockland County. The students elect the 10th member, a student trustee, annually. The Faculty Senate is the principal agency through which faculty participates in the governance of the College. The Senate meets monthly to study issues and recommend policies to the vice presidents, and consists of three senators from each of the three academic divisions plus 22 senators-at-large. The College's operating budget is funded by the State of New York, the County of SUNY Rockland and student tuition. Capital costs are shared by the State and Rockland County.

Accreditations

SUNY Rockland Community College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104, (215) 662-5606. The College is also authorized by the Board of Regents to award two-year Associates degrees in Arts (AA), in Science (AS) and in Applied Science (AAS), as well as a number of Certificate Programs.

In addition, the following programs carry additional accreditation:

Undergraduate Nursing, AS: National League for Nursing

Occupational Therapy Assistant, AAS:

The Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)

The New York State Education Department has authorized SUNY Rockland to offer 47 degree and certificate programs in the humanities, social sciences, arts, technologies, business, health professions, mathematics and sciences. Each Program of Study is listed with its HEGIS (Higher Education General Information Survey) Code. Students are advised that enrollment in other than registered or otherwise approved programs may jeopardize eligibility for certain student aid awards. All associate degree programs require a minimum of 60 credit hours.

Registered Degree and Certificate Programs

The Associate in Arts (AA) and the Associate in Science (AS) degree programs enable students to prepare for transfer and the eventual completion of a Bachelor of Arts or a Bachelor of Science degree. For the AA degree, students devote at least three-quarters of their course work to the liberal arts and sciences. For the AS degree, students devote at least one-half of their course work to the liberal arts and sciences.

The Associate in Applied Science (AAS) degree programs are designed to prepare students for immediate entry into a career. For the AAS degree, students devote at least one-third of their course work to the liberal arts and sciences.

The College offers a variety of one-year certificate programs which provide job-entry skills. For certificate programs, fewer liberal arts and science courses are required.

Outcomes Assessment

SUNY Rockland is committed to evaluating its progress toward meeting its stated goals. The College is responsible for gathering and evaluating information that measures the results of its teaching as well as assessing its effectiveness as a public institution of higher education. SUNY Rockland is accountable to its students and its local and state constituents.

It participates in outcomes assessment to:

- Enhance and facilitate teaching and learning
- Serve students by accurately indicating what they can expect
- Improve programs and services
- Promote institutional accountability
- Encourage institutional improvement
- Improve planning and resource allocation
- Provide information to the Board of Trustees and others for program review and funding

From the Commission of Higher Education/Middle States Association of Colleges and Schools.

In addition, the College participates in the SUNY mandate for the assessment of its general education program. This assessment process was designed and implemented by faculty in 2002. All of the course level assessment is embedded within the evaluation of student work regularly required for each course in the general education program.

All results are aggregated by course and no student's work is ever individually identified. The results are analyzed only for the improvement of teaching and learning and data is shared with the College and SUNY.

SUNY General Education Requirements

To complete a four-year degree at a SUNY institution, students are required to take 30 credits of General Education in seven of ten knowledge areas. At community colleges, students are advised to complete seven areas prior to transfer. Students must complete the Basic Communication and Mathematics as well as five courses of the remaining areas.

The following SUNY Rockland courses satisfy the SUNY General Education requirements:

Basic Communication

Both Courses Required

ENG 101 English Composition
SPE 101 Fundamentals of Speech

Mathematics

One Course Required

MAT 102 Intermediate Algebra
MAT 104 Descriptive Statistics
MAT 107 Finite Mathematics
MAT 109 Pre-Calculus
MAT 125 Statistics
MAT 203 Calculus I
MAT 204 Calculus II
MAT 205 Calculus III
MAT 206 Differential Equations
MAT 207 Linear Algebra
MAT 215 Business Calculus

Natural Sciences

Select one course

BIO 103 Intro to Human Body
BIO 105 General Biology I
BIO 106 General Biology II
BIO 110 Anatomy & Physiology I
BIO 111 Anatomy & Physiology II
BIO 122 Fundamentals of Ecology
CHM 101 Inorganic Chemistry I
CHM 105 Gen. & Bio. Chemistry
PHY 102 General Physics II
PHY 106 Engineering Physics II
PHY 205 Engineering Physics III
SCI 101 Physical Science
SCI 102 Biological Science
SCI 214 Science of Musical Instruments
SCI 220 Intro to Oceanography

Social Sciences

Select one course

ANR 201 Cultural Anthropology
ANR/SCI 211 Prehistory Archeology
ECO 201 Microeconomics
ECO 202 Macroeconomics
GEO 201 Intro to Geography
HIS 101 Western Civilization I
HIS 111 World History I
HIS 113 World History II
HIS 213 Psychohistory I
POL 100 Intro to Political Science
POL 101 American Government
POL 102 State and Local Government
POL 220 Current Issues
PSY 103 General Psychology
SOC/CSP 105 Computers in Society
SOC 144 Foundations of Ed.

SOC 201 Principles of Sociology
SOC 203 Marriage & the Family
SOC 210 Criminology
SOC 212 Soc. of Deviant Behavior

American History

Select one course

For all Students
HIS 201 United States History I
HIS 202 United States History II
PDA 101 Pluralism & Diversity For
Students scoring above 84 on Regents
HIS/ GEO 130 Coming to America

Western Civilization

Select one course

HIS 101 Western Civilization I
HIS 102 Western Civilization II

Other World Civilization

Select one course

ART 141 Art of Africa, Asia,
and the Americas
ART 221 Art & Philosophy of the East
ENG 201 World Literature I
ENG 202 World Literature II
ENG 211 Modern Latin
American Literature
HIS 113 World History II

Humanities

Select one course

ART 101 Art Appreciation
ART 119 Art History I
ART 120 Art History II
ART/PDA 136 Pluralism & Diversity
in American Art
COM 101 History of Broadcasting
ENG 201 World Literature I
ENG 202 World Literature II
ENG 203 American Lit. Trad. I
ENG 204 American Lit. Trad. II
ENG 205 Themes in British Lit. I
ENG 206 Themes in British Lit. II
ENG 207 Studies/Short Story
ENG 208 American Values in Lit.
ENG 214 Modern Drama
ENG 215 Intro to Modern Poetry
ENG 216 Special Studies in Lit.
ENG 219 Film Genres
ENG 223 Film Directors
ENG 224 Modern Fiction
ENG 226 Gender Roles in Lit.
ENG 232 Children's Literature
ENG 283 Literature and Film
ENG 288 Detective/Mystery Fiction
MUS 101 Music Appreciation
MUS 203 History of Jazz
PER 255 Performing Arts/London
PHL 201 Intro to Philosophy
PHL 203 Social Ethics/Human Values

PHL 212 Ethics in America
PHL 260 Ethics in Business
RLS 101 Religions of the World
SPE 203 Power, Persuasion & Propaganda
SPE 216 Free Speech: Theories & Controv.

The Arts

Select one course

ART 102 Figure Drawing I
ART 106 Painting I
ART 121 Drawing Concepts I
ART 130 B/W Camera
ART 133 Color Photography
ART 138 Photo Techniques
ART 142 Ceramics I
ART 176 Printmaking Workshop I
ART 201 Relief and Intaglio Printing
ART 215 Illustration/Cartooning
ART 219 Sculpture I
ART 288 Digital Imaging
ART 291 Cartooning
ENG 238 Creative Writing Workshop I
ENG 239 Creative Writing Workshop II
ENG 240 Creative Writing Workshop III
ENG 243 Screenwriting
ENG 253 Creative Writing Workshop IV
ENG 261 Poetry Writing Workshop I
ENG 262 Poetry Writing Workshop II
ENG 263 Poetry Writing Workshop III
ENG 264 Poetry Writing Workshop IV
MUS 107 Songwriting Workshop
MUS 134 Singing/Beginning Voice
MUS 201 Basic Musicianship
MUS 202 Harmony I
PER 112 Modern Dance I
PER 113 Modern Dance II
PER 123 Jazz Dance I
PER 127 Dance Improvisation
PER 153 Acting for Television
PER 156 Physical Acting/Stage
PER 161 Shakespeare on Stage
PER 201 Acting I
ENG 287/PER 203 Playwriting I
PER 211 Singing for Musical Theatre
SPE 205 Performance Reading

Foreign Language

Select one course

ARA 101 Elementary Arabic I
ARA 101 Elementary Arabic II
ASL 101 American Sign Lang. I
ASL 102 American Sign Lang. II
CHI 101 Elementary Chinese I
CHI 102 Elementary Chinese II
CHI 201 Intermediate Chinese I
FRE 101 Elementary French I
FRE 102 Elementary French II
FRE 201 Intermediate French I
FRE 202 Intermediate French II
GER 101 Elementary German I
GER 102 Elementary German II

GER 201 Intermediate French I
 GER 202 Intermediate French II
 HEB 101 Elementary Hebrew I
 HEB 102 Elementary Hebrew II
 HEB 201 Intermediate Hebrew I
 HEB 202 Intermediate French II
 ITA 101 Elementary Italian I
 ITA 102 Elementary Italian II
 ITA 201 Intermediate Italian I
 ITA 202 Intermediate Italian II
 RUS 101 Elementary Russian I
 RUS 102 Elementary Russian II
 RUS 201 Intermediate Russian I
 RUS 202 Intermediate Russian II
 SPA 101 Elementary Spanish I
 SPA 102 Elementary Spanish II
 SPA 201 Intermediate Spanish I
 SPA 202 Intermediate Spanish II

Alternative Learning Formats

Internship Program

From the technical demands of the computer world to the specialized skills required in a broad range of disciplines, including the business, communications, arts, humanities, social sciences, sciences, and political arena, the College's internship program offers students the opportunity to gain practical, hands-on experience in a professional setting while earning college credit. The internship office offers an exciting partnership with hundreds of local and regional businesses in the tri-state area, including some of the most prestigious companies and organizations in New York City. Benefits of taking part in an internship include earning college credit while acquiring invaluable on-the-job experience, developing industry contacts, obtaining a competitive edge in today's job market, and building professional resumes and portfolios.

Qualified faculty members mentor students throughout the internship experience, and the Internship Program offers a carefully screened and customized partnering of student and business. For more information on the Internship Program, check the program's website at www.sunyrockland.edu/go/intern or call the Career Services Center at (845) 574-4216 for details.

Individualized Mentored Study (Through Learning Contracts)

Individualized mentored study is an agreement between a faculty member and a student by means of a learning contract to complete a subject outside the parameters of a traditional classroom, through mentored, independent study. The student, guided by the instructor, identifies specific learning objectives for the contract and the learning activities through which these objectives will be met.

The learning contract also spells out the evaluation criteria and the procedures to be followed at the end of the contract period. The faculty member assigns a grade.

Students must complete the course no later than 15 weeks after start of the contract.

eLearning

eLearning provides innovative ways to meet the needs of a variety of students. Since these courses require no (or limited) classroom attendance, they offer flexibility but require students to be independent, self-motivated learners. You can earn credit while studying outside the traditional classroom. Currently, SUNY Rockland offers anyplace, anytime study through Telecourses, Alternative Instructional Modes and online, Internet-based courses.

Most eLearning courses are semester-bound courses, meaning that coursework begins the first day of the semester, and all work must be completed by the last date of the semester. A few Alternative Instructional Mode courses are offered on an extended basis meaning that you can register during the first 12 weeks of the semester and complete the course within 15 weeks of registration. The study guides, texts and workbooks needed for both types of courses may be purchased at the College bookstore.

The eLearning Office facilitates your admission into distance learning courses. Telecourses and Alternative Instructional Mode courses are video- or audio-based or mediated courses. In addition to viewing, listening and/or following a study guide, you will complete assigned reading along with written papers, examinations and/or other assigned activities. Prior to the beginning of the semester, you will receive a packet (either a syllabus or course guide containing all information pertinent to the course).

In an online course, the instructor and students are connected to each other through a computer network. Using the Internet, you receive instruction, compose and submit assignments, ask questions of the instructor and other students, discuss issues and actively participate in the class all from your home, your office, the nearest campus computer lab or any place you have access to the Internet! SUNY Rockland Community College has joined the SUNY Learning Network (SLN). SLN is an asynchronous network where students can log onto their courses at any time of the day or night, from any place where they can access the Internet.

When you register for an online course, you will receive a mailing including instructions from SLN. These will include how to log on to the network, how to find course information, and how to access Help Desk assistance. A start-up tutorial teaches you everything you need to know to find your way around the course. For more information about the SUNY Learning Network (SLN), visit www.sln.suny.edu/sln

eLearning offerings are listed in the Schedule of Courses. There are certain restrictions attached to some of these courses. Students may also access eLearning information on the web at: www.sunyrockland.edu or contact the eLearning Office at (845) 574-4713/4480.

Travel/Study Courses

During the Winter and Summer sessions, SUNY Rockland Community College may offer opportunities for groups of students to study in foreign countries under the guidance of a faculty member. Recent offerings have included travel to England, Italy, and France. In addition, the Sam Draper M/TS Honors Program offers participation in a three-week summer school at Cambridge University in England where topics in Art History, History, Science or Literature are studied in depth.

Requirements for Admissions

An open admissions policy reflects the College's commitment to bringing cultural, occupational and education opportunities within the reach of everyone in the community. The College is committed to the admission of students without regard to sex, race, color, creed, religion, national origin, age, physical ability, marital status, veteran status or sexual orientation. SUNY Rockland's open-door policy signifies the desire to make education accessible to all motivated students, regardless of previous experience or performance. The College reserves the right to refuse admission to any applicant when it is deemed in the best interest of the College to do so or if the College determines that the applicant does not have the ability to benefit from the College's instruction.

Admission to SUNY Rockland Community College is open to applicants whose academic record and qualifications suggest that they have the ability to benefit from the educational experience.

Matriculated students must meet one of the following criteria:

- Possess a local or Regent's High School Diploma (an I.E.P. is not a recognized diploma)
- Possess a high school equivalency diploma (GED)
- Be admitted as an Early Admit Student (see below)
- Be admitted as a GED Candidate (see below)
- Possess an associate's degree or higher from a nationally accredited college or university.
- Score appropriately on tests approved by the U.S. Department of Education

Who Must Matriculate?

- All students who are seeking a degree or certificate
- All full-time students (12 credits or more)
- All students who wish to be considered for financial aid (Please see eligibility requirements in the Financial Aid section of this catalog)

Only matriculated students may:

- Enroll full-time or part-time
- Apply for financial aid of any type
- Apply for any of the various scholarships available
- Be assigned an academic advisor
- Be awarded a degree or certificate

Non-Matriculated

(Non-Degree Seeking Students) are:

- Part-time students
- Not eligible to receive financial aid
- Students who wish to take courses for self-enrichment and are not pursuing a degree or certificate

Students Without a High School Diploma

If you do not have a high school diploma, you can enroll at SUNY Rockland Community College in the following ways:

- GED Candidate program
- RCC Early Admit Program for High School Students
- RCC in the High School Program

GED Candidate Program

GED candidates must:

- Be a current resident of New York State at time of application for the GED
- Have not graduated from high school
- Be 19 years of age or older on the date the GED is awarded or 17 or 18 years of age and one year has passed since you were legally able to leave high school and last enrolled in a regular full-time high school program of instruction or a member of a class that has already graduated
- If 17-19 years of age or younger on the date the GED is awarded, provide a letter on school stationery that states when you left school or the date your class graduated. The letter must include the signature and title of an appropriate school official. Reproduced signatures are not acceptable
- GED candidates who have successfully completed this sequence will be asked to complete a SUNY Rockland Community College Admissions Application and submit with a \$30 non-refundable fee.
- Attend a GED Informational Workshop to receive the most recent regulations and specific course requirements
- Take the English and Math Assessment tests and score appropriately
- Include an official copy of your high school transcript with the Admissions Application

SUNY Rockland Community College offers the courses necessary to apply for the New York State Equivalency Diploma through the New York State Education Department.

If applying for Financial Aid, all GED candidates must score appropriately on tests approved by the U.S. Department of Education.

Rockland Community College Early Admit Program

Rockland Community College is one of the campuses of the State University of New York that has college credit programs for high school students to increase access to college level learning. The Rockland Community College Early Admit Program (RCCEAP) is one of two options for high school students.

RCCEAP is open to high school seniors who wish to complete their senior year of high school by matriculating and registering as full-time students at SUNY Rockland and taking courses only on the campus of SUNY Rockland.

All students seeking admission to the Early Admit Program must start the application process with their Guidance Counselor. Home school students must contact the RCC Admissions Office directly at 845-574-4224.

All Early Admit students must:

1. Have an overall grade point average of 80/2.66 at the time of acceptance into the program and must complete their junior year with an 80/2.66 or better. Home school students will follow the guidelines as outlined by the NY State Department of Education
2. Take the English assessment test and place into ENG 101 or higher
3. Take the Math assessment test and place into MAT 101 or higher
4. Have the permission of the high school to enroll in the program
5. Follow the admissions process as outlined by the Admissions Office including the submission of all necessary forms, transcripts and application fees
6. Meet pre-requisites for all courses
7. Register as full-time (12 or more credits) students
8. Be responsible for ensuring that their course selections meet their high school graduation requirements and will bring a list of the required courses with them to every advisement and/or registration event. Early Admit students are also responsible for ensuring that any changes to their schedules are done in consultation with their high school guidance counselor in order to avoid jeopardizing their high school graduation
9. Follow all college policies and the Student Code of Conduct

Rockland Community College High School Program

The Rockland Community College High School Program (RCCHSP) is the second options for high school students.

RCCHSP is open to high school juniors and seniors who wish to register part-time and take classes either in their high school or on campus. Students who have not completed their sophomore year may take courses under special circumstances after a satisfactory personal interview with the appropriate SUNY Rockland Division Chair.

To enroll in a course(s) on the RCC campus, please contact the Admissions Department at 845-574-4224.

To enroll in a course(s) at the student's respective high school please contact your Guidance Counselor.

RCCHSP Guidelines

1. All students enrolling in RCCHSP will be part-time, non-matriculated students
2. High school seniors are limited to 11 credits per semester
3. Students other than high school seniors generally may take one course per semester
4. Students may take courses at their high school or on campus. On campus includes courses offered on the Main Campus and at the Haverstraw and Spring Valley Extension Sites

5. All students enrolling in RCCHSP must take the English assessment test and place into ENG 095 or higher, except for students seeking to enroll in studio art, physical education (PED) courses or math courses. Students who have completed 16 college credits in this program will be required to adhere to the college's English assessment and placement policy if they have not already done so
6. All students seeking to register for Math courses must take the Math assessment test and place appropriately for the course(s) that they wish to register for
7. All students must meet pre-requisites for all courses
8. RCCHSP students may not register for developmental (credit equivalent) courses that are offered on SUNY Rockland's main campus or at the extension sites in Spring Valley or Haverstraw
9. All students enrolled in RCCHSP are required to adhere to the policies of the College

Transfer Students

SUNY Rockland Community College welcomes students who have completed coursework at other institutions and who wish to continue their studies at RCC. If students are transferring from another college, SUNY RCC will evaluate their credits based on the degree they intend to pursue at SUNY RCC. At least half the number of credits required for the degree must be completed at SUNY RCC, with the exception of the LPN to RN Express Program students. For students seeking a certificate, half the number of credits required for this certificate must be completed at SUNY RCC.

The maximum number of transferable credits to SUNY RCC for an associate's degree is 32 credits, with the exception of students entering with Automotive Service Excellence Certification A1-A8. The maximum number of credits transferred to SUNY RCC to earn a certificate is 15 credits. Courses for which a student has earned a grade lower than a "C" will not be accepted for transfer.

Readmit Students

A student who has missed two semesters and wishes to return to matriculated status must be readmitted to the College. A readmitted student needs to fill out a new Enrollment Application and submit all required documents. The readmitted student is required to pay a \$5 readmission fee.

Auditors

An auditor is a student who will register, pay and attend the class sessions, but not be responsible for written assignments or examinations and not receive a grade. An audited course can never be applied toward college credit or a college degree/certificate. A student registers to audit a course by submitting an approved request form to the Records Office by the deadline published in the Schedule of Classes. An auditor may never change a course to credit status once these forms are filed.

New York State Education Law allows SUNY Rockland to waive the cost of tuition for senior adults 60 years of age and older who wish to observe (audit) credit courses on a space available basis. Auditing students are responsible for lab and other fees associated with credit courses.

Senior adults do pay tuition for courses taken for credit. These include courses taken to satisfy professional requirements – to maintain credentials or to meet continued education requirements. Senior adults may also take courses through the Institute for Senior Education.

International Students

About 200 international students are enrolled at SUNY Rockland every year. The International Student Services Office encourages them to interact with SUNY Rockland students, faculty and staff through student clubs and special events. The Office offers orientation sessions and special workshops to introduce international, non-immigrant, refugee and permanent resident students to College campus life and aspects of culture in the United States. In this office, students can obtain information and applications for the Test of English as a Foreign Language (TOEFL). SUNY Rockland does not require this exam, but it is required of international students by some transfer colleges and universities.

Non-immigrant (J-1/F-1/M-1) students are encouraged to visit the Office for help with transportation, health insurance, banking and financial needs, immigration matters, student certifications and personal and academic problems.

Those enrolled on F-1 Student visas must remain in full-time status (taking 12 or more credits or credit equivalents each semester) and are not permitted to work off campus unless they have permission from the U.S. Immigration and Naturalization Service. International students must also maintain a satisfactory cumulative grade point average.

All regulations as prescribed by law for international students prevail.

International students must show documentation of immunization against rubella, measles and mumps before enrolling and they must have health insurance while enrolled. It is the responsibility of the student to maintain his or her immigration status while in the U.S. There are regulations regarding attendance at designated schools, permitted length of stay in the U.S., on-campus employment, transfer to other institutions, maintaining full-time status and exiting and entering the United States. Contact the Office at (845) 574-4527 for more information.

Immunization Requirements

New York State Law requires all students born on or after January 1, 1957, to present proof of immunity against measles, mumps and rubella (German measles) in order to register for 6 or more credits at any College in the state.

All students regardless of age are required to read the Meningitis Fact Sheet and submit an Immunization Record Form that indicates the date that they were immunized or certifies that they decline to be immunized for meningococcal meningitis.

For more information on this policy, please contact the Registrar's Office at (845) 574-4030.

Alternative Opportunities for Earning Credit/Advanced Standing

Prior Learning Credit

SUNY Rockland recognizes that learning takes place in a variety of situations and circumstances. The College may grant credit for college-level learning acquired as a result of work experience, volunteer work and community service. Many students have significant, demonstrable learning experiences outside the traditional academic environment. Therefore, prior learning, not life experience, is the basis for the award of College credit.

SUNY Rockland Community College will evaluate Prior Learning credits based on the degree or certificate the student intends to pursue at RCC. Prior Learning will be considered as part of the maximum allowable number of transfer credits (32 credits for degrees except for Automotive Service Excellence Certification A1-A8 and 15 for a certificate.)

In no case shall the number of Prior Learning credits exceed half the number of credits required for the Concentration/Core emphasis with the exception of students entering with an Automotive Service Excellence Certification A1-A8.

Students must be currently enrolled in credit-bearing courses and complete that semester of enrollment in order to apply for this type of credit. The current procedure for receiving Prior Learning credits is as follows:

- The student may take a departmental challenge examination
- The student may submit a portfolio (e.g. art, photography, etc)
- Credits are assessed and approved by the Department Chair, approved by the Division Chair, reviewed by the Director of Assessment and Placement, and approved by the Vice President for Academic Affairs

Advanced Placement Program

The College may grant credit to students who have successfully participated in the Advanced Placement Program of the College Entrance Examination Board. Students who earn satisfactory scores on the appropriate examinations may be granted credit. Qualifying scores and the number of credits granted are determined by the individual academic disciplines.

College Level Examination Program (CLEP)

SUNY Rockland participates in the College Level Examination Program. Students who earn satisfactory scores on the appropriate examinations may be granted credit. Qualifying scores and the number of credits granted are determined by the individual academic disciplines. For a current listing of examinations and passing scores, or to arrange to take a CLEP exam, call (845) 574-4525 or (845) 574-4288.

Armed Forces Service Credit

A maximum of 3 Physical Education credits may be granted to veterans who have served at least six months in the Armed Forces. The College may grant credit for some courses offered by the Armed Forces. These courses are reviewed by the Records Office when the official transcripts are submitted.

Assessment and Placement Policies

The Office of Assessment and Placement administers English and mathematics assessment tests through which students demonstrate their proficiency in the basic skills of reading, writing and mathematics. All applicants who seek degrees or certificates are required to take an assessment test prior to registration. The College uses assessment test results to determine if special course work must be taken in English, reading and/or mathematics. The English and mathematics assessments for placement purposes may be taken only once. If you wish to appeal the placement decision, you may obtain information about the appeals procedure by calling our office at (845) 574-4288. Placement test scores are valid for five years. Older scores cannot be used as they may not provide an accurate assessment of a student's current skills or reflect current College policies.

Non-matriculated students may register for courses of their own choosing provided that they have met the prerequisites for the courses, which may include appropriate placement results in English and math. Exemptions from the placement exams may be granted if the non-matriculating student presents a college transcript showing successful completion of at least an associate's degree and/ or an acceptable college-level English or math course from an appropriately accredited college or university. International students with degrees from foreign universities may be required to demonstrate English proficiency.

In addition, the English Placement Exam is REQUIRED for all non-matriculated students upon completion of 16 GPA credits. Exemption from the English Placement Exam may be granted for those students who meet the exemption criteria described above. Students who do not place into English 095 or higher will be required to complete all English developmental courses prior to taking any other SUNY RCC courses (except physical education). A non-matriculated student who later decides to pursue a degree must formally apply for matriculation through the Office of Admission at the beginning of a semester. For samples of the English and math placement exams, contact the Office of Assessment and Placement.

Special Testing Accommodations

Students with disabilities who need specific accommodations should contact the Office of Disability Services at (845) 574-4541, after you have received your acceptance letter from the Admissions Office. If you choose not to self identify prior to taking the assessment test, you may not retake these test at a later time with accommodations.

Exemptions

Students transferring to SUNY Rockland may be exempt from English and/or mathematics assessment if they have successfully completed college level English and/or math courses with a minimum grade of C or better at another college. This exemption is based on a review of the student's previous college records and depends on the specific degree program that a student is pursuing. An official transcript should be sent to the Records Office.

English Placement

The English assessment consists of reading comprehension, sentence skills and a writing sample on a given topic. Students should be aware of the following policies:

- All matriculated students must enroll in their assigned English placement during their first semester at SUNY Rockland
- Academic departments may prohibit students who place into pre-ENG 101 courses from taking courses for which they lack sufficient reading and writing skills
- Students must enroll in ENG 101 in the semester immediately following their successful completion of required pre-ENG 101 course(s)
- Students who successfully complete ENG 101- International must register for ENG 102 - International, unless they earn a B+ or higher in ENG 101 -International and provide a letter of recommendation from their ENG 101 instructor. In such cases, they may choose to register in any section of ENG 102
- Matriculated students enrolled in credit-bearing certificate programs who do not require English must take the English assessment prior to beginning any coursework. Students must place eligible for ENG 101 or enroll in the required pre-ENG 101 course their first semester at the College
- Dropping any level of English below ENG 102 requires the official approval of a counselor in the Student Development Center. Students who wish to drop a pre-ENG 101 course must also obtain the approval of the program coordinator
- Even when a program has no specific requirement in English, it is College policy that no student can earn a degree/ certificate without demonstrating basic competency on the placement exam

Mathematics Placement

The mathematics assessment includes an arithmetic section and an algebra section. Students will be placed in Mathematics Skills, Elementary Algebra, or one of the more advanced courses offered by the Mathematics Department.

- Students are encouraged to enroll in the level of mathematics indicated by their placement as early as possible
- Even when a program has no specific requirement in mathematics, it is College policy that no student can earn a degree/certificate without demonstrating basic competency on the placement exam

Frequently Asked Questions

How does the Placement test work?

You take the ACCUPLACER® test on a computer. The test instructions are easy to understand. A test administrator will always be present to help you. Although the test is administered on a computer, no previous experience with computers is necessary. However, it is advisable that you familiarize yourself with using a computer, mouse and keyboard.

What should I bring with me to the test?

You need to bring valid photo I.D., pen and pencil. You should know your Social Security number.

How can I take the placement test?

First, you must apply for admission to the College either by sending your application or applying online and pay the appropriate enrollment fee. Submit your high school transcript to the Admissions Office. Request any colleges you have attended to send official transcripts to the Records Office. Once the application has been processed, you will be sent an acceptance letter and the schedule for the placement test.

I absolutely can't take the test on a weekday; what should I do?

Tests are offered periodically in the evening and on Saturdays.

Should you study for the placement test?

To make sure that test scores accurately represent your skill levels, you may wish to review basic concepts in reading, grammar, arithmetic, and algebra before taking the placement test.

This is what you can do:

1. Reviewing a GED or SAT review book available at local bookstores and public libraries is helpful in refreshing your basic skills
2. Take sample tests from our website
3. Type "Accuplacer Practice Test" in your favorite search engine and discover many different sites that may help you review for the examination

Can I fail the ACCUPLACER placement test?

You cannot "pass" or "fail" the placement test. Your scores will not prohibit you from attending Rockland Community College. The test scores will help determine the English and/or math course(s) you may register for at the college.

I have a documented learning disability or other disability and require test accommodations; what should I do?

You should call the Office of Disability Services at (845)574-4541 as soon as you receive the testing schedule.

How do I get waived from the test?

If you have successfully completed college level English and/or math courses with a grade of C or better at another college, an official transcript should be sent to the Records Office. This exemption is based on a review of your previous college records and depends on the specific degree program that you are pursuing. Contact the Records Office for further information at (845) 574-4030.

If English is not my first language, do I still need to take the placement?

Yes, the placement test is used for all students even if English is not your first language. Your test scores will determine the course in English for which you will be required to register.

Cost of Attendance

Increasingly, parents and students realize that the community college is a sound educational investment. Because New York State and Rockland County pay part of the College's operating costs, SUNY Rockland's tuition is far less than tuition at private colleges. Attending SUNY Rockland Community College for your first two years significantly reduces the cost of a bachelor's degree. If you're anxious to enter the job market, SUNY Rockland is an economical way to prepare for a good job in just two years.

Tuition 2010-2011

	Full-Time Annually	Full-Time Per Semester	Part-Time Per Credit
New York State Resident:			
Rockland County Resident	\$3,515	\$1,757.50	\$146
Out of Rockland County with Certificate	\$3,515	\$1,757.50	\$146
Out of Rockland County without Certificate	\$7,030	\$3,515	\$292
Out of New York State Resident	\$7,030	\$3,515	\$292

Residency

To be eligible for the resident tuition rate, students must meet the following requirements:

1. Provide documentation of New York State residency for at least one year prior to the start of the semester
and
2. Provide documentation of Rockland County residency for at least six months prior to the start of the semester or provide a Certificate of Residency from another New York State county

The **Certificate of Residency** is a form issued to the student by the county in which they reside verifying their place of residence. To qualify for a **Certificate of Residency**, students must have lived in New York State for the past 12 months. Residency is verified by the county in which they have lived for the six months prior to attending college. If they have lived in more than one New York State county during those six months, verification from each county will be required.

Note: A person does not acquire a New York State Domicile (Legal Residence) simply by being physically present in New York State for a period of 12 months or for the sole purpose of attending a New York State College or University. If your principal or permanent home has not been in New York State for a 12-month period immediately prior to the date you intend to enroll, you will be considered an out-of-state student for tuition purposes.

Any of the following is appropriate documentation of residency:

- Duration of the student's physical presence in New York State
- State of residency of the student's family
- NYS driver's license or non-driver ID card
- NY State voter registration
- NY State motor vehicle registration
- NY State income tax returns
- NY State bank accounts
- Proof of ownership of New York State real property

Documentation must clearly demonstrate New York State residency for the year prior to the start of the semester and Rockland County residency for six months prior to the start of the semester. If a certificate is required, it should not be obtained more than two months prior to the start of the semester. Certificate applications are available in the Bursar's Office and must be presented to the home county Treasurer's Office. The legal residency of unmarried students under 21 years of age is deemed to be that of their parents.

Note: Students on F (student), B (visitor), J (exchange), C, D, H2, H3, M, O2, P, Q, R, or TN visas are not eligible for the resident rate of tuition. Persons holding a different immigration status should contact the Bursar at (845) 574-4417. Permanent resident cards must be dated one year prior to the start date of the term to be eligible for resident tuition rates.

Students who fail to present documentation will be charged non-resident tuition.

It is the responsibility of the student, not the College, to prove residency.

All tuition and fees are subject to change without notice.

Student Service Fees (2010-2011)

Application Fee	\$30*
Credit by Experience (Prior Learning)	40% of credit cost
Accident Insurance	\$15* +
Drop Fee	\$5*
Deferred Payment Fee	\$30*
Deferred Payment Late Fee	\$15*
Dishonored Check Fee	\$30*
Library Fine	varies*
Transcript Fee	\$5* each
Document Fee	\$5* each
Graduation and Alumni Fee	\$30*
Bus Pass (TOR)	\$50*
Technology Fee	\$5* per credit
Readmit fee	\$5*
Identification Card Replacement Fee	\$5*

Books and Supplies

Full-Time (15 - 16 credit hour load) approx. \$650

Part-Time (7 - 8 credit hour load) approx. \$350

Program Related Fees (2010-2011)

Applied Music Fee – MUS 261	\$425 per course
Applied Music Fee – MUS 262	\$750 per course
Food Services Supplies	varies
Computer Fee	\$25 per course
Laboratory Fee	\$25-\$200** per course
Learning Contract (audited courses)	\$25 per course
Malpractice Insurance	varies
Photography Lab/ART	\$25 per course
Telecourses & Distance Learning	\$20 per course
Tutorial Fee	\$25 per course

+ Required of full-time students: optional to part time students

* Non-refundable

** As noted in the Schedule of Classes

Student Activities Fees (2010-2011)

Full-Time	\$64
Part-Time (per credit hour)	\$4.20

There is a \$8.40 minimum charge.

All fees are subject to change without notice

Tuition Payment

All students must pay tuition and fees in full or provide credit authorizations to the Bursar's Office at the time of registration. Payment can be made in cash; by certified, cashiers or personal check; by money order payable to SUNY Rockland Community College; or by MasterCard, VISA or Discover credit cards.

The College reserves the right to cancel student schedules when payment is not received by the published deadlines. Original schedules cannot be guaranteed for students who must re-register. Failure to pay tuition may result in accounts being turned over to a collection agency and in students being barred from registering for the upcoming semester. Students will be responsible for all collection and litigation costs.

Senior Adult Audit Registration

New York State Education Law allows SUNY Rockland to waive the cost of tuition for senior adults 60 years of age and older who wish to observe (audit) credit courses on a space available basis, contract courses are not available to senior audits. Auditing students are responsible for lab and other fees associated with credit courses. As observers, senior adults are not examined, graded, nor given academic credit.

Senior adults do pay tuition for courses taken for credit. These include courses taken to satisfy professional requirements – to maintain credentials or to meet continued education requirements. Senior adults may also take courses through the Institute for Senior Education.

Refund Policy

Tuition refunds will be granted after the following requirements have been met:

- The refund candidate submits a completed drop/add form to the Registrar's /Records office
- The refund candidate must submit a signed refund request to the Bursar's office
- The student will receive a refund in accordance with the refund schedule as published in the Schedule of Classes and as shown below. The amount of the refund is dependent upon the date of the student's official withdrawal from the College

Refunds will not be issued:

- For withdrawal without permission of the Registrar's/Records Office
- For withdrawal due to failure in complying with State mandated immunization requirements
- If the refund application is made later than one year from the end of the semester for which the tuition liability was incurred
- To students dismissed for disciplinary reasons
- On non-refundable fees
- On learning contracts

Fall and Spring Semesters

Drop Prior to the start of classes:

100% of tuition and refundable fees

Drop during the first week of classes:

75% of tuition and refundable fees

Drop during second week of classes:

50% of tuition and refundable fees

Drop during the third week of classes:

25% of tuition and refundable fees

Drop after the third week of classes: NO REFUND

Summer and Winter Sessions

Drop prior to the start of classes:

100% of tuition & refundable fees

Drop during the first week of classes:

25% of tuition & refundable fees

Drop after the first week of classes: NO REFUND

Students must consult the specific refund dates published in the Schedule of Classes each semester.

Student Obligation for Payment of Tuition and Fees

Students who fall into the following categories will be financially obligated to the College regardless of attendance.

- Students who fail to complete a College drop/add form within the refund period of the semester and who have remitted partial payment will be financially obligated to the College for the unpaid balance, regardless of attendance
- Students whose fees are charged to financial aid awards at the time of registration, or who receive a deferment based on pending financial aid awards at the time of registration and who subsequently become ineligible for the financial aid (for any reason) will be liable for all funds due to the College, regardless of attendance
- Students who remit payment for fees with a check that is returned unpaid (for any reason) become liable for the full amount of fees assessed
- The College will not dismiss or waive a debt created by a refund issued to a student based on financial aid when such aid is subsequently cancelled or reduced

Tuition Refund Appeals

After classes have begun, a student may experience an extenuating circumstance beyond his or her control that prohibits the student's continued attendance at RCC. In such a case, the student may be eligible to receive a full tuition refund by filing a Tuition Refund Appeal Committee Student Request Form within one year from the last date of the semester that included the extenuating circumstances.

Examples of appropriate extenuating circumstances for Tuition Refund Appeals include:

- the death of an immediate family member or close relative
- the onset of a medical or mental health conditions
- an accident or injury
- a call to active military duty
- an administrative error made by the College
- a requirement to relocate or leave the country to take care of an immediate family member's health

For more information, refer to the Tuition Refund Appeal Committee Student Request Form on the college website or visit the Financial Aid Office, Room 8141 of the Technology Center.

Financial Aid

In 2009-2010 nearly 3,000 SUNY Rockland Community College students received more than \$13 million in financial assistance to help them meet the cost of higher education. Since many students are eligible for some kind of financial aid, all students are encouraged to apply. Funds are generally available to those who can demonstrate financial need.

Financial Aid Office

The Financial Aid Office assists students and families to complete applications for federal, state and local financial aid programs and subsequently awards aid to all eligible applicants. Free personal financial aid counseling and technical assistance is available on a walk-in basis.

The Office also has a FAFSA mini-lab where students can file their financial aid applications online. Helpful technical guidance is provided so that the application process can be easy and error-free.

Federal and State School Codes

The College's federal school code that must be entered on the FAFSA is 002877. The New York State school code that must be entered on the TAP application is 2147.

General Eligibility Requirements for Financial Aid

All students applying for financial aid must:

- Complete the Free Application for Federal Student Aid (FAFSA) each academic year
- Have earned a high school diploma or GED; or have passed an exam at scores set and approved by the federal and state governing bodies; or earned 6 college credits applicable to a degree
- Be a U.S. citizen or eligible non-citizen
- Be working toward a degree or certificate as a matriculated student in an approved program
- Be taking courses that are required within the student's program of study
- Be making satisfactory academic progress, (SAP), as detailed later in this section

- Be registered with Selective Service, if required
- Demonstrate financial need according to formulas established by federal and state governing bodies
- Not owe a refund on a federal grant or be in default on a federal student loan
- Submit documents, as required by the College, state and/or federal government
- Sign a statement of educational purpose affirming that funds received from financial aid will be used solely for educational expenses related to attendance at SUNY Rockland Community College

The following students are not eligible for federal or state financial aid:

- Students who are undocumented immigrants
- Students who are in the U.S. studying on an international student visa

Students concurrently enrolled in high school, for instance Early Admits, are not eligible for federal Title IV aid, but may be eligible for the New York State TAP award.

Deadlines

The early application deadlines set by the College for filing financial aid forms are April 15 for the summer session, May 31 for fall semester, and November 15 for spring. You may apply after these dates but awards may not be processed prior to the Bursar's deadline for making payment arrangements.

Financial Aid Programs

There are three basic types of financial assistance programs: grants and scholarships that do not have to be repaid; student loans that must be repaid; and self-help programs like Federal Work Study.

Please note that the availability of federal, state, and local funding for the financial aid programs described below is determined by external governmental bodies. Submission of an application does not necessarily guarantee that the award will be approved.

Federal and State Grant Programs

Federal Pell Grant Program (Pell)

The federal Pell Grant program is the foundation of the federal government's financial aid programs. Income, assets, size of the family, the number of family members in college and other factors determine eligibility. A congressionally-legislated index calculated from the student's application data, called the Expected Family Contribution (EFC), and the student's enrollment status determine the student's eligibility for the Pell grant.

Application: The Free Application for Federal Student Aid (FAFSA) must be completed each academic year online at www.fafsa.ed.gov.

Federal Supplemental Educational Opportunity Grant (FSEOG)

Federal SEOG funds are reserved for undergraduate students who demonstrate exceptional financial need, as determined by the College. Priority for these awards is given to Pell grant recipients.

Application: Early completion of the FAFSA is necessary for being considered. The Financial Aid Office notifies eligible recipients.

Academic Competitiveness Grant (ACG)

An eligible applicant must receive a Pell grant, be a U.S. citizen, and have completed a rigorous secondary school program of study. The student must be enrolled in at least a two-year academic program acceptable for full credit toward a bachelor's degree.

Unless legislation changes, this federal program will cease to be funded on June 30, 2011.

Application: The FAFSA must be completed each academic year and the College must confirm that the student completed a rigorous secondary program.

New York State Tuition Assistance Program (TAP)

TAP is a New York State entitlement program. To be eligible, an applicant must: be a New York resident for one year or more prior to the first day of the semester in which the student is enrolling; be a U.S. citizen or eligible non-citizen; be a full-time matriculated student in an approved program of study; be in good academic standing; be economically eligible according to current TAP criteria; not be in default on a Stafford Loan; and be charged tuition of at least \$200 per academic year.

Undergraduate students matriculating in an associate degree or certificate program may generally receive TAP awards for a maximum of three years of study (6 payments). The amount of the TAP award is determined according to the level of study, the tuition charge, the New York State taxable income of the student and his/her family, and the number of previous TAP payments the student has received.

Application: The FAFSA application generates the New York State Express TAP Application (ETA). Students must return the signed, completed ETA to the State. An online application is also available at www.hesc.com.

NOTE: All TAP funding is subject to legislative approval by New York State. Policies reflected herein are in effect as of the date of printing and may be subject to change.

New York State Tuition Assistance Program (TAP) for Part-time Study

TAP for part-time study requires that an eligible applicant began study as a full-time student in the 2006/07 or subsequent academic year. In order to receive a part-time TAP award, a student must have completed two full-time consecutive semesters of study and maintained a "C" average. Part-time TAP awards are available for students enrolling in 6 to 11 credits who meet all other TAP eligibility guidelines. Part-time TAP awards and their respective payment points are prorated based on the number of the credits enrolled and the student's full-time TAP award.

Application: same as TAP.

New York State Aid for Part-Time Study (APTS)

APTS provides financial assistance to undergraduate students pursuing a degree or certificate on a part-time basis. In order to be eligible for APTS, a student must meet all the TAP eligibility requirements as well as the APTS income limits. This part-time TAP award is designated for students enrolled in at least three but less than twelve credits per semester.

Application: The FAFSA must be completed as well as the New York State APTS application that can be obtained in the Financial Aid Office.

New York State Aid for Veterans

New York State provides supplemental grants for TAP-eligible veterans and under certain circumstances to their children and spouses. All Persian Gulf and Vietnam veterans are encouraged to apply for the supplemental awards. For more information, contact the veteran's counselor in the Financial Aid Office.

New York State Regents Award for Children of Deceased or Disabled Veterans

New York State residents who are children of certain deceased or disabled veterans may be eligible to receive tuition support for attendance at institutions located in the State. Information regarding this program can be obtained from the New York State Higher Education Services Corporation, 99 Washington Avenue, Albany, NY 12255.

Other Veteran's Benefits

A veteran may be eligible to receive funding under one of the following chapters.

Chapter 30 – The Montgomery GI Bill Active Duty Educational Assistance Program

This program is available to servicemen and women who entered the military after July 1, 1985 who paid into an education fund for one year in order to be eligible for 36 months of educational assistance. Some Chapter 34 veterans are eligible to be rolled into this Chapter's funding.

Chapter 31 – Vocational Rehabilitation for Service Disabled Veterans

For those veterans with a compensable, service-connected disability that results in an employment handicap, training programs and rehabilitation are generally available during the 12 years following the date of discharge or notice of disability compensation. Up to 48 months or more of educational assistance may be authorized to cover the full cost of tuition, books, fees, supplies and equipment with interest-free loans available to meet unexpected expenses while in school.

Chapter 32 – VEAP

This program is for servicemen and women who were on active duty from January 1977 to June 1985.

Chapter 33 – Post 9/11

Veterans Educational Assistance

The Post 9/11 GI Bill is a new education benefit program for individuals who served at least 90 days on active duty on or after September 11, 2001. Veterans who were honorably discharged from active duty due to a service-connected disability and who served 30 continuous days may also be eligible. Based upon length of service, a veteran is entitled to a percentage of the cost of tuition and fees (up to the cost of the most expensive in-state undergraduate tuition at a public college or university), a monthly housing allowance, and a books and supplies stipend.

Chapter 35 – Survivors' and Dependents' Educational Assistance

This program provides a monthly allowance to help pay the educational expenses of spouses and/or dependents of members of the Armed Forces who were or are permanently or completely disabled due to a service-connected cause, who are missing in action or who have been forcibly detained by a foreign nation for more than 90 days.

Chapter 1606 (formerly Chapter 106) – Select Reserve Educational Assistance Program

Servicemen and women who enlisted, re-enlisted, or extended an enlistment in the Selected Reserve or National Guard for a period of at least six years after June 30, 1985 are eligible. Both active duty for training and 180 days of service must have been completed. The total entitlement cannot exceed 48 months of full-time study.

Please note that eligibility for veteran's benefits can be determined only by the Veteran's Administration. Inquiries should be directed to

The Department of Veterans Affairs
130 S. Elmwood Ave.
Buffalo, NY 14202
(212) 807-7229
(800) 827-1000
www.gibill.va.gov

Or, contact the veteran's counselor in the Financial Aid Office for more information.

New York State Vocational Educational Services for Individuals with Disabilities (VESID)

This program is designed to serve persons with disabilities that constitute or result in a substantial handicap to obtaining and maintaining gainful employment. VESID counselors refer qualified persons to the College and VESID sponsors them through direct payments that cover part or all of the student's institutional charges.

New York State Aid to Native Americans

Aid is generally available to students on an official New York State tribal roll. To apply, contact

Native American Education Unit
New York State Education Dept.
Education Building Annex
Room 475
Albany, NY 12234
(518) 474-0537

Federal aid may also be available. Contact
Bureau of Indian Affairs/Education
South & Eastern States Agency
MS2559-MIB
1849 C Street, NW
Washington, DC 20240
(202) 208-3478

Aid to Victims of the World Trade Center Attack

There are national, state and local scholarships available to students who were victims (or whose families were victims) of the September 11th World Trade Center attack. Consult the following websites

www.hesc.com
www.nasfaa.org/linklists/911scholarships.asp

Robert C. Byrd Honors Scholarship

This scholarship is based on high school academic achievement and SAT scores. For more information, contact

New York State Education Dept.
Office of K-16 Initiatives and Access Programs
Scholarship Processing Unit
Room 1078 EBA
Albany, NY 12234
(518) 486-1319

Institutional Grants and Scholarships

RCC Foundation Scholarships

RCC Foundation scholarships are offered to both new and continuing students. Private donations to the RCC Foundation fund these varied scholarships.

A SUNY Rockland Community College Scholarships for New Students Booklet is produced every year and applications are typically due in the summer. Selected recipients are notified in early August.

Admissions and Financial Information

RCC Foundation scholarships for continuing students are awarded in the spring at the RCC Foundation Scholarship Ceremony. A Scholarship Booklet for this group is typically produced in February and the deadline for application is typically late March.

Application: Scholarship Booklets are available in the Financial Aid Office and other Division of Student Development Offices on campus. Applicants must submit a timely application form and, in most cases, letters of recommendation from faculty members.

Self-Help Programs

Federal Work-Study (FWS)

The Federal Work-Study program provides on- and off-campus jobs for students with financial need, allowing them to earn money to help pay for their educational expenses. To be eligible, students must matriculate in a degree or certificate program, take at least 6 credits and demonstrate financial need.

Application: The FAFSA must be completed each academic year. In addition, the Financial Aid Office must award the aid to the interested applicant and an employment application must be completed in the Job Placement Office, Room 8237 of the Technology Center.

SUNY Rockland Student Employment

The College offers part-time employment opportunities to eligible students with the particular skills requested by departmental offices.

Application: The FAFSA should be completed each academic year. In addition, an employment application must be completed in the Job Placement Office, Room 8237 of the Technology Center or in the departmental office in which the student is to be employed.

Student Educational Loan Programs

Federal Direct Loans

Federal Direct Loans are low-interest loans made to students attending college at least half-time (6 credits or more). Loans are made by the federal government and must be repaid.

Students can qualify for a Direct Loan based upon financial need, as determined by the FAFSA. These need-based loans (known as “subsidized”) offer in-school interest subsidies by the federal government. In addition, students may qualify for non-need-based Direct Loans (known as “unsubsidized.”) These loans do not offer interest subsidies. It is possible for students to have both subsidized and unsubsidized Direct Loans.

Loan Limits and Interest Rates

An undergraduate student may borrow a combined total from both the subsidized and the unsubsidized Federal Direct Loan Programs up to

- \$3,500, if the student is in his/her first academic year and is enrolled in a program of study that encompasses a full academic year.

- \$4,500, if the student has completed the first academic year (earned 30 credits or more) and the remainder of the program of study encompasses a full academic year.

If the student is a new borrower, the interest rate is a fixed rate determined annually. From July 1, 2010 through June 30, 2011, the interest rate for a subsidized Federal Direct Loan is 4.5%. The interest rate for an unsubsidized Federal Direct Loan is 6.8%. Consult the Financial Aid Office for current rates.

Application: The FAFSA must be completed each academic year. In addition, a separate loan request form, promissory note and entrance interview must be completed. Loan requests can be obtained at the Financial Aid Office.

Additional Federal Direct Loan Limits

Independent, undergraduate students (and dependent students whose parents do not qualify for a federal PLUS loan) who are enrolled at least half-time are eligible for unsubsidized Direct Loans of up to \$6,000 for the first and second year of study.

Dependent undergraduate students who are enrolled at least half-time are eligible for unsubsidized Direct Loans of up to \$2,000 for the first and second year of study.

Application: Same as the Federal Direct Loan Program.

Federal Parent Loans for Undergraduate Students (PLUS)

Federal PLUS Loans are for parents who wish to borrow to help pay for their child's education. These loans enable parents with good credit histories to borrow for each dependent child who is enrolled at least half-time. In cases of divorce or separation, either parent may borrow on behalf of the student.

Application: Same as the Federal Direct Loan Program.

NOTE: The Financial Aid Office can refuse to certify a student's Direct Loan application, or can certify a loan for an amount less than the student would otherwise be eligible for, if the College documents the reason for its actions in writing. The College's decision is final, and cannot be appealed to the U.S. Department of Education.

Cost of Attendance Budgets

The College is required by the federal government to derive Cost of Attendance budgets for several categories of students. These budgets, used in calculating eligibility for federal aid, include direct costs such as tuition, fees and books as well as indirect costs like room, board, transportation, and personal expenses. These budgets represent costs for an academic year, or two semesters, for an average full-time student. Cost of Attendance budgets for part-time students are prorated. See the Financial Aid Office for current year budgets or more information.

2010/11 Cost of Attendance for Full-time, New York State Residents

	<u>Students with No Dependents, Living at Home with Parents</u>	<u>All Others</u>
Tuition	\$3,425	\$3,425
Fees	\$360	\$360
Books and Supplies	\$1,200	\$1,200
Room and Board	\$2,980	\$8,370
Personal Expenses	\$1,080	\$1,080
<u>Transportation</u>	<u>\$1,490</u>	<u>\$1,490</u>
TOTAL	\$10,535	\$15,925

2010/11 Cost of Attendance for Full-time, Out-of-State Residents

	<u>Students with No Dependents, Living at Home with Parents</u>	<u>All Others</u>
Tuition	\$6,850	\$6,850
Fees	\$360	\$360
Books and Supplies	\$1,200	\$1,200
Room and Board	\$2,980	\$8,370
Personal Expenses	\$1,080	\$1,080
<u>Transportation</u>	<u>\$1,490</u>	<u>\$1,490</u>
TOTAL	\$13,960	\$19,350

Academic Standards Related to Federal and State Financial Aid

In order to continue to qualify for the federal and state financial aid programs listed above, each student recipient must meet certain academic standards as described below:

Federal Academic Progress Requirements

In order to maintain eligibility for the Pell Grant, SEOG, Federal Work-Study, and Stafford Loan Programs, a student must meet two academic standards: a qualitative standard and a quantitative standard.

The Qualitative Standard: The Cumulative GPA Chart

In order to qualify for federal aid, a student must demonstrate academic achievement according to the chart below. Students matriculated into degree programs are evaluated once an academic year at the end of each spring semester; students matriculated into certificate programs are reviewed at the end of each fall and spring semester.

<u>Total Credits Attempted</u>	<u>GPA</u>
0 – 11	.00
12 – 24	.50
25 – 36	.75
37 – 48	1.30
49 – 60	1.50
61 – 75	1.70
76 and above	2.00

The Total Credits Attempted include all credit-bearing courses including withdrawals, incompletes and failures. The GPA is calculated according to the College's published academic policies. Note that non-credit-bearing, remedial and ESL courses are not calculated in the cumulative GPA; however, students are limited in receiving federal aid for remedial courses to one academic year, or 30 credits. ESL courses are not included in the 30-credit limitation.

Students failing to meet the qualitative GPA standard are notified in writing by the Financial Aid Office and are no longer eligible for federal aid unless they successfully appeal the decision to the Director of Financial Aid. The appeal process for federal aid is outlined below.

The Quantitative Standard: Pursuit of Program

In addition to meeting the College's standards for academic achievement, students must also demonstrate program progress by accumulating credits toward a degree or certificate according to the time frames noted below. In order to retain eligibility for federal financial aid, students must complete their programs of study within a maximum time frame of 150% of the length of the program. For purposes of this calculation, the total number of credits needed to attain the degree or certificate defines the length of each individual program. Towards that end, the College measures program pursuit for students matriculating in a degree program once an academic year at the end of the spring semester.

Admissions and Financial Information

Students matriculating in certificate programs are measured after each fall and spring. Students are deemed to be making satisfactory academic progress for federal financial aid purposes if they meet the minimum standards described below.

Total Attempted Credits	Minimum Percent to be Achieved*
0 – 11	0%
12 – 24	30%
25 – 48	45%
49 – 72	60%
73 and above	67%

*The percent achieved is calculated by dividing the total earned credits in the student's RCC academic history by the total attempted credits in the student's RCC academic history. All credit-bearing courses, including withdrawals, incompletes, and failures, are considered attempts for the purposes of student's RCC academic history pursuit. "X" grades are excluded from both the earned credits and attempted credits. Transfer credits are counted both as attempts and completions.

Those students who fall below the minimum percentage required are notified by the Financial Aid Office and are deemed not eligible for continued federal financial aid unless they successfully appeal the decision to the Director of Financial Aid.

Change of Major and SAP Determinations

A student cannot change his or her major to avoid the consequences of unsatisfactory academic programs. After one or more semesters in a new major, the Director of Financial Aid may consider a change of major during an appeal. That is, the Director may consider to exclude courses outside the student's current program of study if the student's appeal demonstrates the grounds to do so.

RCC students who return to college must continue to meet published SAP standards for prior graduates based upon all academic course work that has occurred subsequent to the student's prior degree or certificate.

Appeal Process for Federal Aid

Students who fail to meet either the qualitative or quantitative federal standard may appeal to the Director of Financial Aid to regain eligibility. Appeals will be evaluated based upon mitigating or exceptional circumstances that caused hardships for the student during his or her program of study. Events such as illness, injury, personal tragedy, and medical or family emergencies will be considered.

The Financial Aid Director will notify the student in writing of the results of the appeal and the revised standards, if any, in which the student must maintain in order to continue eligibility. If an appeal is denied, a student has a right to request a grievance hearing following the procedures outlined in the Student Handbook.

New York State Academic Progress Requirements

Failure to make satisfactory academic progress towards the completion of a degree or certificate may result in the loss of one or more semesters of New York State TAP, Part-time TAP or APTS.

At the conclusion of each semester, the College reviews all grades to determine if recipients of New York State TAP programs are making satisfactory academic progress. To remain in good standing for TAP purposes, a student must achieve a certain GPA before being certified for the next semester's TAP payment (see the TAP SAP chart). Loss of good academic standing results in a loss of TAP for the next semester, unless the student is eligible to receive a one-time waiver for extenuating circumstances (see Waiver section).

TAP Satisfactory Academic Progress Chart

Before being certified for this payment	1	2	3	4	5	6	7
A student must have earned at least this many credits	0	3	9	18	30	45	N/E
With this cumulative GPA	0	5	.75	1.3	2.0	2.0	N/E

A student must have a minimum GPA of 2.0 after receiving two academic years, or 24 points, of TAP in order to maintain eligibility. TAP points used at other institutions count toward the 24 points. Therefore, a student who has used TAP at another New York State college may reach the 2.0 GPA standard earlier or faster than a new student at SUNY Rockland Community College who has not previously received TAP at any other institution.

TAP Pursuit of Program

In addition to academic achievement, TAP award recipients must demonstrate program pursuit by completing a reasonable number of credits each semester in order to remain eligible for TAP. In semesters related to the first two payments, a student must complete at least six credits; in the semesters related to the third and fourth payments, a student must complete at least nine credits; and, in the semesters related to the fifth and sixth payments, a student must complete 12 credits.

Credit-bearing courses with grades other than a failing grade and non-credit-bearing remedial and ESL courses with a passing or failing grade may count in the calculation of this standard. Courses graded with W, NA, AU, and X cannot be used to meet the pursuit of program requirement.

Another condition within the pursuit of program standard addresses students who fully withdraw from their studies. A student who withdraws from all of his or her classes or who does not meet the pursuit of program credit completion minimums previously described loses TAP eligibility for the subsequent semester unless the student is eligible to receive a one-time waiver for extenuating circumstances.

Waiver of SAP and Pursuit of Program Standards

If it can be documented that the loss of good academic standing for TAP purposes was a function of extenuating circumstances beyond the control of the student (such as illness, death of an immediate family member, fire, etc.), is unlikely to re-occur, and that the student was otherwise progressing in the program, the student may appeal to the Director of Financial Aid for a one-time waiver of pursuit and progress standards. All circumstances must be fully documented. A student is allowed to use this waiver for extenuating circumstances one time only.

Waiver of the 2.0 “C” Average Standard

If it can be documented that the loss of TAP due to the C average standard was a function of extenuating circumstances beyond the control of the student (such as illness, death of an immediate family member, fire, etc) and is unlikely to re-occur, the student may appeal to the Director of Financial Aid for a waiver of this standard. All circumstances must be fully documented. New York State does not prohibit the use of this type of waiver on more than one occasion.

Adjustments to Financial Aid Awards

A student's financial aid awards may be reduced or rescinded if the student changes enrollment status, enrolls for less than half-time, withdraws during the semester, takes courses outside of his/her program of study, or never attends some or all of his/her classes.

Return of Title IV Aid

If a student fully withdraws from all classes, either officially or unofficially, their federal Title IV financial aid awards may have to be adjusted. The adjustment process is done through a Return of Title IV Aid calculation that is congressionally mandated. Only federal financial aid recipients who withdraw in the first 60% of the semester are subject to this requirement.

The Return of Title IV Aid regulations require that the College calculate the amount of federal aid that the student has earned up to the time of withdrawal. Students earn aid in proportion to the amount of the semester that they complete. For example, if a student completes 29.7% of the semester (calculated by dividing the number of days up to the withdrawal date by the number of days in the semester), then the student earns 29.7% of his or her federal Title IV aid that could have been disbursed. After calculating the amount of aid earned, the College must then determine if any unearned aid must be returned to the federal government, or if the student is eligible for a post withdrawal disbursement.

Further explanation, including examples illustrating the application of Return of Title IV Aid regulations, can be obtained in the Financial Aid Office.

Overpayment

If a student officially or unofficially withdraws and has already received a federal financial aid disbursement from the Pell, SEOG or student loan programs, the student may owe an overpayment to the federal government. Like students who are in default, students who owe an overpayment are not eligible for additional federal financial aid until the overpayment or default is resolved.

Students who wish to withdraw from one or all of their courses at any time after the semester begins, should consult the Financial Aid Office to understand the financial ramifications of the withdrawal.

Eligible Courses for Financial Aid Purposes

Only courses required within a student's current degree or certificate program are eligible for payment from the federal and state financial aid programs. It is the student's responsibility to carefully review program requirements and/or gain scheduling advisement from the Academic Advisement Center.

The Financial Aid Office reviews each financial aid recipient's schedule after the Add/Drop period to determine if all courses are within the student's program of study. If a student enrolls for courses outside of the program or never attends one or more of his or her classes, the financial aid awards may be reduced and a resulting balance may be due to the College.

Programs of Study



ACCOUNTING

Associate of Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: The AAS in Accounting degree will prepare students for an entry-level position in accounting. Students pursuing this degree also have the opportunity to complete a baccalaureate degree at a four-year institution in accounting or other business related field.

Occupational Objectives: The AAS degree in Accounting allows students to obtain entry-level employment in all types of business firms including small businesses, large corporations, and accounting firms. However, if a student decides to pursue their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution. Additional requirements are necessary for CPA eligibility.

Program Goals: The degree provides students with a rigorous and dynamic interdisciplinary education that will attract, motivate and prepare students for the challenges facing accounting professionals. In addition, students will master effective written and oral communication; become active, informed citizens and leaders; and obtain an understanding of the ethical, racial, and gender issues in today's business world.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Apply a comprehensive knowledge of generally accepted accounting principles
- Use analysis, synthesis and evaluation skills to solve general accounting problems
- Understand accounting and business terminology used in business scenarios and be proficient with commonly used office software
- Perform accurately and apply fundamental accounting process to properly record and interpret business transactions culminating with draft financial statements

BUSINESS - ACCOUNTING**AAS****HEGIS Code 5002**

English		6 Credits Required	Elective Requirements	6 Credits Required
ENG 101	English Composition I		Two business-related electives (by advisement)	
ENG 102	English Composition II		ACC, BKG, BUS, CSP, ECO, FIN, HOS, INT, MGT, MKT, OFT (except 103), PLG	
Pluralism and Diversity		3 Credits Required		
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		*Some four-year institutions require qualifying examinations or successful completion of advanced accounting courses before accepting these courses for transfer credit. Some colleges accept a maximum of 18 credits in Business for transfer. Students are advised to consult with an accounting faculty member regarding transferability of accounting courses.	
Social Science		6 Credits Required		
ECO 201	Microeconomics			
or				
ECO 202	Macroeconomics			
Select 3 additional credits with any of the following codes: ANR, ECO, GEO, HIS, POL, PSY, SOC				
Mathematics		3 Credits Required		
Select MAT 101 or higher at the highest appropriate level by placement and advisement.* *NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.				
Science		3 Credits Required		
Select course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI				
Accounting Concentration		41 Credits Required		
Core Requirements		35 Credits Required		
ACC 101	Principles of Accounting I			
ACC 102	Principles of Accounting II p			
ACC 201	Intermediate Accounting I* p			
ACC 202	Intermediate Accounting II* p			
ACC 210	Computer Applications in Accounting			
BUS 203	Business Law I			
BUS 204	Business Law II p			
BUS/PHL 260	Ethics in Business			
INT 201	International Business			
or				
INT 255	International Business Seminar			
MKT 201	Marketing			
				<u>65 credits</u>
			<i>NOTE: Students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.</i>	

ANTHROPOLOGY

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: Anthropology provides students with an understanding of both the commonalities and the diversity of human experiences. Physical anthropology focuses on human evolution and our relationship with the environment. Cultural anthropology focuses on archeological research, the development of languages and the study of cultures around the world.

Students interested in a degree in anthropology can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in anthropology can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in museums, universities and other related areas.

Discipline Goals: The anthropology discipline will provide students with the ability to understand, define and analyze the concept of culture, the aspects of the human experience and the relationship between environment and culture.

Student Learning Outcomes: Upon successful completion of courses in anthropology, students will be able to:

- Develop the skills necessary to discern, describe and interpret cross-cultural comparisons or contrasts in behavior patterns, social organizations and belief systems
- Acquire command of anthropological concepts and terms in discussion of cultural diversity and change
- Develop the ability to clearly, logically and thoroughly identify and assess the essential characteristics, values and limitations of ethnographic research methods

ART

Associate of Science

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Emily Dennis Harvey	eharvey@sunyrockland.edu
Department Support Staff:	Caryn Costa	ccosta2@sunyrockland.edu
Educational Support Staff:	Brooke Evans	bevans@sunyrockland.edu
	Lili Grady	lgrady@sunyrockland.edu
	Lena Hyun	lhyun@sunyrockland.edu
Department Office:	Cultural Arts Center Room 7111	Phone: 845-574-4268

Purpose: The study of art prepares students for a wide variety of careers that produce the images and objects that infuse our daily lives. The Art Department offers courses to all degree and non-degree students and three Associate degrees in the practice of Art, each with a distinct focus: *Fine Arts; Graphic Design and Computer Graphics; and Photography*. In addition, there is the *Visual Studies in Art History Honors Program*, an integral part of the Sam Draper Mentor/ talented Student Honors Program, the Ivy League and Tier One College Transfer concept. This offering is for Honors students who have a passion for art and art history and an interest in pursuing one of the many art related careers outside of the actual production of art works. Five honors art history course provide a foundation for further study of art history in preparation for work in museums, colleges, architecture, law, business and the commercial world of art.

Occupational Objectives: Fine Arts students can transfer for further study in painting, sculpture, and printmaking. Their courses can also be a foundation for such diverse fields as illustration, animation, scenic design, industrial design, art restoration, art education and art therapy. The degree provides students with a wide variety of careers, most of which will require additional study at the Bachelor's Degree level.

Program Goals: All three degrees, as well as the option for combining art courses with other programs, aim to afford talented and motivated young artists with knowledge and skills that will help them shape a future that best employs their abilities and fulfills their passions. The foundation program will give them a solid experience of work in two- and three-dimensional design, photography, computer art, drawing, and art history. A course in Careers in Art will help them understand how many fields are open to them. More advanced courses will develop their abilities but will also help them sort out what media and conceptual challenges best suit their talents.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the history of art and how ideas and practice merge
- Develop the ability to interpret contemporary theory and form
- Understand the interdisciplinary nature of art in the contemporary world
- Demonstrate the ability to critically analyze and evaluate examples of art

Fine Arts

AS

HEGIS Code 5610

English **6 Credits Required**
 ENG 101 English Composition I
 ENG 102 English Composition II p

Pluralism and Diversity **3 Credits Required**
 ART 136 Race, Class, Gender in American Art
 (or PDA equivalent by advisement)

Social Science **3 Credits Required**
 Select 3 credits from courses
 with the following codes: ANR, ECO,
 GEO, HIS, POL, PSY, SOC

Mathematics **3 Credits Required**
 Select MAT101 or higher at the highest appropriate
 level by placement *

*NOTE: Students should be aware that many four-year colleges do not accept
 Math 101 for transfer credit. Policies toward granting credit for Math 102 will
 vary among four-year colleges.

Science **3 Credits Required**
 Select courses at the appropriate levels
 from the following codes: BIO, CHM, ENR, PHY, SCI

Humanities **9 Credits Required**
 ART 119 Art History I
 ART 120 Art History II

Art History Elective (Choose one)
 ART 134 History of Photography
 ART 141 Art of Asia, Africa & the Americas

ART 221 Art and Philosophy of the East

ART 226 Art in New York

ART 255 Art in London

ART 292 Art in Paris
 ART 264 Art and the African American Experience

Arts and Sciences **6 Credits Required**
 Select courses from the following codes:
 ANR, ARA, ASL, BIO, CHI, CHM, COM, ECO,
 ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK,
 MAT, MUS, PDA, PER, PHL, PHY, POL,
 PSY, RLS, RUS, SCI, SOC, SPA, SPE

Fine Arts Concentration **30 Credits Required**

Foundation Requirements **20 Credits Required**
 ART 102 Figure Drawing I
 ART 111 2D Design I
 ART 112 2D Design II p
 ART 113 3D Design
 ART 121 Drawing Fundamentals
 ART 130 Black and White Camera and Darkroom I
 ART 280 Digital Art and Design
 ART 910 Color Theory
 ART 950 Careers in Art

Fine Arts Requirements **10 Credits Required**
 ART 103 Figure Drawing II p
 ART 106 Painting I
 ART 176 Printmaking Workshop I
 ART 219 Sculpture I
 ART Studio Elective

Physical Education **3 Credits Required**
 Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

66 credits

NOTE: Students must consult with a faculty advisor in the **ART DEPARTMENT** each semester to plan their course of study.

Art 101 (Art Appreciation), ART 129 (Digital Photography) and
 ART 118 (Art of Western World), may not be used to fulfill any
 ART degree requirements or electives.

AUTOMOTIVE TECHNOLOGY

Associate of Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	G. William Baitzel	wbaitzel@sunyrockland.edu
Department Office:	Spring Valley Extension Center	Phone: 845-574-4592

Purpose: The Automotive industry has become a highly technical industry in order to meet governmental safety and environmental regulations. These new regulations have created a demand for well-trained high level technicians. The AAS degree in Automotive Technology will train students to work in the high tech field of automotive service.

Occupational Objectives: The AAS degree in Automotive Technology will provide students with the training needed to work as Automotive Technicians in both privately owned businesses or large automotive companies. Students who decide to pursue additional education at the baccalaureate level can transfer to an Automotive Business Management program. However, additional general education courses will need to be completed at the transferring institution.

Program Goals: The degree will provide students with a rigorous and dynamic technology based program that will prepare them to become diagnostic leaders in the high tech automotive industry. Students will enhance their professional and personal development; become leaders in the automotive service industry and develop the skills necessary for effective communication.

Student Learning Outcomes: Upon successful completion of this program, students will will be able to:

- Develop and practice proper safety skills.
- Diagnose and repair automotive problems with a high tech vehicle.
- Develop critical thinking skills
- Develop the skills necessary for effective written and oral communication.

AUTOMOTIVE TECHNOLOGY

AAS

HEGIS Code 5306

English		6 Credits Required	Automotive Concentration	46 Credits Required
ENG 101	English Composition I		Check all prerequisite requirements for all courses. Students who are not placed in an apprenticeship will enroll in a 1-credit equivalent NATEF Module, AUT 891-895. Apprenticeship students will enroll in a 1 credit equivalent Automotive Apprenticeship, AUT 171-175.	
ENG 102	English Composition II		AUT 101	Automotive Steering and Suspension p
Pluralism and Diversity		3 Credits Required	AUT 171/891	Auto Appreciation or NATEF: AUT 101
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		AUT 102	Automotive Engine Fundamentals p
Social Science		6 Credits Required	AUT 172/892	Auto Application or NATEF: AUT 102
Select courses from the following codes by advisement: ANR, ECO, GEO, HIS, POL, PSY, SOC			AUT 103	Automotive Brakes + Drivetrain p
Mathematics		3 Credits Required	AUT 173/893	Auto Apprenticeship or NATEF: AUT 103
Select MAT 101 or higher at the highest appropriate level by placement *			AUT 104	Advanced Automotive Engine p
<i>*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.</i>			AUT 174/894	Auto Advanced or NATEF: AUT 105
Science		3 Credits Required	AUT 111	Basic Automotive Technology
Select a course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI			AUT 201	Automatic Transmission p
Unrestricted Electives		3 Credits Required	AUT 203	Automotive Electrical Systems p
Any three credits with: CSP 101 Introduction to Computers (recommended)			AUT 205	Computer Controlled Ignition & Fuel Injection p
			AUT 175/895	Auto Advanced or NATEF: AUT 205
			AUT 211	Emissions Testing and Advanced Diagnosis p
			AUT 220	Automotive Heating & Air Conditioning p
			NATEF Task Booklet Completion	
			Auto Technician Training Program. For professional technicians only. With department permission only. Replaces prior courses.	
			AUT 901	Fundamental Engine Electronic Training (FEET) [203]
			AUT 902	System Training in Engine Performance (STEP) [203]
			AUT 903	Computerized Automotive Performance Systems (CAPS)[205]
			AUT 904	Fuel Injection Systems Training (FIST)[205]
			AUT 907	Advanced Computer and Emissions Specialist (ACES)[211]**
			** Requires additional 1 credit prior learning or AUT 175/895.	
			Physical Education	3 Credits Required
			Select three courses from: Any PED course(s)	
			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	
			<u>73 credits</u>	

NOTE: Students must consult with a faculty advisor in the AUTOMOTIVE TECHNOLOGY DEPARTMENT each semester to plan their course of study.

BOOKKEEPING

Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: The Bookkeeping Certificate is for students who want to acquire the skills necessary towards obtaining employment as an entry-level bookkeeper or office employee.

Occupational Objectives: The certificate is for students with or without previous educational experience. Upon completion of the certificate students will be prepared for entry-level employment in companies of all sizes, both public and private, in virtually all industry sectors. Students may find employment in a variety of areas including accounts payable/receivable, payroll and bookkeeping.

According to the Occupational Outlook Handbook 2010-2011, the opportunities for employment in the fields of bookkeeping, accounting, and auditing clerks are projected to grow by 12 percent between 2006-2016.

Program Goals: The certificate will provide students the opportunity to start a new career or springboard to a degree in accounting. The program will instill an appreciation and awareness of the racial, ethnic and gender issues in today's business world; enhance the student's personal and professional development; and encourage active informed citizenship and leadership.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop and maintain financial accounting statements and records
- Understand and become proficient in accounting software
- Demonstrate proficiency in a variety of business software packages such as word processing, spreadsheets and databases for analyzing and solving business problems
- Develop problem solving, critical-thinking and decision-making abilities

BOOKKEEPING/OFFICE ADMINISTRATION CERTIFICATE

HEGIS Code 5002

English, Social Science, Science, Mathematics, Arts And
Sciences, Unrestricted Electives, Physical Education

Not Required For This Degree

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s).

Humanities **3 Credits Required**
BUS/PHL 260 Ethics in Business

Concentration Area **27 - 29 Credits Required**

Check prerequisite requirements for all courses.

OFT 112*	Word Processing Applications
BUS 108	Workplace Communications
OFT/MGT 111	Spreadsheet and Database Management
BKG 101	Bookkeeping I
or	
ACC 101	Accounting I
BKG 102	Bookkeeping II p
or	
ACC 102	Accounting II p
BUS 101	Intro to Business
or	
BUS 215	E-Commerce
MGT 219	Administrative Office Management
OFT 207	Advanced Word Processing Applications p
or	
OFT/BUS 208	Presentation Software: Powerpoint
or	
FIN 201	Entrepreneurial Finance

*Students must demonstrate typing speed of 20 words per minute with no more than one error or must register for:

30 - 32 credits

NOTE: Students must consult with a faculty advisor in the OFFICE TECHNOLOGIES DEPARTMENT each semester to plan their course of study.

BUSINESS ADMINISTRATION

Associate of Science
Associate of Applied Science
Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: Today's business world is in a constant state of change fueled by global and financial transformations, and the challenges presented by legislative, social, ethical and environmental changes. The degrees in Business Administration are for students who want a career in business.

Students wanting to pursue a baccalaureate degree should pursue the Associate of Science degree at SUNY Rockland. The Associate of Applied Science degree or Certificate program is for students looking for immediate employment after graduation, or are already working in the field and want to enhance their skills and promotion opportunities, or for individuals pursuing a career change.

Occupational Objectives: Upon completion of a degree in Business Administration, students will be prepared for entry-level employment in companies of all sizes, both public and private, in virtually all industry sectors. Students who wish to further their education may transfer to a four-year institution to complete a baccalaureate degree in business or other related areas.

Program Goals: A degree in Business Administration provides students with a solid, broad-based foundation in business, accounting, marketing and other related areas. The program will instill an appreciation and awareness of the racial, ethnic and gender issues in today's business world, enhance the student's personal and professional development, and encourage active informed citizenship and leadership.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate fundamental knowledge of and skills in the functional areas of business
- Integrate elements of the various business disciplines in the examination and solution of business problems
- Demonstrate competency in written and oral communication
- Understand and recognize the impact of globalization and global business on society and the economy
- Develop awareness of ethical, social, financial and legal principles
- Develop both personal and interpersonal skills such as teamwork and leadership

BUSINESS – BUSINESS ADMINISTRATION

AS

HEGIS Code 5004

English		6 Credits Required	Business Administration	
ENG 101	English Composition I		Concentration	32 - 33 Credits Required
ENG 102	English Composition II		Core Requirements	26 - 27 Credits Required
			Choose either by advisement:	
Pluralism and Diversity		3 Credits Required	ACC 101	Principles of Accounting I
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		ACC 102	Principles of Accounting II p
			BUS 203	Business Law I
			BUS 204	Business Law II p
				or
Social Science		6 Credits Required	INT 201	International Business
ECO 201	Microeconomics			or
ECO 202	Macroeconomics		INT 255	International Business Seminar
			BUS/PHL 260	Ethics in Business
Mathematics		6 Credits Required	MGT/OFT 111	Spreadsheet and Database Management
MAT 107 or higher level mathematics courses by placement or advisement. Recommended: MAT 125 or MAT 109.				(or select one of the following by advisement: CSP 101, or ACC 210)
			MGT 150	Principles of Management
Science		6 - 7 Credits Required	MKT 201	Marketing
Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI				
Recommended: One lab science course.				
Arts and Sciences		3 Credits Required	Elective Requirements	6 Credits Required
Select courses from the following codes:			Two business-related electives (by advisement)	
ANR, ARA, ASL, ART, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, I TA, LSK, MAT*, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE			ACC, BKG, BUS, CSP, ECO 110, FIN, INT, MGT, MKT, OFT (except 103)	
			NOTE: Honors students are required to take BUS 273: Business Internship.	
			For an updated list of business related electives contact an advisor from the Business Department.	
			Physical Education	3 Credits Required
			Select three courses from: Any PED course(s)	
			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	

*NOTE: Math 101, 102, 104, ECO 101, 201, 202 may not be used to satisfy the Arts and Sciences requirement.

65 - 67 credits

NOTE: Students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.

BUSINESS - BUSINESS ADMINISTRATION**AAS****HEGIS Code 5004**

English		6 Credits Required	Business Administration Concentration	38 - 39 Credits
ENG 101	English Composition I		Required	
ENG 102	English Composition II			
Pluralism and Diversity		3 Credits Required	Core Requirements	29 - 30 Credits
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		ACC 101	Principles of Accounting I
			ACC 102	Principles of Accounting II p
			BUS 101	Introduction to Business
			BUS 203	Business Law I
Social Science		6 Credits Required	BUS/PHL 260	Ethics in Business
ECO 201	Microeconomics		INT 201	International Business
or				or
ECO 202	Macroeconomics		INT 255	International Business Seminar
Select 3 additional credits with any of the following codes: ANR, ECO, GEO, HIS, POL, PSY, SOC			MGT/OFT 111	Spreadsheet and Database Management (or select one of the following by advisement: CSP 101, or ACC 210.)
			MGT 150	Principles of Management
			MKT 201	Marketing
Mathematics		3 Credits Required	Elective Requirements	9 Credits Required
Select MAT 101 or higher at the highest appropriate level by placement and advisement.*			Three Business-related electives (by advisement)	
*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.			ACC, BKG, BUS, CSP, ECO, FIN, HOS, INT, MGT, MKT, OFT (except 103), PLG	
Science		3 Credits Required	Physical Education	3 Credits Required
Select course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI			Select three courses from: Any PED course(s)	
			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Arts and Sciences		3 Credits Required		<u>65 - 66 credits</u>
Select courses from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE				

NOTE: Students must consult with a faculty advisor in the **BUSINESS DEPARTMENT** each semester to plan their course of study.

BUSINESS STUDIES CERTIFICATE

HEGIS Code 5001

English, Science, Humanities, Arts and Sciences,
Unrestricted Electives, Physical Education

Not Required For This Certificate

NOTE: *Although there is no specific English requirement for this certificate, students must take the English assessment. In order to graduate, they must be assessed at ENG 101 (or higher) OR receive a passing grade in the required English Skills course(s).*

Social Science **3 Credits Required**
 ECO 201 Microeconomics
or
 ECO 202 Macroeconomics

Mathematics **11 Credits Required**
 MAT 203 Calculus p
 20309 Statistics for Business and Economics*
 20311 Statistics for Business and Economics*
 *Must be taken at SUNY New Paltz

Business Studies Concentration **23-24 Credits Required**
 ACC 101 Principles of Accounting I
 ACC 102 Principles of Accounting II p
 ACC 204 Cost Accounting p
 CSP any Programming Course
 (With approval of Business Dept. Coordinator)
 MGT 150 Principles of Management
 MKT 201 Marketing
 20341 Fundamentals of Corporate Finance*
 (Must be taken at SUNY New Paltz.)

37 - 38 credits

NOTE: *Students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.*

COMMUNICATION MEDIA ARTS

Associate of Arts

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Richard Connolly	rconnoll@sunyrockland.edu
Department Support Staff:	Erin Rooney	erooney@sunyrockland.edu
Department Office:	Library/Media Center, Room 4010	Phone: 845-574-4221

Purpose: Technology is re-defining the way in which the world communicates. Digital media is changing the way in which we live and work. The AA degree in Communication Media Arts is for students who want to pursue a career in a variety of communication related fields and plan on pursuing a baccalaureate degree at a four-year institution.

Occupational Objectives: The Communication Media Arts degree will prepare students for transfer to a baccalaureate program to continue their education in multimedia production. Students who complete this program and programs to which they may transfer may find position in audio, music, video and digital multimedia production for radio and television.

Program Goals: The program offers theoretical instruction and practical experience in digital media production. In addition, the program provides students with an understanding of the cultural history of mass media. The degree will provide students with a dynamic digital media based program that will attract, motivate and prepare students for a career in the communication field.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate a variety of communication skills including oral and written communication for media production
- Develop a variety of skills related to learning core concepts, including critical thinking and reasoning skills as well as problem solving
- Develop successful production and post-production skills for digital media
- Integrate elements of the arts and sciences into production work
- Understand the fundamental concepts and the interdisciplinary nature of digital media

COMMUNICATION MEDIA ARTS**AA****HEGIS Code 5008**

English		6 Credits Required	Elective Requirements	10 Credits Required
ENG 101	English Composition I		Select an additional 10 credits from the following courses:	
ENG 102	English Composition II		COM 105	Audio Production II p
Pluralism and Diversity		3 Credits Required	COM 201	Broadcast Script Writing
COM 120	Mass Communication in a Pluralistic Society		COM 205	Radio Production
Social Science		9 Credits Required	COM 212	Television Production II, Advanced p
Select courses from the following codes:			COM 215	Videotape Editing p
ANR, ECO, GEO, HIS, POL, PSY, SOC			COM 255	Broadcasting in Britain
Mathematics			COM 271-6	Media Internships by Learning Contract (Prior approval of department mentor required.)
3 Credits Required			COM 601-6	Special Topics in Broadcasting (Prior approval of department mentor required.)
MAT 101 or higher at the highest appropriate level by placement and advisement *				
*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.				
Science		6 Credits Required	Physical Education	3 Credits Required
Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI			Select three courses from: Any PED course(s)	
			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Humanities		6 Credits Required		63 credits
Select courses from the following codes: ARA, ART, ASL, CHI, ENG, FRE, GER, HEB, ITA, MUS, PER, PHL, RLS, RUS, SPA, SPE				
Unrestricted Electives		3 Credits Required		
Select any credit courses except Physical Education				
Communication Media Arts Concentration		24 Credits Required		
Core Requirements		14 Credits		
COM 101	History of Broadcasting			
COM 104	Audio Production I			
COM 121	Mass Communication, Advanced p			
COM 211	Television Production I, Basic			

NOTE: Students must consult with a faculty advisor in the COMMUNICATION MEDIA ARTS DEPARTMENT each semester to plan their course of study.

COMPUTER-ASSISTED DESIGN

Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	ygeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: The Computer-Assisted Design Certificate is for students who want to acquire the necessary skills needed to obtain entry-level employment in a variety of drafting fields.

Occupational Objectives: The certificate is for students with or without previous educational experience. Upon completion of the certificate, students will be prepared for entry-level employment as a CAD operator or a design technician in specialized fields of Architectural, Civil or Mechanical Engineering.

Program Goals: The certificate will provide students with the skills needed to create, edit and produce basic design drawings. Students will also gain basic design skills and an understanding of the software used to create and edit computerized drawings.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Create computer aided drafting projects
- Understand the systems, symbols, language and mechanics of the drafting field
- Demonstrate the ability to work productively in a team environment
- Develop the responsibility and accuracy required in the field of engineering and drafting

COMPUTER-ASSISTED DESIGN (CAD) CERTIFICATE

HEGIS Code 5303

English, Social Science, Science, Humanities, Arts And
Sciences, Unrestricted Electives, Physical Education

Not Required For This Certificate

NOTE: Although there is no specific English requirement for this certificate, students must take the English assessment. In order to graduate, they must be assessed at ENG 101 (or higher) OR receive a passing grade in the requires English Skills course(s).

Mathematics **3 Credits Required**
 ELT 115 Applied Math I
 OR select courses with MAT code
 at the highest appropriate level by
 placement and advisement.

Computer-Assisted Design (CAD)

Concentration **27 - 28 Credits Required**

Core Requirements **11 - 12 Credits Required**

CSP 101 Computer Concepts and Applications
 (or higher by advisement except CSP 105)

CAD 105 Introduction to AutoCAD

CAD 210 Architectural CAD p

Elective Requirements **16 Credits Required**

Select 16 credits from the following courses by advisement:

ART 280 Art and Design on the Macintosh Computer
 ART 283 Advanced Drawing on the Macintosh Computer p
 ART 286 Animation on the Macintosh Computer p
 ART 288 Digital Imaging/Photoshop p
 CAD 214 Landscape p
 CAD 221 3D Drafting/Intro to Solidworks p
 CAD 222 Advanced 3D Modeling/Solidworks p
 CAD 233 Advanced Animation and Rendering
 CAD 601-6 Special Topics in Computer-Assisted Design p
 CSP 115 PC Operating Systems – Windows
 ELT 116 Applied Math II p
 ELT 249 PC Maintenance
 ENR 106 Engineering Graphics

30 - 31 credits

NOTE: Students must consult with a faculty advisor in the
ELECTRICAL TECHNOLOGY DEPARTMENT each
 semester to plan their course of study.

COMPUTER INFORMATION SYSTEMS/ COMPUTER SUPPORT

Associate of Science
Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	kgeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: In an ever-changing technological world, the ability to use and understand computer hardware and software is crucial. The AAS degree in Computer Support Services is for students who want to work in the technology field as computer support technicians.

Occupational Objectives: The AAS degree in Computer Support Services provides students with a broad-based technology background in preparation for a career as a computer support technician, help desk administrator, network technician and more. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with an interdisciplinary education that will attract, motivate and prepare them to meet the technological challenges in today's society. Students will be provided with an in-depth study of the operating systems, applications and network elements used in today's businesses.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop an understanding of operating systems, software applications and networks
- Demonstrate the ability to configure, monitor, secure and administer network resources
- Develop strong oral and written communication skills
- Develop critical thinking, reasoning and problem solving skills

COMPUTER INFORMATION SYSTEMS AS

HEGIS Code 5103

English		6 Credits Required	Computer information Systems	
ENG 101	English Composition I		Concentration	33 - 36 Credits Required
ENG 102	English Composition II		Core Requirements	27 - 28 Credits Required
Pluralism and Diversity		3 Credits Required	CSP 101	Computer Concepts & Applications (or higher by advisement except CSP 105)
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		CSP 125	Intro to Programming/Visual Basic.net
Social Science		6 Credits Required	CSP 127	Computer Programming I/JAVA p
Select one of the following:			CSP 128	Computer Programming II p
ECO 201	Microeconomics		CSP 211	Systems Analysis and Design p
ECO 202	Macroeconomics		CSP 234	PC Architecture and Assembly Language p
Select 3 credits from courses with the following codes: ANR, ECO (except ECO 101), GEO, HIS, POL, PSY, SOC			Choose either:	
Mathematics		7 Credits Required	CSP 138	Spreadsheet Design/MS Excel
Select two of the following: MAT 107, MAT 109, MAT 125, MAT 203, MAT 204			or	
Science		3 Credits Required	CSP 139	Database Design/ MS Access
Select course from the following: BIO, CHM, ENR, PHY, SCI (no telecourses) NOTE: Many four year colleges require a lab science.			Elective Requirements	6 - 8 Credits Required
Humanities		3 Credits Required	CSP	Select any CSP courses (except CSP 100, CSP 101, CSP 105)
Select one course from the following codes: ART, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA, MUS, PER, PHL, RLS, RUS, SPA, SPE			Physical Education	3 Credits Required
Arts and Sciences		3 Credits Required	Select three courses from: Any PED course(s) REC 205: Community CPR & First Aid REC 207: CPR for the Professional Rescuer PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Select one course from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE				<u>67 - 69 credits</u>
			NOTE: Students must consult with a faculty advisor in the computer studies DEPARTMENT each semester to plan their course of study.	

COMPUTER INFORMATION SYSTEMS/COMPUTER SUPPORT CERTIFICATE

HEGIS Code 5101

English, Social Science, Math, Science, Humanities, Arts And Sciences, Unrestricted Electives, Physical Education

Not required for this certificate

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s). A minimum of strong algebra background is recommended for this certificate.

COMPUTER CONCENTRATION ~ SELECT OPTION A OR B

A. Computer Information Systems

Core Requirements 16 Credits Required

CSP 125	Intro to Programming/Visual Basic
CSP 127	Computer Programming I/JAVA
CSP 128	Computer Programming II p
CSP 211	Systems Analysis and Design p

Elective Requirements* 11 - 12 Credits Required

Select any 3 CSP courses by advisement except:

CSP 100 or CSP 105

27-28 credits

B. Computer Support

Core Requirements 20 Credits Required

CSP 115	Principles of Operating Systems Windows
CSP 125	Intro to Programming/Visual Basic
CSP 138	Spreadsheet Design/Excel
CSP 139	Database Design/Access
ELT 249	PC Maintenance

Elective Requirements* 6 - 8 Credits Required

Select any 2 CSP or CYB courses by advisement except:

CSP 100 or CSP 105

26 - 28 credits

COMPUTER SUPPORT SERVICES

Associate in Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	kgeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: In an ever-changing technological world, the ability to use and understand computer hardware and software is crucial. The AAS degree in Computer Support Services is for students who want to work in the technology field as computer support technicians.

Occupational Objectives: The AAS degree in Computer Support Services provides students with a broad-based technology background in preparation for a career as a computer support technician, help desk administrator, network technician and more. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with an interdisciplinary education that will attract, motivate and prepare them to meet the technological challenges in today's society. Students will be provided with an in-depth study of the operating systems, applications and network elements used in today's businesses.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop an understanding of operating systems, software applications and networks
- Demonstrate the ability to configure, monitor, secure and administer network resources
- Develop strong oral and written communication skills
- Develop critical thinking, reasoning and problem solving skills

COMPUTER SUPPORT SERVICES

AAS

HEGIS Code 5104

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II

Pluralism and Diversity 3 Credits Required

PDA 110 Pluralism and Diversity in
Business and Industry
(or equivalent by advisement)

Social Science 6 Credits Required

Select courses from the following codes:
ANR, ECO (except ECO 101), GEO, HIS, POL, PSY, SOC

Mathematics 3 Credits Required

MAT 102 Intermediate Algebra* p
(or higher by advisement)

*NOTE: Policies toward granting credit for Math 102 will vary among four-year colleges.

Science 3 Credits Required

Select courses from the following:
BIO, CHM, ENR, PHY or SCI
No telecourses.

Arts and Sciences 3 Credits Required

Select one course from the following codes:
ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG,
ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA,
PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE

Unrestricted Electives 3 Credits Required

Select any credit courses except Physical Education.

Computer Support Services

Concentration 34 - 36 Credits Required

Core Requirements 27 - 28 Credits Required

CSP 101 Computer Concepts & Applications
(or higher by advisement except CSP 105)

CSP 115 Principles of PC Operating Systems/Windows

CSP 138 Spreadsheet Design/MS Excel

CSP 139 Database Design/MS Access

CSP 200 Help Desk and Support Specialist p

CSP 211 Systems Analysis and Design p

ELT 249 PC Maintenance

Elective Requirements 7 - 8 Credits Required (By Advisement)

Select two CSP courses (except CSP 100, 101, 105)
Any CYB course may be substituted for CSP course

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)

REC 205: Community CPR & First Aid

REC 207: CPR for the Professional Rescuer

PED courses earn Pass/Fail grades; REC courses earn letter grades.

64 - 66 credits

NOTE: Students must consult with a faculty advisor in the
COMPUTER STUDIES DEPARTMENT each semester to plan
their course of study.

COMPUTER WEB DEVELOPMENT

Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	kgeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: The Computer Web Development certificate is for students with or without prior college level course work who are interested in a career in web design.

Occupational Objectives: Upon completing the certificate program, students will be prepared for entry-level positions as web designers, web programmers or web server administrators.

Program Goals: The program will provide students with the technological course work needed for a career in web design. Students will be exposed to the current hardware and software used in the field of professional web development.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop an understanding of the hardware and software used in web development
- Demonstrate a variety of skills necessary to effectively plan, implement and support a web server
- Develop critical thinking, reasoning and problem solving skills
- Demonstrate the ability to develop a web page

COMPUTER WEB DEVELOPMENT CERTIFICATE

HEGIS Code 5104

English, Social Science, Mathematics, Science, Humanities,
Arts And Sciences, Unrestricted Electives, Physical Education

Not required for this certificate

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s). A minimum of strong algebra background is recommended for this certificate.

Computer Web Development Concentration

Core Requirements 24 - 25 Credits Required

CSP 101	Computer Concepts & Applications (or higher by advisement except CP 105)
CSP 125	Intro to Programming/Visual Basic.NET
CSP 139	Database Design/MS Access
CSP 149	Web Page Development
CSP 260	Web Programming I/Java Script p
CSP 261	Web Programming II/PHP, MYSQL p
CSP 262	Web Site Management p

Elective Requirements* 4 Credits Required

CSP 126	Visual Basic II p
CSP 127	Computer Programming I/JAVA
CSP 128	Computer Programming II/JAVA
CSP 239	Database/ORACLE p
CSP 271-3	Computer Studies Internship p
BUS 215	E-Commerce
ART XXX	(by advisement)
CYB 110	Unix
CYB XXX	(by advisement)

28 - 29 credits

* When choosing electives, students must consult with a faculty advisor in the **Computer Studies Department** each semester to plan their course of study.

CYBER SECURITY

Associate in Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	ygeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: In the fast growing technology world it is important for businesses to keep their information secure. The AAS degree in Cyber Security is for students who wish to pursue a career in the field of data and network security administration.

Occupational Objectives: Upon completing the program, students will be prepared for entry-level positions as computer security specialists, information security analysts, and more. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with the technological course work needed for careers in cyber security. Course work will prepare students for vendor certifications including Microsoft® Windows®, CompTIA®, and Cisco®. All courses use vendor authorized curriculum and include extensive lab work.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate basic knowledge and configuration of Cisco Routers and Switches as they pertain to a network, network security and information security
- Demonstrate a variety of skills with installing, configuring, implementing and troubleshooting servers and desktops in a standalone or networked environment
- Develop successful hands-on experience through labs and field research
- Evaluate the interdisciplinary nature of core concepts in networking and other subject areas



The Information Assurance Courseware Evaluation (IACE) Program validated that the following Rockland Community College courses meet all of the elements of the Committee on National Security Systems (CNSS) National Training Standard for: Information Systems Security (INFOSEC) Professionals, NSTISSI No. 4011:

CYB 106 Networking I/CCNA
 CYB 112 PC Application Support
 CYB 130 Intro to Network Security
 CYB 220 Intro to Wireless Networks
 ELT 249 PC Maintenance

CYBER SECURITY

AAS

HEGIS Code 5199

English		6 Credits Required	Cyber Security Concentration	38 Credits Required
ENG 101	English Composition I		Check all prerequisite requirements for all courses.	
ENG 102	English Composition II			
Pluralism and Diversity		3 Credits Required	Core Requirements	22 Credits Required
PDA 110	Pluralism and Diversity in Business and Industry or PDA 101 (or equivalent by advisement)		CYB 106	Networking I: CCNA 1 & 2
			CYB 112	PC Application Support
			CYB 116	Windows Desktop OS Support
			CYB 215	Windows Server Administration p
			ELT 249	PC Maintenance
Social Science		3 Credits Required	Elective Requirements (By Advisement)	16 Credits Required
Select courses from the following codes: ANR, ECO, GEO, HIS, POL, PSY, SOC			Consult the department faculty for current computer networking electives.	
Mathematics		6 Credits Required	CYB 107	Networking II: CCNA 3 & 4
MAT 101	Elementary Algebra (or higher level math by advisement)		CYB 110	UNIX (Linux)
MAT 102	Intermediate Algebra* p (or higher level math by advisement)		CYB 130	Intro to Network Security
			CYB 220	Intro to Wireless LANS
			CYB/CSP	Other CYB or CSP course by advisement
<i>*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.</i>			Physical Education	3 Credits Required
Science		3 Credits Required	Select three courses from: Any PED course(s)	
Select courses from the following: BIO, CHM, ENR, PHY, SCI			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Arts and Sciences		3 Credits Required		<u>65 credits</u>
Select one course from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE			NOTE: Students must consult with a faculty advisor in the CYBER SECURITY DEPARTMENT each semester to plan their course of study.	

CRIMINAL JUSTICE - POLICE

Associate of Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	William Engelbracht	wengelbr@sunyrockland.edu
Department Support Staff:	Dreizel Kaploun	dkaploun@sunyrockland.edu
Department Office:	Academic I, Room 1226	Phone: 845-574-4298

Purpose: Today, prominent law enforcement educators recognize the extensive demographic changes, which have occurred in society. These changes present an opportunity to those in public service to support our communities in so many innovative ways. The AS in Criminal Justice Police degree will help provide an educated police force, which will be better able to meet the multiple roles public servants play in an ever-changing world.

The AS degree in Criminal Justice-Police provides instruction in the areas of law enforcement, security and rehabilitative services. Topics include the functions of police, courts and correctional programs; protection management and crime prevention. A focus on law enforcement can prepare students for employment in federal, state or local law enforcement agencies.

Occupational Objectives: The expanding police role and field of rehabilitative services offers many expanded employment opportunities. Positions include correction officer, caseworker, counselor, youth specialist, social services investigator, probation, parole, or intake officer. Security is one of the fastest growing industries today. Career opportunities exist as airline security specialists, alarm technicians, campus or hospital security officers, insurance investigators, loss prevention directors, private investigators; and retail, cargo or transportation investigators

Students who wish to further their education may transfer to a four-year institution to complete a baccalaureate degree in criminal justice or other related area.

Program Goals: The goal of the program is to provide students with an accessible, responsive learning environment that facilitates the achievement of educational, professional, and personal goals by offering quality higher education and training in an atmosphere that embraces academic excellence, diversity and innovation.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate an understanding of the different people and cultures as they relate to justice systems
- Recognize the importance of ethics and ethical behavior in the achievement of justice
- Recognize the relationship between society and justice
- Develop effective communication skills both oral and written

CRIMINAL JUSTICE - POLICE AS

HEGIS Code 5505

English	6 Credits Required	Elective Requirements	15 Credits Required
ENG 101 English Composition I		Select 15 credits from the following courses:	
ENG 102 English Composition II		CRJ 111 Police Organization and Management	
		CRJ 120 Introduction to Corrections	
Pluralism and Diversity	3 Credits Required	CRJ 130 Introduction to Security	
PDA 101 Pluralism and Diversity in America		CRJ 201 Criminal Law	
(or equivalent including CRJ/PDA 226)		CRJ 203 Criminal Investigation	
		CRJ 205 Law of Criminal Procedure	
Social Science	12 Credits Required		
PSY 103 General Psychology		CRJ 206 Justice, Crime and Ethics	
SOC 201 Principles of Sociology		CRJ 208 Special Topics in Criminal Justice	
Select additional courses from the following:		CRJ 209 Terrorism and Homeland Security	
ANR, ECO, GEO, HIS, POL, PSY, SOC		CRJ 210 International Criminal Justice Systems	
Mathematics	3 Credits Required	CRJ 217 Principles of Probation and Parole	
Select MAT 101 or higher at the highest appropriate		CRJ 220* Criminal Justice Field Experience** p	
level by placement and advisement.*		CRJ 222 Organized Crime in America	
*NOTE: Students should be aware that many four-year colleges			
do not accept Math 101 for transfer credit. Policies toward granting		CRJ 225 Women and the Criminal Justice System	
credit for Math 102 will vary among four-year colleges.		CRJ/PDA 226 Multicultural Law Enforcement	
		CRJ 227 Police and Community	
Science	3 Credits Required	CRJ 228 Public Policy, Crime and Criminal Justice	
Select one course at the appropriate		CRJ 255 Comparative Criminal Justice Seminar	
level from the following codes: BIO,		CRJ 256 Issues in Comparative Public Safety	
CHM, ENR, PHY, SCI		CRJ 257 Professional Studies in Criminal Justice	
		CRJ 273* Security Practicum I	
Humanities	3 Credits Required	CRJ 601-606 Special Topics in Criminal Justice	
SPE 101 Fundamentals of Speech		(by advisement of Department Chair)	
		* Students must be hired by the College Security	
Information Technology	3 Credits Required	Department prior to registration for this course.	
CSP/OFT Select one CSP, OFT course by advisement		** Prerequisite CRJ 101, 103, 202 or	
		by advisement.	
Unrestricted Electives	3 Credits Required		
Select any credit courses except Physical Education.		Physical Education	3 Credits Required
		Select three courses from: Any PED course(s)	
Criminal Justice Concentration	24 Credits Required	REC 205: Community CPR & First Aid	
Core Requirements	9 Credits Required	REC 207: CPR for the Professional Rescuer	
CRJ 101 Introduction to Criminal Justice		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
CRJ 103 Juvenile Justice System			
CRJ 202 History of Policing			63 credits

NOTE: Students must consult with a faculty advisor in the criminal justice DEPARTMENT each semester to plan their course of study.

CULINARY ARTS CERTIFICATE

Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Susan Solomon	ssolomon@sunyrockland.edu
Department Support Staff:	Dreizel Kaploun	dkaploun@sunyrockland.edu
Department Office:	Academic I, Room 1220	Phone: 845-574-4298

Purpose: The Culinary Arts certificate is for students with or without prior college level course work who are interested in careers in the culinary field.

Occupational Objectives: Upon completing the certificate program, students will be prepared for entry-level positions in restaurants, catering companies and fast food or institutional food service settings. For those currently employed in the industry the certificate can be used to update skills and seek advancement.

Program Goals: The program will provide students with necessary skills needed for employment in the hospitality industry. Students will become familiar with new equipment and trends as well as advanced operational theory.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate the ability to perform the hands-on skills required in the culinary industry
- Develop and demonstrate the ability to plan and implement numerous culinary functions
- Develop research skills used in the culinary arts industry
- Develop an understanding of the equipment used in the field of culinary arts
- Develop reasoning and problem solving skills

CULINARY ARTS CERTIFICATE

HEGIS Code 5404

English, Mathematics, Social Science, Science, Humanities,
Arts And Sciences,
Unrestricted Electives, Physical Education Not required for
this certificate

*NOTE: Although there is no specific English or mathematics
requirement for this certificate, students must take the English and
mathematics assessments. In order to graduate, they must be assessed
at ENG 101 and MAT 101 (or higher) OR receive a passing grade in
the required English Skills and/or Math Skills course(s).*

Culinary Arts Concentration

30 Credits Required

HOS 102	Restaurant Management
HOS 104	Quantity Food Preparation I
HOS 105	Purchasing and Marketing p
HOS 108	Introduction to Baking
HOS 205	Sanitation Management
HOS 206	Beverage Management
HOS 207	Quantity Food Preparation II p
HOS 211	Professional Baking
HOS 213	Menu Planning & Facilities Layout and Design p
HOS 214	Buffet Catering: Garde Manger p

30 credits

NOTE: Students must consult with a faculty advisor in the HOSPITALITY &
TOURISM DEPARTMENT each semester to plan their course of study.

ECONOMICS

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: Economics provides students with an understanding and analysis of the production, distribution and consumption of goods and services within and between social and national groups.

Students interested in a degree in economics can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree or a Business degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in economics can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in the field of financial services (investing, banking and insurance), research, consulting, academia, government, international finance and other related areas.

Discipline Goals: The economics discipline will provide students with the ability to understand, define and analyze economic systems locally, regionally and globally. Coursework will focus on the role of supply and demand in a market economy and the benefits and cost of globalization.

Student Learning Outcomes: Upon successful completion of this courses in economics, students will will be able to:

- Differentiate between macro and microeconomics
- Ability to compare and contrast economic systems
- Identify the criteria used to assess the status of the economy
- Discuss the role of the government and the Federal Reserve
- Identify leading economists and explain the impact of their theories

ELECTRONIC AND COMPUTER TECHNOLOGY

Associate in Applied Science Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Jeanette Geller	ygeller@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: The growing fields of electronics and computer technology include medical electronics, computers, digital instrumentation and electronic communications. The AAS degree in the Electronic and Computer Technology program will prepare students for a career in the electronics field.

The certificate is for students with or without prior college level course and are interested in a career in the electronics field or improve their skills for advancement in their current career.

Occupational Objectives: The Electronic and Computer Technology program provides students with a broad-based technology background that will prepare them for an entry-level position in one of the various electronic fields. However, if a student decides to pursue additional education at the baccalaureate level, more general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with the electronic and technical knowledge and skills necessary to meet the challenges of the electronic and computer industries. Students will become familiar with AC and DC theory, semiconductors, and digital and linear integrated circuits.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate familiarity with the measurement of current, voltage, resistance and use of basic DC theory
- Develop a variety of skills as they relate to semiconductor theory and diode operation
- Develop a variety of skills related to learning core concepts including critical thinking, reasoning skills and problem solving
- Develop successful laboratory and research skills

ELECTRONIC AND COMPUTER TECHNOLOGY

AAS

HEGIS Code 5310

English		6 Credits Required	Electronic and computer Technology Concentration	36 Credits Required
ENG 101	English Composition I		Core Requirements	24 Credits Required
ENG 102	English Composition II		ELT 101	DC Fundamentals
Pluralism and Diversity		3 Credits Required	ELT 102	Introduction to Semiconductors
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		ELT 103	Network Analysis p
Social Science		6 Credits Required	ELT 104	AC Theory p
Select courses from the following codes: ANR, ECO, GEO, HIS, POL, PSY, SOC			ELT 248	Digital Circuits p
			ELT 249	PC Maintenance
Mathematics		6 Credits Required	Elective Requirements	12 Credits Required
ELT 115	Applied Math I		Select 12 credits from the following courses:	
ELT 116	Applied Math II p		CAD 105	AutoCAD
or			CYB 106	Networking I: CCNA 1 & 2
Select MAT 101 or higher at the highest appropriate level by placement and advisement.*			CYB or CSP	Courses by advisement
*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.			COM 104	Audio Production I
Science		3 Credits Required	ELT 206	Electronic Instrumentation p
Select one course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI			ELT 245	Linear Integrated Circuits p
			ELT 601-6	Special Topics in Electrical Technology
Arts and Sciences		3 Credits Required	Physical Education	3 Credits Required
Select courses from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE			Select three courses from: Any PED course(s)	
			REC 205: Community CPR & First Aid	
			REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	
			66 credits	
			NOTE: Students must consult with a faculty adviser in the ELECTRICAL TECHNOLOGY DEPARTMENT each semester to plan their course of study. Students who transfer from other institutions are required to take a minimum of three advanced Electrical Technology courses at Rockland. Please consult with a faculty member about receiving transfer credit.	

ELECTRONIC AND COMPUTER TECHNOLOGY CERTIFICATE

HEGIS Code 5310

English, Social Science, Science, Humanities, Arts and Sciences, Unrestricted Electives, Physical Education

Not Required For This Certificate

NOTE: *Although there is no specific English requirement for this certificate, students must take the English assessment. In order to graduate, they must be assessed at ENG 101 (or higher) OR receive a passing grade in the required English Skills course(s).*

Mathematics **3 Credits Required**
 ELT 115 Applied Math I
 or select MAT 101 or higher at the
 highest appropriate level by placement and
 advisement.

Electronic and Computer Technology
Concentration **27 - 28 Credits Required**
Core Requirements **12 Credits**

ELT 101 DC Fundamentals
 ELT 102 Introduction to Semiconductors
 ELT 248 Digital Circuits p

Elective Requirements **15 - 16 Credits Required**

Select 15 credits from the following courses by advisement:

CYB 106 Networking I
 CYB 112 PC Application Support
 CYB 215 Windows Server Admin p
 COM 104 Audio Production I
 COM 105 Audio Production II p
 COM 211 Television Production I, Basic
 CSP 101 Computer Concepts and Applications
 (or higher by advisement except CP 105)
 CSP 115 PC Operating Systems
 ELT 104 AC Theory p
 ELT 116 Applied Math II p
 ELT 206 Electronic Instrumentation p
 ELT 245 Linear Integrated Circuits p
 ELT 249 PC Maintenance
 ELT 601-6 Special Topics in Electrical Technology

30 - 31 credits

NOTE: *Students must consult with a faculty advisor in the ELECTRICAL TECHNOLOGY DEPARTMENT each semester to plan their course of study.*

EMERGENCY MANAGEMENT

Associate of Applied Science

Division:	Math, Natural and Health Science	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Support Staff:	Susan Kapral	skapral@sunyrockland.edu
Discipline Office:	Academic I, Room 1101	Phone: 845-574-4203

Purpose: The AAS in Emergency Management is a joint degree program with Ulster, Orange, and Sullivan County Community Colleges and will prepare students to react and be effective before, during and after any local, state or national emergency. This program meets the New York State and Federal Emergency Management Agency (FEMA) education and training requirements.

Occupational Objectives: The AAS degree in Emergency Management will prepare students for positions in public or private sector agencies and organizations that deal with the effects of disasters. Students who complete the program can obtain entry-level positions in government, health care agencies, transportation and more. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The degree provides students with a rigorous and dynamic interdisciplinary education that will attract, motivate and prepare students for the challenges facing the field of emergency management. In addition, students will develop the knowledge, experience, and critical decision-making and communication skills needed to respond appropriately to emergency and disaster situations.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the emergency management content areas and the emergency management operating guidelines
- Develop the necessary skills required to function within the New York State and National Incident Management System
- Understand the cost and benefits actions and evaluate possible alternatives
- Demonstrate critical thinking, communication and management skills

EMERGENCY MANAGEMENT

AAS

HEGIS Code 5508

English	6 Credits Required	Emergency Management Concentration	30 Credits Required
ENG 101	English Composition I	Core Requirements	30 Credits Required
ENG 102	English Composition II p	EMG 150	Principles of Emergency Management
Pluralism and Diversity	3 Credits Required	EMG 152	Public Safety Critical Incident Management
PDA 101	Pluralism and Diversity in America (or equivalent by advisement)	EMG 160	Developing Volunteer Resources
Social Science	6 Credits Required	EMG 162	Resources and Donations Management
POL 101	Principles of American Government: National	EMG 170	Public Information Officer Basic Course
SOC 201	Principles of Sociology	EMG 178	Emergency Response Planning p
Mathematics	3-4 Credits Required	EMG 180	Emergency Response Leadership
MAT 102	Intermediate Algebra p (or higher by advisement) <i>Policies toward granting credit for Math 102 will vary among four-year colleges.</i>	EMG 182	Basic Incident Command System
Science	3-4 Credits Required	EMG 184	Emergency Response to Terrorism
One general education elective selected from the following codes: BIO, CHM, PHY, SCI		EMG 252	Disaster Response and Recovery Operations p
Humanities	3 Credits Required	EMG 256	Intermediate Incident Command Systems p
SPE 101	Fundamentals of Speech	EMG 262	Intermediate Incident Command Systems p
Information Technology	3 Credits Required	EMG 270	Multi-Hazard Emergency Response Planning for Schools p
CSP 101	Computer Concepts/Applications	EMG 278	Emergency Operations Center (EOC) Management
Unrestricted Electives	6-7 Credits Required	EMG 280	Emergency Exercise Program Management
Select two general education electives from the following categories: (<i>must choose two categories</i>)		EMG 282	Advanced Incident Command System p
American History		EMG 284	Terrorism Response Planning
Other World Civilizations			
The Arts			
Foreign Language			
		Physical Education	3 Credits Required
		Select three courses from: Any PED course(s)	
		REC 205: Community CPR & First Aid	
		REC 207: CPR for the Professional Rescuer	
		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
			<u>66-69 credits</u>

EMERGENCY MEDICAL SERVICES

Associate of Applied Science

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Peter Andryuk	pandryuk@sunyrockland.edu
Department Support Staff:	Susan Kapral	skapral@sunyrockland.edu
Department Office:	Academic I, Room 1205	Phone: 845-574-4584

Purpose: The Emergency Medical Services/Paramedic (EMS) program prepares the student to treat out-of-hospital patients presenting with life-threatening illness or injuries to decrease morbidity and mortality. Successful completion of the EMS/Paramedic program enables the student to participate in the NYS Department of Health EMS Bureau and the National Registry of Emergency Medical Technician-Paramedic practical and written certification examinations. Various requirements must be met before a candidate for the paramedic program enrolls:

- Minimum age of 18 years
- Permission of the EMS Education Chair
- Successful Math, EMT, and Practical Skill screening
- Interview
- Placement in English 101 and Math 101 after Assessment
- A police record free of convictions or current charges (e.g. murder, manslaughter, assault, sexual abuse, theft, robbery, drug abuse, or sale of drugs, etc.)
- Maintain a minimum of a B average in each PAR paramedic course (e.g. PAR 200, 201, 202, 203, 204, 205, 206, 207)
- Maintain immunizations and physical exam records with the Records Office

For immunization requirements and other important college policies, students should refer to the College Policies section of this catalog.

Occupational Objectives: Graduates of the EMS AAS degree program are qualified to serve in a variety of job related settings: paramedic, educator, supervisor, Emergency Management, planner, consultant, manager, and director. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with the specialized course work needed for careers in emergency medical services. Upon completion of the classroom, clinical and fieldwork requirements, students will be prepared to take the practical and written certification exams.

Student Learning Outcomes: Upon successful completion of this program, students will will be able to:

- Analyze basic concepts of Anatomy and Physiology and apply it through clinical assessment and treatment of patients in their care
- Analyze basic concepts of Pathophysiology and apply it through clinical assessment and treatment of patients in their care
- Develop hands on experience in the EMS SimMan Labs in patient assessment and management of Medical and Trauma cases
- Demonstrate both Basic Life Support (BLS) skills and Advanced Life Support (ALS) skills necessary to treat and manage any type of medical or trauma emergency
- Develop a variety of skills related to learning core concepts including critical thinking and reasoning skills as well as problem solving
- Develop successful laboratory and field research skills
- Integrate elements of the biological, and physical sciences in the solutions of patient care problems
- Evaluate the interdisciplinary nature of core concepts in Emergency Medicine, Emergency Management, Disaster Management and other subject areas

EMERGENCY MEDICAL SERVICES**AAS****HEGIS Code 5299****English 6 Credits Required**

ENG 101 English Composition I
 ENG 102 English Composition II p

Pluralism and Diversity 3 Credits Required

PDA 130 Pluralism and Diversity in Healthcare
 (or equivalent by advisement)

Mathematics 3 Credits Required

Select MAT 101 or higher at the highest appropriate level by placement and advisement.*
 *NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit.
 Policies toward granting credit for Math 102 will vary among four-year colleges.

Science 8 Credits Required

BIO 110 Anatomy and Physiology I
 BIO 111 Anatomy and Physiology II p

EMT/Paramedic 49 Credits Required

EMT 101 Emergency Medical Technology I
 EMT 102 Emergency Medical Technology II p
 HLT 210 Advanced Cardiac Life Support
 HLT 211 Pediatric Advanced Life Support
 PAR 200 Paramedic Pharmacology*
 PAR 201 Paramedic I: Intro to Paramedic* p
 PAR 202 Paramedic II: Respiratory Emergencies* p
 PAR 203 Paramedic III: Pediatric Emergencies* p
 PAR 204 Paramedic IV: Medical Emergencies* p
 PAR 205 Paramedic V: Trauma* p
 PAR 206 Paramedic VI: Special Considerations* p
 PAR 207 Paramedic VII: Assessment Based Management* p

*Prior approval of Program Coordinator is required.

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

72 credits

NOTE: All Science credit, including transfer credit, must have been earned within the last ten years to be counted toward this degree. All EMT and PAR courses require additional clinical hours on site or on the ambulance.

NOTE: Students must consult with a faculty advisor in the **EMERGENCY MEDICAL TECHNOLOGY DEPARTMENT**

each semester to plan their course of study.

ENGLISH

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Neal Kreitzer	nkreitze@sunyrockland.edu
Department Support Staff:	Andrea Narciso	anarciso@sunyrockland.edu
Department Office:	Academic II, Room 2150	Phone: 845-574-4326

Purpose: Instruction in English focuses on clear communication in all types of writing, an activity sustained through insightful reading of both nonfiction and imaginative literature. College level reading and writing is an essential element for critical and creative thinking. The College offers a six-credit sequence in composition to develop the students reading, writing and thinking skills.

Students interested in a degree in English can begin their educational goals by pursuing a Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in English can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in education, journalism, law, publishing and other related areas.

Discipline Goals: The English discipline will provide students with the ability to think critically and communicate effectively. Students will learn to analyze poems, stories, novels, essays and other literary works.

Student Learning Outcomes: Upon successful completion of courses in English, students will be able to:

- Demonstrate critical thinking skills
- Demonstrate an understanding of diverse points of view and independent thinking
- Demonstrate competencies in reading – comprehension of text content, nuance, and style
- Demonstrate competencies in writing – clarity, correctness, organization, voice and style, and using Standard American English
- Develop research skills
- Develop the ability to appreciate the commonality of the human experience regardless of the differences in culture and customs

ENGLISH AS A SECOND LANGUAGE

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Support Staff:	Lillian Piskun	lpiskun@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4346

Purpose: English as a Second Language (ESL) instruction is for those students who want to pursue an American college degree or for those who wish to learn English for personal or professional reasons. Courses in ESL encompass a comprehensive study of the four language skills (listening, speaking, reading and writing) and of the many elements involved in second language acquisition.

Discipline Goals: The goal of the ESL instruction is to offer an effective course of study to prepare students for English Composition I as they gain an awareness of the American culture. In addition, students will gain the necessary language skills for the purpose of completing a degree at SUNY Rockland Community College or transferring to a four-year institution.

Student Learning Outcomes: Upon successful completion of courses in English as a Second Language, students will be able to:

- Apply acquired language skills necessary for success in mainstream college courses
- Demonstrate effective communication in speech and writing
- Solve problems through critical thinking
- Demonstrate cultural awareness

ENGLISH SKILLS

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Sheila Goldstein	sgoldste@sunyrockland.edu
Department Support Staff:	Lillian Piskun	lpiskun@sunyrockland.edu
Department Office:	Academic II, Room 2231A	Phone: 845-574-4346

Purpose: English Skills instruction is for those students who are underprepared for some college course work. The program offers courses in reading and writing to help students achieve their educational goals.

Discipline Goals: The English Skills discipline will provide students with the English language skills necessary to function in our diverse and changing world. Upon completion of the English Skills program students will be prepared for success college level course work as well as the workplace.

Student Learning Outcomes: Upon successful completion of courses in English Skills, students will will be able to:

- Demonstrate readiness for college level course work
- Demonstrate English language skills to function successfully in a diverse and changing world
- Apply critical thinking skills to solve problems in any discipline using the process of rational decision-making
- Exhibit personal growth, self-awareness and a sense of responsibility

ENTREPRENEURSHIP

Associate of Applied Science
Associate of Applied Science
Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: Entrepreneurs and small businesses are the driving forces behind our nation's economy. The degrees in Entrepreneurship are designed for students who want to start their own businesses and/or plan to pursue a baccalaureate degree at a four-year institution.

The certificate is for students currently employed and have some business background and who wish to upgrade their skill set.

Occupational Objectives: The degrees in Entrepreneurship provide students with foundation courses in business coupled with liberal arts, in preparation for transfer to a four-year degree program in entrepreneurship or business administration, becoming small business owners, or upgrading their skill set. Students who complete this degree program and programs to which they may transfer may pursue entrepreneurial ventures on their own or as part of a team.

Program Goals: A degree in Entrepreneurship provides students with a solid broad-based foundation in business, accounting, marketing and other related areas. The program will instill an appreciation and awareness of the racial, ethnic and gender issues in today's business world, enhance the student's personal and professional development, and encourage active informed citizenship and leadership.

Student Learning Outcomes: Upon successful completion of this program, students will will be able to:

- Apply entrepreneurial and financial principles to the development of a business plan
- Demonstrate basic marketing, managerial, and financial functions associated with owning and operating a business
- Demonstrate proficiency using business software such as word processing spreadsheet, and database for analyzing and solving business problems
- Demonstrate problem solving, critical-thinking, and decision making abilities
- Demonstrate effective interpersonal skills in a business environment to complete individual and team projects
- Develop the research and organization skills used in business

BUSINESS - ENTREPRENEURSHIP

AS

HEGIS Code 5004

English	6 Credits Required	Business Administration	
Courses Completed		Concentration	33 - 35 Credits Required
ENG 101 English Composition I		Core Requirements	30 - 31 Credits Required
ENG 102 English Composition II		ACC 101 Accounting 1	
Pluralism and Diversity	3 Credits Required	ACC 102 Accounting II p	
PDA 110 Pluralism and Diversity in Business and Industry (or equivalent by advisement)		BUS 203 Business Law 1	
Social Science	6 Credits Required	BUS 215 E-Commerce	
ECO 201 Microeconomics		BUS/PHL 260 Ethics in Business	
ECO 202 Macroeconomics		FIN 201 Entrepreneurial Finance	
Mathematics	7 - 8 Credits Required	MGT/OFT 111 Spreadsheet and Database Management (or select one of the following by advisement: MGT 219, CSP 101, or ACC 210)	
MAT 107 (or higher by advisement)		MGT 207 Fundamentals of Entrepreneurship	
MAT 125 Statistics		MKT 201 Marketing	
Science	3 - 4 Credits Required		
Select one course at the appropriate level from the following codes: BIO,CHM,ENR,PHY,SCI		Elective Requirements	3 - 4 Credits Required
Arts and Sciences	3 Credits Required	(Choose one)	
Select courses from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE (transfers to SUNY schools should seek special advisement)		BUS 204 Business Law II p	
		BUS 273 Practicum	
		CSP 149 Web Page Development p (BUS 273 recommended.)	
		Physical Education	3 Credits Required
		Select three courses from: Any PED course(s)	
		REC 205: Community CPR & First Aid	
		REC 207: CPR for the Professional Rescuer	
		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
			<u>64 - 68 Credits</u>

*NOTE: MATH 101 may not be used to satisfy the ARTS and SCIENCES requirement.

NOTE: students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.

BUSINESS - ENTREPRENEURSHIP**AAS****HEGIS Code 5004****ENGLISH 6 Credits Required**

ENG 101 English Composition I
 ENG 102 English Composition II

Pluralism and Diversity 3 Credits Required

PDA 110 Pluralism and Diversity in
 Business and Industry
 (or equivalent by advisement)

Social Science 6 Credits Required

ECO 201 Microeconomics
 ECO 202 Macroeconomics

Mathematics 7 Credits Required

MAT 101 (or higher by advisement)*
 MAT 125 Statistics p

*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.

Science 3 Credits Required

Select one course at the appropriate level from the following codes: BIO,CHM,ENR,PHY,SCI

Arts and Sciences 3 Credits Required

Select courses from the following codes:
 ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE
 (transfers to SUNY schools should seek special advisement)

Business Administration**Concentration 36 - 37 credits Required****Core Requirements**

ACC 101 Accounting I
 ACC 102 Accounting II p
 BUS 203 Business Law I
 BUS 215 E-Commerce
 BUS/PHL 260 Ethics in Business
 CSP 149 Web Page Development p
 FIN 201 Entrepreneurial Finance
 MGT/OFT 111 Spreadsheet and Database Management

(or select one of the following by advisement:
 MGT 219, CSP 101, or ACC 210)

MGT 150 Principles of Management
 MGT 207 Fundamentals of Entrepreneurship
 MKT 201 Marketing

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

67 - 68 credits

NOTE: Students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.

Although there is no specific mathematics requirement for this degree, students must take the mathematics assessment. In order to graduate, they must be assessed at MAT 101 (or higher) or receive a passing grade in the required pre-MAT 101 course(s).

BUSINESS - ENTREPRENEURSHIP CERTIFICATE

HEGIS Code 5004

English, Social Science, Science, Mathematics, Humanities,
Arts And Sciences, Unrestricted Electives, Physical Education
Not Required For This Degree

Although there is no specific English or mathematics
requirement for this certificate, students must take the English
and mathematics assessments. In order to graduate, they must
be assessed at ENG 101 (or higher) and MAT 101 (or higher) or
receive a passing grade in the required English Skills or pre-MAT
101 course(s).

Business Entrepreneurship

Concentration 29 - 30 credits Required

ACC 101	Accounting 1
BUS 203	Business Law 1
BUS 215	E-Commerce
BUS/PHL 260	Ethics in Business
CSP 149	Web Page Development
FIN 201	Entrepreneurial Finance
MGT/OFT 111	Spreadsheet and Database Management (or select one of the following by advisement: MGT 219, CSP 101, or ACC 210)
MGT 207	Fundamentals of Entrepreneurship
MKT 201	Marketing

NOTE: students must consult with a faculty advisor in the
BUSINESS DISCIPLINE each semester to plan their course of study.

29 - 30 credits

ENVIRONMENTAL SCIENCE

Associate of Science

Division:	Math, Natural and Health Science	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Nahed Salama	nsalama@sunyrockland.edu
Department Support Staff:	Susan Kapral	skapral@sunyrockland.edu
Discipline Office:	Academic I, Room 1101	Phone: 845-574-4203

Purpose: Though the world has made strides in protecting the environment, it still faces an array of complex and challenging problems. The AS degree in Environmental Science is for students who want to work in the field of environmental science or other related areas.

Occupational Objectives: The AS degree in Environmental Science allows students to build a broad-based science and mathematics background in preparation for transfer to a four-year degree program in environmental science, environmental studies, biology or ecology. Students who complete this degree program and programs to which they may transfer may find positions in field or laboratory research, environmental assessment, environmental education, science education, sustainability studies, environmental policy and law, natural resources management, land use planning, wildlife management, environmental consulting, and community outreach.

Program Goals: The degree will provide students with an effective, rigorous, and dynamic science-based program that will attract, motivate, and prepare students to meet environmentally related challenges locally, regionally, and globally. In addition, it will provide an interdisciplinary education to enhance professional and personal development, encourage active citizenship in students and instill an appreciation and working knowledge of the complexity and diversity of social values and viewpoints in regard to environmental challenges.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Practice fundamental concepts that characterize Environmental Science
- Demonstrate a variety of skills to share knowledge effectively including oral and written communication, planning, and implementation skills
- Develop a variety of skills related to learning core concepts including critical thinking and reasoning skills as well as problem solving
- Develop successful laboratory and field research skills
- Integrate elements of the biological, physical and social sciences in the solutions of environmental problems
- Evaluate the interdisciplinary nature of core concepts in the sciences and other subject areas

ENVIRONMENTAL SCIENCE

AS

HEGIS Code 5499

English		6 Credits Required	Core Requirements	30 Credits Required
ENG 101	English Composition I		BIO 105	General Biology I
ENG 102	English Composition II		BIO 106	General Biology II p
			BIO 122	Fundamentals of Ecology and Field Biology p
Pluralism and Diversity		3 Credits Required	BIO 212	Environmental Science
PDA 101	Pluralism and Diversity in America (or equivalent by advisement)		BIO 220	Marine Biology p
			or	
Social Science		3 Credits Required	SCI 104	Environmental Pollution
HIS 101	Western Civilization I		CHM 101	Inorganic Chemistry I
or			CHM 102	Inorganic Chemistry II p
HIS 102	Western Civilization II		CSP 101	Computer Concepts/Applications
			or	
Mathematics		8 Credits Required	CSP/SOC 105	Computers in Society
MAT 125	Statistics p			
MAT 203	Calculus I p		Elective Requirements	8 Credits Required
			Select Eight Credits from either	
Humanities		9 Credits Required	CHM 201	Organic Chemistry I p
ENG 201	World Literature I p		CHM 202	Organic Chemistry II p
or			or	
ENG 202	World Literature II p		PHY 101	General Physics I p
SPE 101	Fundamentals of Speech		PHY 102	General Physics II p
Select one additional general elective			Physical Education	3 Credits Required
Selected from the following codes:			Select three courses from: Any PED course(s)	
ART, COM, ENG, MUS, PER, PHL, SPE			REC 205: Community CPR & First Aid	
Environmental Science Concentration		38 Credits Required	REC 207: CPR for the Professional Rescuer	
			PED courses earn Pass/Fail grades; REC courses earn letter grades.	

70 credits

FIRE TECHNOLOGY

Associate of Science

Associate of Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	William Engelbracht	wengelbr@sunyrockland.edu
Department Support Staff:	Dreizel Kaploun	dkaploun@sunyrockland.edu
Department Office:	Academic I, Room 1224	Phone: 845-574-4298

Purpose: SUNY Rockland's Fire Technology programs are designed to meet the increasing needs of Rockland County and its neighboring communities for students preparing for careers as a firefighters, fire and emergency service practitioners; or engineer specialists, who identifies fire hazards in homes and workplaces.

The AAS degree in Fire Protection Technology is designed for those students seeking immediate employment in the field of fire protection. The AS degree in Fire Science Technology is designed for those students who want to continue their education at the baccalaureate level and want to pursue a career in fire or emergency management.

Occupational Objectives: Studies in fire technology guide the student through a series of college level courses that are designed to prepare the student for a career in the highly demanding field of fire and emergency services. The student will be able to explore additional career opportunities such as fire heavy equipment operator, fire prevention specialist, fire hazard program specialist, fire training specialist, public safety and education, dispatcher and telecommunications and other related areas.

Program Goals: The degree is designed to provide students with an effective, rigorous, and dynamic fire technology-based program that will attract, motivate, and prepare students to support the community by providing fire and emergency services when required. In addition, it will prepare students for the increasing responsibility of firefighters to provide emergency medical treatment, assist in recovery from natural disasters and manage cleanup of hazardous materials.

The program will meet or exceed the guidelines established by the New York Emergency Management System and the National Interagency Integrated Management System (NIIMS) under the Department of Homeland Security.

Student Learning Outcomes: Upon successful completion of this program, students will will be able to:

- Demonstrate effective knowledge of Fire Technology content areas, including fire safety, critical incident command, emergency planning, fire scene operations, fire exercise planning, fire and emergency operation center organization and management, leadership, resource planning and utilization of national fire science operation guidelines
- Apply the knowledge base of necessary skills to be able to function within the fire profession at all levels
- Demonstrate critical thinking, communication and management skills by analyzing situations, determining proper action, understanding the cost and benefit of actions, evaluating possible alternatives and unforeseen circumstances and then taking appropriate action as an incident manager

FIRE SCIENCE TECHNOLOGY

AS

HEGIS Code: 5507

English/Basic Communication	9 Credits Required	Fire Science	
ENG 101 English Composition I		Concentration Requirements:	30 Credits Required
ENG 102 English Composition II p		Core Requirements	15 Credits Required
SPE 101 Fundamentals of Speech		FIR 101 Intro to Fire Science Technology	
		FIR 102 Intro to Fire Administration	
Pluralism and Diversity	3 Credits Required	FIR 103 Principles of Building Construction	
PDA 101 Pluralism & Diversity in America (or equivalent by advisement)		FIR 202 Strategic & Tactical Consideration on the Fire Ground p	
		FIR 207 Legal Aspects of Fire & Emergency Services p	
Social Science	9 Credits Required	Concentration Elective Requirements	15 Credits Required
PSY 103 General Psychology		FIR 111 Fire Hazard Properties of Materials p	
SOC 101 Intro to Sociology		FIR 201 Fire Service Hydraulic Theory and Application p	
HIS 201 American History I		FIR 203 Fire Protection & Detection Systems	
or		FIR 204 Fire Safety and Building Codes p	
HIS 202 American History II		FIR 211 Investigation and Detection of Fire Incidents p	
Mathematics	3-4 Credits Required	FIR 273 Fire and Emergency Service Field Experience/Internship p	
MAT 102 Intermediate Algebra		MGT 150 Principles of Management	
or		Physical Education	3 Credits Required
MAT 109 Pre-Calculus p		Select three courses from: Any PED course(s)	
Science	4 Credits Required	REC 205: Community CPR & First Aid	
CHM 101 Inorganic Chemistry I		REC 207: CPR for the Professional Rescuer	
		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Humanities	3 Credits Required		<u>67-68 credits</u>
Choose one Humanities Gen Ed Elective from the following codes: ART, COM, ENG, MUS, PER, PHL, RLS, SPE			
Arts and Science	3 Credits Required		
Choose one Arts Gen Ed Elective From the following codes: ART, CAD, ENG, MUS, PER, SPE			

Note: Students must consult with a faculty advisor in the FIRE SCIENCE TECHNOLOGY Department each semester to plan their course of study.

FIRE TECHNOLOGY

AAS

HEGIS Code 5507

English **6 Credits Required**
 ENG 101 English Composition I
 ENG 102 English Composition II p

Pluralism and Diversity **3 Credits Required**
 PDA 101 Pluralism and Diversity in America
 (or equivalent by advisement)

Social Science **9 Credits Required**
 POL 101 Principles of American Government:
 National
 PSY 103 General Psychology
 SOC 201 Principles of Sociology

Mathematics **3 Credits Required**
 MAT 101 Elementary Algebra
 (or higher by advisement)

NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.

Science **3 - 4 Credits Required**
 Select from the following codes:
 (BIO,CHM,ENR,PHY,SCI) CHM 101 is recommended

(Upon faculty advisement, students with a background in chemistry may substitute PHY 101 and PHY 102. Additional mathematics courses may be required for PHY 101, 102).

Humanities **3 Credits Required**
 SPE 101 Fundamentals of Speech

Information Technology **3 Credits Required**
 CSP/OFT (Select one by advisement)

Fire Protection Technology Concentration **30 Credits Required**

Core Requirements **9 Credits Required**
 FIR 101 Introduction to Fire Technology
 FIR 102 Introduction to Fire and Emergency Services
 Admin.
 FIR 103 Principles of Building Construction

Elective Requirements **21 Credits Required**
 FIR 111 Fire Hazard Properties of Materials p
 FIR 201 Fire Service Hydraulic Theory and Application
 FIR 202 Strategic and Tactical Consideration on the
 Fireground p
 FIR 203 Fire Protection, Detection and
 Suppression Systems
 FIR 204 Fire Safety and Building Codes
 FIR 207 Legal Aspects of the Fire and Emergency Services
 FIR 211 Investigation and Detection of Fire Incidents
 FIR 273 Fire Science Internship
 FIR 601-606 Special Topics in Fire Science
 MGT 150 Principles of Management

Physical Education **3 Credits Required**
 Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

63 - 64 Credits

NOTE: Students must consult with a faculty advisor in the FIRE PROTECTION TECHNOLOGY DEPARTMENT each semester to plan their course of study.

FITNESS SPECIALIST

Certificate

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Patti Zodda	pzodda@sunyrockland.edu
Department Support Staff:	Karen Griffith	kgriffit@sunyrockland.edu
Department Office:	Field House, Room 5121	Phone: 845-574-4451

Purpose: The Fitness Certificate is for students who want to acquire the necessary skills needed to obtain employment in the fitness industry. Students who complete the program are prepared to take certification exams for personal trainer.

Occupational Objectives: The Fitness Specialist certificate is for students with or without previous educational experience. Upon completion of the certificate students will be prepared for a career in private, public, or corporate fitness centers as fitness trainers, directors and managers.

Program Goals: The certificate will provide students the opportunity to start a new career or as a springboard toward a degree in the fitness. The program will provide students with an effective and dynamic education that focuses on resistance training, exercise science, fitness counseling exercise program design, nutrition, communication skills and management.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate proper program design for a variety of individuals seeking an exercise program
- Develop a variety of skills related to learning core concepts in resistance training
- Evaluate the health and fitness status of prospective clients seeking a personal trainer
- Demonstrate proper communication skills when dealing with clients
- Understand how nutrition has an impact on exercise performance
- Integrate management skills into training sessions

FITNESS SPECIALIST CERTIFICATE

HEGIS Code 5922

English, Social Science, Science, Humanities, Arts and Sciences, Unrestricted Electives, Physical Education

Not Required For This Certificate

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s).

Fitness Specialist Concentration 25 Credits Required

Students must take all of the following courses; check prerequisite requirements.

CHM 111	Human Nutrition
or	
CHM 112	Science of Functional Nutrition
FIN 201	Entrepreneurial Finance
or	
MGT 160	Sports Management
FIT 101	Concepts of Resistance Training
FIT 211	Applied Concepts of Fitness and Wellness
FIT 212	Introduction to Exercise Science
FIT 213	Fitness Counseling
FIT 273	Fitness Practicum

Choose:

SPE 101	Fundamentals of Speech
or	
SPE 212	Speech for Classroom
REC 205	Community CPR & First Aid
or	
REC 207	CPR for the Professional Rescuer

25 credits

FOREIGN LANGUAGE

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Mara-Lee Bierman	mbierman@sunyrockland.edu
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2329	Phone: 845-574-4330

Purpose: In today's global society, a knowledge of foreign languages is a key to opening the door to tomorrow's opportunities. SUNY Rockland's language courses prepare students for success in the 21st century. Currently the department offers a variety of courses in American Sign Language, Arabic, Chinese, French, German, Hebrew, Italian, Russian and Spanish.

Students interested in a degree in foreign language can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in foreign language can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in healthcare, law, education, public service, international business and other related areas.

Discipline Goals: The foreign language discipline will provide students with a global perspective of language and culture by providing them with the communication skills necessary to participate in an increasingly global society.

Student Learning Outcomes: Upon successful completion of courses in foreign language, students will be able to:

- Acquire language skills and increasing fluency using practical language
- Develop an understanding of different cultures and societies
- Describe the similarities and differences in global and local political systems
- Develop an understanding and sensitivity towards the diverse languages and culture within the United States

GEOGRAPHY

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: Geography provides students with an understanding of the earth and the life upon it. The study of geography explores the development of various cultures, human responses to the environment, and environmental changes.

Students interested in a degree in geography can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in geography can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in the fields of national trade, business and other related areas.

Discipline Goals: The geography discipline will provide students with the ability to understand the relationship human beings have with each other and with the environment. It will focus on the natural, social and global environment and the differences between the physical and cultural components of geography.

Student Learning Outcomes: Upon successful completion of courses in geography, students will be able to:

- Recognize the essential components of the physical and social environment through the use of data tables and maps
- Identify and describe the physical, demographic, cultural and social character of the major geographic realm
- Describe and understand the world through the use of maps
- Understand the use of geographic models as deductive devices

GRAPHIC DESIGN AND COMPUTER GRAPHICS

Associate of Applied Science

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Emily Dennis Harvey	eharvey@sunyrockland.edu
Department Support Staff:	Caryn Costa	ccosta2@sunyrockland.edu
Educational Support Staff:	Brooke Evans	bevans@sunyrockland.edu
	Lili Grady	lgrady@sunyrockland.edu
	Lena Hyun	lhyun@sunyrockland.edu
Department Office:	Cultural Arts Center Room 7111	Phone: 845-574-4268

Purpose: The study of art prepares students for a wide variety of careers that produce the images and objects that infuse our daily lives. The Art Department offers courses to all degree and non-degree students and three Associate degrees in the practice of Art, each with a distinct focus: *Fine Arts; Graphic Design and Computer Graphics; and Photography*. In addition, there is the *Visual Studies in Art History Honors Program*, an integral part of the Sam Draper Mentor/ talented Student Honors Program, the Ivy League and Tier One College Transfer concept. This offering is for Honors students who have a passion for art and art history and an interest in pursuing one of the many art related careers outside of the actual production of art works. Five honors art history course provide a foundation for further study of art history in preparation for work in museums, colleges, architecture, law, business and the commercial world of art.

Occupational Objectives: Graphic Design students have a broad choice of occupations to pursue: advertising; publications; exhibit design; web design; animation and interactive graphics and many more emerging fields in a new media. While some students may find entry-level jobs direction after graduation in commercial art, most will need to continue their studies.

Program Goals: All three degrees, as well as the option for combining art courses with other programs, aim to afford talented and motivated young artists with knowledge and skills that will help them shape a future that best employs their abilities and fulfills their passions. The foundation program will give them a solid experience of work in two- and three-dimensional design, photography, computer art, drawing, and art history. A course in Careers in Art will help them understand how many fields are open to them. More advanced courses will develop their abilities but will also help them sort out what media and conceptual challenges best suit their talents.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the roles artists and designers have in today's world
- Demonstrate creative and technical abilities in drawing and design
- Develop the skills necessary to understand and apply high technical standards in design and typography, in print and on the web
- Demonstrate the ability to communicate effectively

Graphic Design and Computer Graphics

AAS

HEGIS Code 5012

English	6 Credits Required	Foundation Requirements	20 Credits Required
ENG 101	English Composition I	ART 102	Figure Drawing I
ENG 102	English Composition II p	ART 111	2D Design I
		ART 112	2D Design II p
Pluralism and Diversity	3 Credits Required	ART 113	3D Design
ART 136	Race, Class, Gender in American Art (or PDA equivalent by advisement)	ART 121	Drawing Fundamentals
		ART 130	B/W Camera & Darkroom I
Social Science	3 Credits Required	ART 280	Digital Art & Design
Select courses from the following codes:		ART 910	Color
		ART 950	Careers in Art
ANR, ECO, GEO, HIS, POL, PSY, SOC.		Graphic Design Requirement	8 Credits Required
Mathematics	3 Credits Required	ART 211	Graphic Design I p
Select MAT 101 or higher at the		ART 214	Typography p
		ART	Art Elective
highest appropriate levels by placement and advisement.*		Electives	6 - 7 Credits Required
*NOTE: Students should be aware that many four-year colleges		ART 144	Intro to Website Design
do not accept Math 101 for transfer credit. Policies toward granting		ART 212	Graphic Design II (3 cr) p
credit for Math 102 vary among four-year colleges.		ART 281	Publication Design/InDesign p
		ART 283	Advanced Drawing/Illustrator p
Science	3 Credits Required	ART 286	Flash Animation p
Select courses at the appropriate levels from		ART 288	Digital Imaging/Photoshop p
the following codes: BIO, CHM, ENR, PHY, SCI			One CAD course (by advisement)
Humanities	9 Credits Required	Physical Education	3 Credits Required
ART 119	Art History I	Select three courses from: Any PED course(s)	
ART 120	Art History II	REC 205: Community CPR & First Aid	
		REC 207: CPR for the Professional Rescuer	
Art History Elective (Choose one)		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
ART 134	History of Photography		67-68 credits
ART 141	Art of Asia, Africa & the Americas		
ART 221	Art and Philosophy of the East		
ART 226	Art in New York		
ART 255	Art in London		
ART 264	Art and the African American Experience		
ART 292	Art in Paris		
Unrestricted Electives	3 Credits Required		
Select any credit course except Physical Education or Art.			
Computer Design and Computer Graphics			
Concentration	34-35 Credits Required		

NOTE: Students must consult with a faculty advisor in the Art Department each semester to plan their course of study.

ART 101 (Art Appreciation), ART 129 (Digital Photography) and ART 118 (Art of the Western World), may not be used to fulfill any ART degree requirements or electives.

HISTORY

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: History chronologically explores significant events in the past and attempts to explain their causes. The study of history examines biographies, documents, first-hand personal accounts, and the findings of archaeologists.

Students interested in a degree in history can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in history can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in the fields of education, research, government, and other related areas.

Discipline Goals: The history discipline will provide students an understanding of the major events, historical developments and the individuals who shaped the social and political climate of a particular culture or region. Students will learn to appreciate the contributions and interactions of the many cultures and people comprising the civilizations of the past and present.

Student Learning Outcomes: Upon successful completion of courses in history, students will be able to:

- Identify common patterns of economic, social and political behavior
- Recognize and understand the motives influencing crucial social, political and military decisions
- Identify the most significant historical people, institutions and events and understand their pivotal roles in history
- Explain historical causes and the effects

HONORS PROGRAMS

M/TS Program Coordinator: Cliff Garner cgarner@sunyrockland.edu
 Department Support Staff: Hannah Lowney hlowney@sunyrockland.edu
 Department Office: Academic II, Room 2147 Phone: 845-574-4796

The Sam Draper Mentor/Talented Student Honors Program (M/TS) is a nationally recognized liberal arts and sciences honors program for highly motivated students. Students in the honors program have transferred to Harvard, Berkeley, Stanford, Yale, Cornell, Amherst, Brown, Columbia, Duke, University of Pennsylvania, Vassar, Wellesley, Swarthmore, Chicago, UCLA, and other outstanding colleges.

There are a number of emphases in the M/TS Honors Program including: Liberal Arts, Humanities and Social Science, Science, Math, Business, and our newest emphasis in Art/Curatorship.

According to the student's expressed interest and academic talents, each entering student is paired with a carefully selected faculty mentor. They meet regularly to assess the student's goals and progress, plan the student's courses and curricular activities and just talk.

- The requirements of the M/TS Honors Program include:
- A minimum of eight honors courses
- English 910: Theories and Practice of Research
- An independent study project, internship or study abroad
- Two semesters in a foreign language for liberal arts students who academic emphasis is not science
- Extracurricular activities (on-campus or off-campus) relating to the student's academic program

Eligible students will have a 1725 SAT score or higher and high school grades that are 90 or higher. An AA or AS degree with Honors is awarded to M/TS participants who complete all requirements and maintain at least a 3.5 academic average with no semester below a 3.2. The degree with honors is noted both on the student's transcript and on the diploma.

The following is a list of available honors courses:

ANR 201	Cultural Anthropology-Honors	ENG 224	Rebels and Romantics (cross-listed with ART 224)
ART 121	Art History I-Honors	ENG 261	Honors Poetry Writing Workshop
ART 121	Art History II-Honors	GEO 201	Intro to Geography-Honors
ART 221	Art and Philosophy of the East	HIS 101	Western Civilization I-Honors
ART 244	Rebels and Romantics (cross-listed with ENG 224)	HIS 102	Western Civilization II-Honors
ACC 101	Principles of Accounting I-Honors	MAT 203	Calculus I-Honors
ACC 102	Principles of Accounting II-Honors	MAT 204	Calculus II-Honors
BIO 105	General Biology I-Honors	PDA 223	Diversity in American Speech and Language (cross-listed with SPE 223)
BIO 106	General Biology II-Honors	PSY 103	General Psychology-Honors
CHM 101	Inorganic Chemistry I-Honors	PSY 212	Psychology of Childhood-Honors
CHM 102	Inorganic Chemistry II-Honors	PSY 235	Adler, Jung, and Moreno
ECO 201	Microeconomics-Honors	PHY 110	Physics I with Calculus-Honors
ECO 202	Macroeconomics-Honors	PHY 111	Physics II with Calculus-Honors
ENG 101	English Composition I-Honors	SOC 201	Principles of Sociology-Honors
ENG 102	English Composition II-Honors	SPE 223	Diversity in American Speech and Language (cross-listed with PDA 223)
ENG 220	Honors Literature Seminar I		
ENG 221	Honors Literature Seminar II		

HOSPITALITY AND TOURISM

Associate in Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Susan Solomon	ssolomon@sunyrockland.edu
Department Support Staff:	Dreizel Kaploun	dkaploun@sunyrockland.edu
Department Office:	Academic I, Room 1220	Phone: 845-574-4298

Purpose: The Hospitality and Tourism Program is for students interested in food service management, travel and tourism, hotel management, or event management. Students should enjoy working with people, solving problems and providing quality service.

Occupational Objectives: Upon completing the program, students will be prepared for positions in restaurants, fast food establishments, catering facilities, institutional food service companies, hotels, cruise lines, gaming establishments and other related areas. However, if a student decides to their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The degree provides students with a broad based knowledge of course work needed for a career in the hospitality and tourism industry. Students will take several required courses in hospitality but will then have the option to focus their education on either hospitality or travel and tourism.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the fundamental concepts that characterize the hospitality industry
- Demonstrate a variety of hands on skills needed in the industry
- Develop and demonstrate the skills needed to plan and implement various types of hospitality and/or travel and tourism functions
- Develop the research skills used in hospitality and/or travel and tourism
- Develop an understanding of management concepts and how they integrate with hospitality and/or travel and tourism
- Develop variety of skills related to problem solving

HOSPITALITY AND TOURISM

AAS

HEGIS Code 5011

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II p

Pluralism and Diversity 3 Credits Required

PDA 220 Food and Culture in America
or PDA equivalent by advisement

Social Science 3 Credits Required

Select one course from the following codes
by advisement: ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics 3 Credits Required

Select MAT 101 or higher at the highest
appropriate level by placement and advisement.*
*NOTE: Students should be aware that many four-year colleges
do not accept Math 101 for transfer credit. Policies toward granting
credit for Math 102 will vary among four-year colleges.

Science 3 Credits Required

Select either by advisement:
CHM 111 Human Nutrition Science or
CHM 112 The Science of Functional Nutrition
SCI 104 Topics in Environmental Pollution

Humanities 3 Credits Required

PHL 260 Business Ethics

Hospitality and Tourism Concentration 41 to 42 Credits Required

Core Requirements

For Hospitality and Travel and Tourism Students: 9 Credits Required

HOS 101 Introduction to Hospitality
HOS 105 Hospitality Purchasing and Marketing
HOS 222 Hospitality Law and Accounting

Options: Choose A or B

A. Hospitality 18 Credits Required

HOS 102 Restaurant Management
HOS 104 Quantity Food Preparation I
HOS 205 Sanitation Management p
HOS 213 Menu Planning and
Facilities Layout and Design p
HOS 276 Food Service Practicum p

B. Travel and Tourism 8 Credits Required

HOS 106 Travel and Tourism Operations
HOS 107 E-commerce for Hospitality
HOS 272 Travel and Tourism Practicum p
On option A or B, you may take any of the below electives:

Elective Requirements

Option A 15 Credits Required

Option B 24 Credits Required

Select courses by advisement:
HOS 108 Introduction to Baking
HOS 206 Beverage Management
HOS 207 Quantity Food Preparation II p
HOS 208 Destination Development and Promotion
HOS 211 Professional Baking
HOS 214 Buffet Catering: Garde Manger p
HOS 216 Special Events Meeting Planning and
Management
HOS 218 Hospitality on the Hudson
HOS 223 Hotel Management
HOS 256 A Taste of the World - Students can only take
one travel course toward their degree
requirements.

Electives for Travel and Tourism Students ONLY, courses with the
following designation: MKT, MGT, ECO, OFT, CSP, INT, MGT,
GEO, BUS, SPE, Foreign Language or others by advisement.

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
REC 205: Community CPR & First Aid
REC 207: CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses earn letter grades.

66 or 65 credits

NOTE: Students must consult with a faculty advisor in the
HOSPITALITY & TOURISM DEPARTMENT each
semester to plan their course of study.

LIBERAL ARTS

Associate in Arts

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Support Staff:	Erin Rooney	erooney@sunyrockland.edu
Department Office:	Technology Center, Room 8309	Phone: 845-574-4343

Purpose: Liberal Arts and Sciences comprises the academic disciplines of language, composition and literature, art, philosophy, religious studies, education, communication, speech, performing arts and the social and behavioral sciences. Courses in the liberal arts lay a foundation for more specialized and advanced areas in a baccalaureate program.

Occupational Objectives: Upon completing the program, students will be prepared for transfer to a four-year institution in order to further their education. Students may follow career paths in many areas, including law, psychology, education, social work and other fields.

Program Goals: The goal of the Liberal Arts courses is to develop in the student general intellectual capacities, judgment and understanding of human relationships in the social, cultural, and natural environment for the past, present and future. Courses focus on analysis, problem solving, critical thinking, writing, and communication.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate effective communication in both speech and writing
- Value the arts
- Demonstrate personal growth and self-awareness
- Demonstrate civic responsibility by contributing to society
- Apply the ability to work collaboratively with others
- Solve problems through critical thinking
- Demonstrate cultural awareness through the study of many disciplines
- Employ a foundational body of knowledge

LIBERAL ARTS AND SCIENCES: HUMANITIES AND SOCIAL SCIENCE

AA

HEGIS Code 5649

English	12 Credits Required	Arts and Sciences	6 Credits Required
ENG 101 English Composition I		Select courses from the following codes:	
ENG 102 English Composition II p		ANR, ARA, ASL, ART, BIO, CHI, CHM, COM, ECO, ENG,	
ENG Literature Elective p		ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK*, MAT, MUS, PDA,	
ENG Literature Elective p		PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE	
Pluralism and Diversity	3 Credits Required	*Note: Only 6 credits LSK may be counted toward degree.	
PDA 101 Pluralism and Diversity in America (or equivalent by advisement)		Unrestricted Electives	12 Credits Required
		Select any credit courses except	
		Physical Education	
Social Science	12 Credits Required	Physical Education	3 Credits Required
Select courses from the following codes:		Select three courses from: Any PED course(s)	
ANR, ECO, GEO, HIS, POL, PSY, SOC		REC 205: Community CPR & First Aid	
		REC 207: CPR for the Professional Rescuer	
		PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Mathematics	3 Credits Required		
MAT101 or higher at the highest appropriate level by placement and advisement.*			
			63 credits
* NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.		Students pursuing a degree in liberal arts and sciences are permitted to accumulate no more than sixteen credit-hours in any one department (for example: BIO, ENG or POL). Transfer students, or students changing degree programs, may not apply more than sixteen credit-hours in any one department toward a degree in the liberal arts and sciences. Note: ENG 101 and ENG 102 are not considered part of the English Department limitation.	
Science	6 Credits Required		
Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI			
Humanities	6 Credits Required		
Select courses from the following codes: ARA, ART, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA, MUS, PER, PHL, RLS, RUS, SPA, SPE			

LIFE SKILLS

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bonnie Rosen	brosen@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2218	Phone: 845-574-4331 or 845-574-4418

Purpose: The Life Skills department offers students the opportunity to enroll in courses in life and career development. Students of all ages and at all stages of life will gain an understanding of how their personal characteristics relate to different educational and work environments.

Discipline Goals: The Life Skills discipline will provide students with the ability to understand themselves in order to make healthy, rational decisions, necessary for effective life, academic and career planning.

Student Learning Outcomes: Upon successful completion of courses in life skills, students will be able to:

- Apply the theoretical knowledge learned in class to their individual lives
- Demonstrate and understand the concepts of critical thinking as it relates to life, academic career and health choices
- Examine, understand and demonstrate the concept of critical thinking
- Discuss, compare and evaluate career and health choices
- Define and demonstrate more effective note taking, time management and stress management skills

MARKETING

Associate of Applied Science

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: The AAS in Marketing degree will prepare students for entry-level position in marketing. Students pursuing this degree also have the opportunity to complete a baccalaureate degree at a four-year institution in marketing or other business related field.

Occupational Objectives: The AAS degree in Marketing allows students to obtain entry-level employment in all types of business firms including small businesses, large corporations, and marketing firms. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The degree provides students with a rigorous and dynamic interdisciplinary education that will attract, motivate and prepare students for the challenges facing marketing professionals. In addition, students will master effective written and oral communication, become active informed citizens and leaders, and obtain an understanding of the ethical, racial, and gender issues in today's business world.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Analyze the marketing business environment with an emphasis on cultural diversity
- Recognize the economic, legal, social and political environment of marketing
- Develop an understanding of the concepts of marketing both nationally and globally
- Develop the basic skills needed for marketing decision-making

BUSINESS - MARKETING

AAS

HEGIS Code 5004

English		6 Credits Required	Marketing Concentration	38 - 39 Credits Required
ENG 101	English Composition I			
ENG 102	English Composition II			
Pluralism and Diversity		3 Credits Required	Core Requirements	26 - 27 Credits Required
PDA 110	Pluralism and Diversity in Business and Industry (or equivalent by advisement)		ACC 101	Principles of Accounting I
			ACC 102	Principles of Accounting II p
			BUS 101	Introduction to Business (by advisement)
				or
			INT 201	International Business
				or
Social Science		6 Credits Required	INT 255	International Business Seminar
ECO 201	Microeconomics or		BUS 203	Business Law I
ECO 202	Macroeconomics		BUS/PHL 260	Ethics in Business
			MGT/OFT 111	Spreadsheet and Database Management (or select one of the following by advisement: CSP 101, or ACC 210.)
	Select 3 additional credits with any of the following codes: ANR, ECO, GEO, HIS, POL, PSY, SO			
	Recommended for transfer: ECO 201 and ECO 202		MGT 150	Principles of Management
			MKT 201	Marketing
Mathematics		3 Credits Required	Elective Requirements	12 Credits Required
	Select MAT101 or higher at the highest appropriate level by placement *		MKT	Two electives in Marketing
	*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.		MKT	Two Business-related electives (by advisement)
				ACC, BKG, BUS, CSP, ECO, FIN, HOS, INT, MGT, MKT, OFT (except 103), PLG
Science		3 Credits Required	Physical Education	3 Credits Required
	Select one course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI			Select three courses from: Any PED course(s)
				REC 205: Community CPR & First Aid
				REC 207: CPR for the Professional Rescuer
				PED courses earn Pass/Fail grades; REC courses earn letter grades.
Arts and Sciences		3 Credits Required		<u>65 - 66 credits</u>
	Select one course from the following codes: ANR, ARA, ART, ASL, BIO, CHM, CHI, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE			

NOTE: Students must consult with a faculty advisor in the BUSINESS DEPARTMENT each semester to plan their course of study.

MATHEMATICS

Associate of Science
Associate of Arts

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Robert Ludwig	rludwig@sunyrockland.edu
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2333	Phone: 845-574-4330

Purpose: Courses in mathematics and science provide students with a foundation for more specialized and advanced areas of study in a baccalaureate program. Courses for these degree areas are comprised of a variety of disciplines including, mathematics, biology, chemistry, physics, engineering, and science.

The AS degree is recommended for students whose plan to pursue a bachelor's degree in mathematics, engineering or science.

The AA degree is recommended for students whose transfer plans require math and/or science, but who will be working toward other majors.

Occupational Objectives: Upon completing the program, students will be prepared for transfer to a four-year institution where they can further their education in an area of their choosing. Students who are successful in this degree program and the programs to which they may transfer may find positions in education, biology, chemistry, law, engineering, finance, business and other related areas.

Program Goals: The program will provide students with a general understanding of mathematics and science courses as well as a foundation in other general liberal arts courses required for transfer into a baccalaureate program. Students will engage in the exploration of mathematics and science and will build and reinforce confidence in their abilities to be successful in this discipline.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate familiarity with the vocabulary associated with this discipline
- Demonstrate the ability to interpret and draw inferences from mathematical models such as formulas, graphs and tables
- Demonstrate the ability to represent mathematical information symbolically, visually, numerically and verbally
- Recognize and apply concepts and processes embodied in specific courses.
- Estimate and check results for reasonableness

LIBERAL ARTS AND SCIENCES: MATHEMATICS AND SCIENCE

AA

HEGIS Code 5649

Those students who plan to pursue a bachelor's degree in math and/or science should pursue the AS in Mathematics and Science. This degree is recommended for those students whose transfer plans require college math and/or science, but who will be working toward other majors.

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II p

Pluralism and Diversity 3 Credits Required

PDA 101 Pluralism and Diversity in America
(or equivalent by advisement)

Social Science 6 Credits Required

Select courses from the following codes:
ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics 6 or 9 Credits Required**

Select MAT 102 or higher at the highest appropriate level by placement and advisement.

Policies toward granting credit for Math 102 vary among four-year colleges.

** See note below

Science 8 or 11 Credits Required**

Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI

** Special Note:

All students must complete a total of at least five (5) courses in Mathematics and Science. Those following the Math sequence should complete three (3) math courses and two (2) lab Science courses. Those following the Science sequence should complete two (2) math courses and three (3) science courses, (two of which must be lab sciences).

Humanities 3 Credits Required

Select courses from the following codes:
ART, ARA, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA, MUS, PER, PHL, RLS, RUS, SPA, SPE

Arts and Sciences 15 Credits Required

Select courses from the following codes:
ANR, ARA, ASL, ART, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK*, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE

*NOTE: Only 6 credits of LSK courses may be counted toward a degree.

Unrestricted Electives 12 Credits Required

Select any credit courses except Physical Education
At least one computer studies course is strongly recommended.

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
REC 205: Community CPR & First Aid
REC 207: CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses earn letter grades.

62 - 68 credits

NOTE: Students should consult a faculty adviser in the math or science department each semester to plan their course of study.

Students pursuing a degree in liberal arts and sciences are permitted to accumulate no more than sixteen credit-hours in any one department (for example: BIO, ENG or POL). Transfer students, or students changing degree programs, may not apply more than sixteen credit-hours in any one department toward a degree in the liberal arts and sciences. Note: ENG 101 and ENG 102 are not considered part of the English Department limitation.

LIBERAL ARTS AND SCIENCES: MATHEMATICS AND SCIENCE

AS

HEGIS Code 5649

This degree is recommended for those students who plan to pursue a bachelor's degree in math or science.

English **6 Credits Required**
 ENG 101 English Composition I
 ENG 102 English Composition II p

Pluralism and Diversity **3 Credits Required**
 PDA 101 Pluralism and Diversity in America
 (or equivalent by advisement)

Social Science **6 Credits Required**
 Select courses from the following codes:
 ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics** **8 or 16 Credits Required**
 Select MAT 109 or higher at the
 highest appropriate level by placement and advisement.

Science** **8 or 16 Credits Required**
 Select two lab science courses at the appropriate levels from
 the following codes: BIO, CHM, PHY

**Special Note:

All students must complete a total of at least 24 credits in Mathematics and Science. Those following the Math sequence should complete 16 math credits and 8 lab science credits. Those following the Science sequence should complete 16 science credits and 8 math credits. Students must consult a faculty adviser in the Math or Science Department each semester to plan their course of study.

Humanities **3 Credits Required**
 Select courses from the following codes:
 ART, ARA, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA,
 MUS, PER, PHL, RLS, RUS, SPA, SPE

Arts and Sciences **9 Credits Required**
 Select courses from the following codes:
 ANR, ARA, ASL, ARA, ART, BIO, CHI, CHM, COM,
 ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA,
 LSK*, MAT, MUS, PDA, PER, PHL, PHY, POL,
 PSY, RLS, RUS, SCI, SOC, SPA, SPE

* NOTE: Only 6 credits of LSK courses may be counted toward a degree.

Unrestricted Electives **12 Credits Required**
 Select any credit courses except Physical Education
 At least one computer course is recommended

Physical Education **3 Credits Required**
 Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

66 credits

NURSING

Associate of Science

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Dorothea Lever	dlever@sunyrockland.edu
Department Support Staff:	Eydie Braunfotel	ebraunfo@sunyrockland.edu
	Leona Goldberg	lgoldber@sunyrockland.edu
Department Office:	Technology Center, Room 8209	Phone: 845-574-4223

Purpose: SUNY Rockland's Nursing program prepares students for a career as a Registered Nurse. Students complete required nursing course work as well as the general education courses required for students who want to continue their education at a four-year institution.

Students must consult the current Nursing Program Guide for a detailed program description and explanation of admission, progression, graduation, licensing and other program requirements. The Nursing Program Guide is available online on the Rockland Community College nursing webpage.

Occupational Objectives: The nursing curriculum guides the student through a series of college level courses that are designed to prepare the student for a career in the highly demanding field of healthcare. Students who successfully complete the program and become licensed may find careers in a variety of nursing specialties such as: pediatrics, geriatrics, cardiac care, psychiatric and mental health, labor and delivery, and many more. Students are also prepared to further their education in a baccalaureate-nursing program or another degree of their choosing.

Program Goals: The degree will provide students with an effective, rigorous, and dynamic program that will attract, motivate, and prepare students to support the community by providing qualified nursing care. In addition, it will prepare students for the increasing responsibility of healthcare workers in a highly demanding field.

The nursing program is accredited by the National League for Nursing Accrediting Commission (NLNAC), 3343 Peachtree Rd., NE Suite 500, Atlanta, GA 30326. (Telephone No. 404-975-5000)

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop the skills necessary to provide care based on nursing theory to patients with commonly occurring health problems in institutional and community based health care settings
- Ability to use cognitive, psychomotor and affective behavior in the implementation of the nursing process
- Demonstrate the ability to collaborate with other members of the health team to facilitate comprehensive patient care across institutional and community based settings
- Develop basic management concepts and skills necessary to manage the care of a group of patients
- Understand the ethical and legal parameters of the profession of nursing

NURSING AS

HEGIS Code 5208

English **6 Credits Required**
 ENG 101 English Composition I
 ENG 102 English Composition II

Pluralism and Diversity **3 Credits Required**
 PDA 101 Pluralism and Diversity in America

Social Science **6 Credits Required**
 PSY 103 General Psychology
 PSY 191 Life Span Development
 NOTE: Although there is no specific mathematics requirement for this degree, students must take the mathematics assessment. They must be assessed at MAT 101 (or higher) OR receive a passing grade in the required Math Skills course(s) and must demonstrate competency in the Mathematics needed for clinical calculations.

Science **15 Credits Required**
 BIO 110 Anatomy and Physiology I
 BIO 111 Anatomy and Physiology II p
 BIO 207 Microbiology p
 CHM 105 Principles of General and Biological Chemistry

Grade of C or higher is required in all Science courses
 *It is recommended that students take CHM 105 before or with BIO 110.

Unrestricted Electives **3 Credits Required**
 Select any credit courses except Physical Education.

Nursing Concentration **31 Credits Required**
 *Check prerequisite requirements for all courses.
 NUR 106 Principles of Drug Administration and Therapy
 NUR 111 Nursing Process IA
 NUR 113 Nursing Process IB
 NUR 141 Nursing Process IIA
 NUR 142 Nursing Process IIB
 NUR 149 NCLEX Review
 NUR 231 Nursing Process IIIA
 NUR 232 Nursing Process IIIB
 NUR 241 Nursing Process IVA
 NUR 242 Nursing Process IVB

Students who have challenge, transfer or life experience credit for Nursing Process IA must take NUR 110 - Using Nursing Process (2 cr) and NUR 206 - Physical Assessment (3 cr).

Students who have not successfully demonstrated competency in Calculation for Pharmacology are required to take NUR 103

Physical Education **3 Credits Required**
 Select three courses from: Any PED course(s)
 NUR 214 Basic Cardiac Life Support - AHA
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

67 credits

*Prerequisites and/or corequisites are required for all Nursing Process courses.

NOTE: Students accepted into the Nursing Process sequence must consult with a faculty adviser in the **NURSING DEPARTMENT** each semester to plan their course of study.

OCCUPATIONAL THERAPY ASSISTANT

Associate of Applied Science

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Donna Knoebel	dknoebel@sunyrockland.edu
Department Support Staff:	Eydie Braunfofel	ebraunfo@sunyrockland.edu
Educational Support Staff:	Rochelle Mezzoff	rmezoff@sunyrockland.edu
Department Office:	Technology Center, Room 8201	Phone: 845-574-4223

Purpose: SUNY Rockland's Occupational Therapy Assistant program prepares students for a career as a certified occupational therapy assistant. Students will obtain the skills necessary to become educators and advocates for their clients and their profession. They will master the interpersonal and intrapersonal skills needed for effective contemporary client-centered occupational therapy practice.

The Occupational Therapy Assistance program has an admission process that students must complete prior to beginning the OTA curriculum. Please contact the department office located in the Technology Center, Room 8219.

Occupational Objectives: The OTA curriculum guides the student through a series of college level courses that are designed to prepare the student for a career as certified occupational therapy assistants. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The degree will provide students with a high quality client centered program that will teach them the ethics, values and beliefs of the occupational therapy profession. Students will understand and develop the respect for the complexities of human diversity.

The OTA program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, PO Box 31220, Bethesda, MD 20824-1220. (Telephone No. 301-652-2682)

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate the ability to work under the supervision of and in cooperation with the registered occupational therapist
- Understand and uphold the ethical standards, values, and attitudes of the occupational therapy profession
- Demonstrate competency in written and oral communication
- Develop an educational foundation in the liberal arts and sciences, including a focus on issues related to diversity

OCCUPATIONAL THERAPY ASSISTANT AAS

HEGIS Code 5210

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II p

Pluralism and Diversity 3 Credits Required

PDA 101 Pluralism and Diversity in America
(or equivalent by advisement)

Social Science 9 Credits Required

PSY 103 General Psychology
PSY 191 Life Span Development p
PSY 222 Abnormal Psychology p

**NOTE: Although there is no specific mathematics requirement for this degree, students must take the mathematics assessment. In order to graduate, they must be assessed at MAT 101 (or higher) or receive a passing grade in the required pre-MAT 101 course(s).*

Science 8 Credits Required**

BIO 110 Anatomy and Physiology I
BIO 111 Anatomy and Physiology II p

***NOTE: All Science credit, including transfer credit, must have been earned within the last 10 years to be counted toward this degree*

Humanities 3 Credits Required

SPE 201 Small Group Communication

Occupational Therapy

Concentration

42 Credits Required

Check Prerequisite requirements for all courses in Occupational Therapy.

OCC 101 Introduction to Occupational Therapy
OCC 102 Clinical Conditions p
OCC 103 Occupational Therapy Skills p
OCC 105 Therapeutic Occupations
OCC 107 Advanced Therapeutic Occupations p
OCC 171 Fieldwork A p
OCC 172 Fieldwork B p
OCC 201 Principles of Occupational Therapy I p
OCC 202 Principles of Occupational Therapy II p
OCC 204 Principles of Occupational Therapy III p
OCC 205 Principles of Occupational Therapy IV p
OCC 207 Professional Issues and
Documentation in Occupational Therapy p
OCC 208 Advanced Skills p

Physical Education

3 Credits Required

Select three courses from: Any PED course(s)

REC 205: Community CPR & First Aid

REC 207: CPR for the Professional Rescuer

PED courses earn Pass/Fail grades; REC courses earn letter grades.

74 credits

NOTE: The Occupational Therapy degree does not require a computer course, however, basic computer competence is required in occupational therapy practice. You will need to be able to use:

- data bases and search engines
- presentation software
- word processing

Discuss this with your occupational therapy advisor.

NOTE: *Students must consult with a faculty advisor in the OCCUPATIONAL THERAPY DEPARTMENT each semester to plan their course of study.*

OFFICE TECHNOLOGIES

Associate in Applied Science Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	TBA	
Department Support Staff:	Diane Mena	dmena@sunyrockland.edu
Department Office:	Academic II, Room 2350	Phone: 845-574-4330

Purpose: Through rapid advances in technology, globalization and organizational changes, the necessary skills required of administrative office professionals continually expand. Today's workforce demands that employees be technologically savvy, creative and flexible enough to adapt to new and improved technology and procedures.

The AAS program is for students who wish to acquire proficiency in essential hands-on computer skills as well as the business theory required of entry-level employees in the administrative field.

The certificate is for students who wish to acquire the office skills necessary for employment or for currently employed administrative assistants who wish to update their skills or seek advancement in their professional careers.

Occupational Objectives: The Office technologies program will provide students with the skills necessary to obtain entry-level positions as administrative or executive assistants, office managers, coordinators or specialists in small businesses, large corporations and governmental agencies serving a variety of industries. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program will provide students with a quality business education that focuses on technology but also embodies excellence, ethics, professionalism and diversity, enabling students to think critically while reaching their personal and professional goals.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate competency in written and oral communication
- Develop the necessary skills to manage records, supplies, equipment and personnel
- Demonstrate the ability to prioritize, coordinate projects, schedules, meetings and activities using time management principles
- Apply problem solving and decision making skills to office situations
- Demonstrate proficiency using current software programs
- Develop the traditional and online research skills used in business and industry
- Develop personal and interpersonal skills such as teamwork and leadership

BUSINESS - OFFICE TECHNOLOGIES**AAS****HEGIS Code 5005****English 6 Credits Required**

ENG 101 English Composition I
ENG 102 English Composition II

Pluralism and Diversity 3 Credits Required

PDA 110 Pluralism and Diversity in Business and Industry
(or equivalent by advisement)

Social Science 3 Credits Required

Select one course from the following codes:
ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics 3 Credits Required

Select MAT 101 or higher at the highest appropriate level by
placement and advisement.*

*NOTE: Students should be aware that many four-year colleges do
not accept Math 101 for transfer credit. Policies toward granting
credit for Math 102 will vary among four-year colleges.

Science 3 Credits Required

Select one course at the appropriate level from
the following codes: BIO, CHM, ENR, PHY, SCI

Humanities 6 Credits Required

PHL 260 Business Ethics
SPE 201 Small Group Communications

Unrestricted Electives 3 Credits Required

Select any credit course except physical education.

Office Technologies Concentration 31 - 32 Credits Required

Check prerequisite requirements for all courses. Students must
take all of the following courses.

28 Credits Required

BUS 101 Introduction to Business
BUS 108 Workplace Communications
BUS 215 E-Commerce
MGT 219 Administrative Office Management
OFT/MGT 107 Project Management p
OFT/MGT 111 Spreadsheet and Database Management
OFT 112* Word Processing Applications:
MS Word for Windows
OFT 207 Advanced Word Processing Applications p
OFT/BUS 208 Presentation Software: PowerPoint
OFT 271 Office Technologies Practicum p

Students who lack basic typing skills will be required to take OFT
103 Basic Keyboarding

Select One Of The Following 3 - 4 Credits Required

ACC 101 Principles of Accounting I
BKG 101 Bookkeeping I
BUS 203 Business Law I
CSP 149 Web Page Development
MKT 201 Marketing

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
REC 205: Community CPR & First Aid
REC 207: CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses earn letter grades.

61-63 credits

NOTE: Students must consult with a faculty advisor in the OFFICE
TECHNOLOGIES DEPARTMENT each semester to plan their course
of study.

BUSINESS – OFFICE TECHNOLOGIES CERTIFICATE

HEGIS Code 5005

English, Social Science, Science, Mathematics, Arts And Sciences, Unrestricted Electives, Physical Education

Not Required For This Degree

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s).

Humanities **3 Credits Required**
BUS/PHL 260 Business Ethics

Office Technologies Concentration **28 Credits Required**
Students must take all of the following courses; check prerequisite requirements.

BUS 101	Intro to Business
BUS 108	Workplace Communications
BUS 215	E-Commerce
OFT/MGT 107	Project Management p
MGT/OFT 111	Spreadsheet and Database Management
OFT 112*	Word Processing Applications
OFT 207	Advanced Word Processing Applications p
OFT 208	Presentation Software: PowerPoint
OFT 271	Office Technologies Practicum p
MGT 219	Administrative Office Management

*Students who lack typing skills will be required to take OFT 103 Basic Keyboarding.

31 credits

NOTE: Students must consult with a faculty advisor in the **OFFICE TECHNOLOGIES DEPARTMENT** each semester to plan their course of study.

PARALEGAL STUDIES

Associate of Applied Science Certificate

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Chair:	Deborah Vinecour	dvinecou@sunyrockland.edu
Department Support Staff:	TBA	
Department Office:	Technology Center, Room 8320	Phone: 845-574-4332

Purpose: The Paralegal Studies program will prepare students for careers in the legal industry, working under the supervision of attorneys. Students will obtain the legal knowledge, technical and communication skills necessary to be successful as paralegals.

The certificate is for students who already have an associate's degree or higher.

Occupational Objectives: The Paralegal Studies program will provide students with the skills necessary to obtain entry-level positions as paralegals. Students may obtain positions in various legal settings including law firms, government offices, non-profit organizations, insurance companies, mortgage companies and other related areas. However, if a student decides to further their education at the baccalaureate level, additional general education courses will need to be completed at the transferring institution.

Program Goals: The program, which is approved by the American Bar Association, provides students with a dynamic and academically challenging course of study. Students will develop a critical understanding of the law in preparation for a career in the legal profession.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Demonstrate up-to-date skills in law office technology, including using practice specific applications, electronic filing, and appropriate word-processing software.
- Apply principles of computerized and manual legal researching, and will master the skills of legal writing.
- Apply strong written and oral communication skills.
- Produce various legal documents, such as motions, discovery papers, pleadings, forms as well as practice specific documents such as real estate contracts, wills, among others.
- Identify and use the principles of legal ethics and professional responsibility.
- Demonstrate knowledge of their profession, with insight as to the ever-changing role of the paralegal, licensing and certification issues, employment trends and options, paralegal networking organizations and professional development.
- Apply substantive knowledge of the law in the following areas: the court systems, jurisdiction, civil and criminal procedure, contracts, torts, wills and estates, real estate, family and matrimonial law, and business organizations and corporations.
- Employ effective people skills to promote positive client relationships, conduct client and witness interviews, and network within the paralegal community.

According to the American Bar Association, "a legal assistant, or paralegal, is a person, qualified by education, training or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work for which the lawyer is responsible."

Paralegals do a great variety of tasks since they work in so many different areas of law. Areas of law include litigation, family law, real estate, criminal law, corporations and partnerships, bankruptcy, environmental law, intellectual property, among many others. Examples of some paralegal responsibilities include interviewing clients and witnesses, preparing legal documents, assisting at trials, investigation and performing legal research.

Paralegals perform legal tasks and are supervised by attorneys. Paralegals are not permitted to practice law which means that they cannot give legal advice, represent clients in court, set a legal fee or accept a case. The job market for paralegals is excellent.

PARALEGAL STUDIES

Approved by the American Bar Association

AAS**HEGIS Code 5099**

English ENG 101 ENG 102	English Composition I English Composition II	6 Credits Required	Paralegal Concentration Core Requirements <i>(21 of the 30 credits must be taken at RCC)</i> PLG 101 PLG 102 PLG 103 PLG 105 PLG 106 PLG 107 PLG 108 PLG 109 PLG 110 PLG 111	39 Credits Required 30 Credits Required Introduction to Paralegalism * Legal Research and Writing p ** Civil Litigation p Domestic Relations p Computerized Legal Applications p Contracts p Real Estate Practice p Elder Law, Estate Planning and Probate p Tort Law p Advanced Legal Research and Writing p
Pluralism and Diversity PDA/PLG 140	Civil Liberties and Multiculturalism (or equivalent by advisement)	3 Credits Required	Elective Requirements Select 9 credits from the following courses: ACC 101 BUS 101 BUS 108 BUS 204 BUS/PHL 260 CRJ 101 CRJ 103 CRJ 201 CRJ 203 CRJ 205 INT OFT 111 OFT 112 PLG 273	9 Credits Required Principles of Accounting I Introduction to Business Workplace Communicating Business Law II* Ethics in Business Introduction to Criminal Justice Juvenile Justice System Criminal Law Criminal Investigation The Law of Criminal Evidence Choose Any Spreadsheet/Database MS Word for Windows Paralegal Internship
Social Science POL 101	Principals of American Government: National (recommended)	3 Credits Required	Physical Education Select three courses from: Any PED course(s) REC 205: Community CPR & First Aid REC 207: CPR for the Professional Rescuer PED courses earn Pass/Fail grades; REC courses earn letter grades.	
Select course from the following codes by advisement: ANR, ECO, GEO, HIS, POL, PSY, SOC				
Mathematics Select MAT101 or higher at the highest appropriate level by placement *		3 Credits Required		
<i>*NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 will vary among four-year colleges.</i>				
Science Select one course at the appropriate level from the following codes: BIO, CHM, ENR, PHY, SCI*		3 Credits Required		
<i>*NOTE: Students are required to fulfill EITHER a mathematics OR science requirement. Although Paralegal students may choose to take science instead of mathematics, they must take the mathematics assessment. In order to graduate, they must be assessed at MAT 101 (or higher) OR receive a passing grade in the required pre-MAT 101 course(s).</i>				
Humanities SPE 101	Fundamentals of Speech (or equivalent SPE by advisement)	3 Credits Required		
Arts and Sciences Select courses from the following codes: ANR, ARA, ART, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE		3 Credits Required		

63 credits

*PLG 101 is a prerequisite or corequisite for all other PLG courses: Exceptions can be made by permission of the department chair.

**PLG 102 is a prerequisite for PLG 111

NOTE: Students must consult with a faculty advisor in the PARALEGAL STUDIES DEPARTMENT each semester to plan their course of study. According to the American Bar Association, "a legal assistant or paralegal is a person qualified by education, training or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work, for which the lawyer is responsible." Paralegals are not licensed and always work under the supervision of an attorney. The goal of both the degree and certificate programs is to prepare students to become entry-level paralegals.

PARALEGAL STUDIES CERTIFICATE

Approved by the American Bar Association

HEGIS Code 5099

English, Social Science, Math, Science, Humanities, Arts and Sciences, Unrestricted Electives, Physical Education

Not required for this certificate

Although there is no specific English or mathematics requirement for this certificate, students must take the English and mathematics assessments. In order to graduate, they must be assessed at ENG 101 (or higher) and MAT 101 (or higher) or receive a passing grade in the required English Skills or pre-MAT 101 course(s).

Paralegal Concentration

30 Credits Required

(21 of 30 credits must be taken at RCC)

PLG 101*	Introduction to Paralegalism
PLG 102	Legal Research and Writing p
PLG 103	Civil Litigation p
PLG 105	Domestic Relations p
PLG 106	Computerized Legal Applications p
PLG 107	Contracts p
PLG 108	Real Estate Practice p
PLG 109	Elder Law, Estate Planning and Probate p
PLG 110	Tort Law p
PLG 111**	Advanced Legal Research and Writing p

Only students who have completed an Associate of Arts or Science degree or higher are eligible to enroll in this Certificate program.

According to the American Bar Association, “a legal assistant or paralegal is a person qualified by education, training or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work, for which the lawyer is responsible.” Paralegals are not licensed and always work under the supervision of an attorney. The goal of both the degree and certificate programs is to prepare students to become entry-level paralegals.

*PLG 101 is a prerequisite or corequisite for all other PLG courses: Exceptions can be made by permission of the department chair.

**PLG 102 is a prerequisite for PLG 111

30 credits

PERFORMING ARTS

Associate in Arts:

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Patricia Maloney-Titland	ptitland@sunyrockland.edu
Department Support Staff:	Rosemary Witte	rwwitte@sunyrockland.edu
Educational Support Staff:	Christopher Plummer	cplummer@sunyrockland.edu
Department Office:	Cultural Arts Center, Room 7101	Phone: 845-574-4471

Purpose: The Performing Arts program will provide students with the necessary liberal arts and specialized courses needed for transfer to a four-year institution. Students who enroll in the program can choose a discipline in music, dance and/or theater. The program provides students with the opportunity to work alongside performing arts professionals including designers, composers, actors, directors and choreographers.

Occupational Objectives: The Performing Arts program will prepare students for transfer to a baccalaureate program to continue their education in theater, music, dance, film or education programs. Students can also seek employment with film and television studios, theater companies, dance studios and other related areas.

Program Goals: The program will provide students with a dynamic and wide array of practical performance and industry related courses to prepare them for a career in the field of performing arts. Courses in the performing arts discipline will encompass artistic exploration, cognitive awareness of the performing process and/or a theatrical foundation for artistic action.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the fundamental and practical concepts and applications within the performance industries
- Demonstrate the practical applications of skills necessary for performance
- Develop and demonstrate skills essential to plan and build resumes for use within the performance industries
- Develop and apply research skills regarding performance business and character study
- Develop and apply a variety of culturally diverse and communicative skills

PERFORMING ARTS**AA****HEGIS Code 5610**

English		12 Credits Required	Performing Arts Concentration	24 Credits Required
ENG 101	English Composition I		Options Choose A, B, or C	
ENG 102	English Composition II		A. Music	24 Credits Required
ENG	Literature Elective p		PER 110	Introduction to Performing Arts
ENG	Literature Elective p		MUS 101	Music Appreciation
			MUS 107	Songwriting Workshop
Pluralism and Diversity		3 Credits Required	MUS 201	Basic Musicianship
MUS 120	Music in America (or PDA equivalent by advisement)		MUS 202	Harmony p
			MUS 105	Ear Training
			MUS/PER	Elective
			MUS/PER	Elective
Social Science		9 Credits Required		
PSY 103	General Psychology		B. Dance	24 Credits Required
Select 6 additional credits from the following codes:			PER 110	Introduction to Performing Arts
ANR, ECO, GEO, HIS, POL, PSY, SOC			PER 112	Modern Dance I
			PER 113	Modern Dance II
Mathematics		3 Credits Required	PER 123	Jazz Dance I
Select MAT 101 or higher at the highest appropriate level by placement and advisement.*			PER 127	Dance Improvisation
*Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 vary among four-year colleges.			MUS/PER	Elective
			MUS/PER	Elective
			MUS/PER	Elective
Science		6 Credits Required	C. Theater	24 Credits Required
Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI			PER 110	Introduction to Performing Arts
			PER 161	Shakespeare on Stage (Permission of instructor)
			PER 201	Acting I
			PER 202	Acting II p
			PER 156	Physical Acting for the Stage
Humanities		6 Credits Required	Select either:	
Select courses from the following codes: ART, ARA, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA, MUS, PER*, PHL, RLS, RUS, SPA, SPE			MUS 134	Beginning Voice or
*Performance practicum strongly recommended.			PER 211	Singing for Musical Theater
			MUS/PER	Elective
			MUS/PER	Elective
			Physical Education	3 Credits Required
			PER 112, 113, 118, 123, 124, 127, 156 or 157 are recommended if they are not required by the student's concentration.	

66 credits

NOTE: Students must consult with a faculty advisor in the PERFORMING ARTS DEPARTMENT each semester to plan their course of study.

PHILOSOPHY AND RELIGIOUS STUDIES

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Neal Kreitzer	nkreitze@sunyrockland.edu
Department Support Staff:	Andrea Narcisco	anarcisc@sunyrockland.edu
Department Office:	Academic II, Room 2150	Phone: 845-574-4326

Purpose: The Philosophy discipline will help students examine and develop perspectives on the nature of the universe, self and society. It stimulates and broadens one's interest in the fundamental questions and mysteries that have always fascinated the human mind.

Part of understanding today's global society is an understanding of the diverse religious cultures throughout the world. Courses in Religious Studies explore the areas of humanity, tradition, cultures and comprehensive worldviews.

Students interested in a degree in philosophy or religious studies can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in philosophy or religious studies can continue their education by transferring to a four-year institution. Upon completion of their education, students can obtain positions in education, law, public administration, ministry and other related areas.

Discipline Goals: The philosophy and religious studies discipline will provide students with the ability to understand, define and analyze the concept of morality, ethics, aspects of the human experience, and the relationship between traditions and culture.

Student Learning Outcomes: Upon successful completion of courses in philosophy and religious studies, students will be able to:

- Understand the perspectives and worldviews of philosophical and religious traditions from different cultures and civilizations
- Understand how philosophy and religious studies relate to the individual and society
- Understand the social, political and cultural issues in today's global society
- Demonstrate critical thinking skills
- Demonstrate an understanding of diverse points of view and independent thinking
- Demonstrate command of research skills

PHOTOGRAPHY

Associate of Science

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Emily Dennis Harvey	eharvey@sunyrockland.edu
Department Support Staff:	Caryn Costa	ccosta2@sunyrockland.edu
Educational Support Staff:	Brooke Evans	bevans@sunyrockland.edu
	Lili Grady	lgrady@sunyrockland.edu
	Lena Hyun	lhyun@sunyrockland.edu
Department Office:	Cultural Arts Center Room 7111	Phone: 845-574-4268

Purpose: The Photography program will provide students with an understanding and development of creative expression, visual awareness and technical skills required for a career in photography. The AS degree in Photography is for students who want to work in the field of photography and plan on pursuing a baccalaureate degree at a four-year institution.

Occupational Objectives: The AS degree in Photography allows students to build a foundation of art, photography and liberal arts courses. Students who are successful in this degree program and programs to which they may transfer may find positions in fashion or product photography, portrait and wedding photography, photojournalism or other related areas.

Program Goals: The degree will provide talented and motivated photographers with the knowledge and skills to help them shape a future that best employs their abilities and fulfills their passions. Students will be exposed to a variety of both digital and traditional photographic processes. Courses in artistic communication will prepare students for a wide range of methods of the visual expression necessary in today's photographic market.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Understand the terminology and use of technical materials as it relates to photography
- Develop and expand their personal creative voice and pre-visualization and conceptualization skills
- Demonstrate knowledge of computers, software and digital imaging skills
- Demonstrate the ability to operate all camera formats and techniques

PHOTOGRAPHY

AS

HEGIS Code 5007

English		6 Credits Required	Photography Concentration	31 Credits Required
ENG 101	English Composition I		Foundation Requirements	18 Credits Required
ENG 102	English Composition II p		ART 102	Figure Drawing I
Pluralism and Diversity		3 Credits Required	ART 111	2D Design I
ART 136	Race, Class, Gender in American Art (or PDA equivalent by advisement)		ART 112	2D Design II p
Social Science		3 Credits Required	ART 113	3D Design
Select courses from the following codes: ANR, ECO, GEO, HIS, POL, PSY, SOC			ART 121	Drawing Fundamentals
Mathematics		3 Credits Required	ART 130	B/W Camera & Darkroom I
Select MAT 101 or higher at the highest appropriate levels by placement and advisement.* *NOTE: Students should be aware that many four-year colleges do not accept Math 101 for transfer credit. Policies toward granting credit for Math 102 vary among four-year colleges.			ART 280	Digital Art & Design
Science		3 Credits Required	ART 950	Careers in Art
Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI			Photography Requirement	9 Credits Required
Humanities		9 Credits Required	ART 131	Black & White Camera and Darkroom II
ART 119	Art History I		ART 133	Color Photography p
ART 120	Art History II		ART 288	Digital Imaging p
ART 134	History of Photography		ART 962	Alternative Processes p
Arts and Sciences		6 Credits Required	Fine Art Requirement	4 Credits Required
Select courses from the following codes: ANR, ARA, ASL, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE			ART 176	Printmaking Workshop I
			Select one of the following three courses	
			ART 106	Painting I
			ART 219	Sculpture I
			ART 910	Color Theory
			Physical Education	3 Credits Required
			Select three courses from: Any PED course(s) REC 205: Community CPR & First Aid REC 207: CPR for the Professional Rescuer PED courses earn Pass/Fail grades; REC courses earn letter grades.	
				<u>67 credits</u>
			NOTE: Students must consult with a faculty advisor in the ART DEPARTMENT each semester to plan their course of study.	
			Art 101 (Art Appreciation), ART 129 (Digital Photography) and ART 118 (Art of Western World), may not be used to fulfill any ART degree requirements or electives.	

PHYSICAL EDUCATION

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Patti Zodda	pzodda@sunyrockland.edu
Department Support Staff:	Karen Griffith	kgriffit@sunyrockland.edu
Department Office:	Fieldhouse, Room 5121	Phone: 845-574-4451

Purpose: Physical Education is an important part of living a healthy lifestyle. SUNY Rockland offers a variety of physical education courses that will provide the student with the ability to sustain lifelong wellness through appropriate practices applicable to their personal interest.

Students interested in a degree in physical education can begin their educational goals by pursuing the Physical Education Studies degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue careers in physical education can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in education, athletic training, fitness and other related areas.

Discipline Goals: The physical education discipline will provide students with the knowledge base to take control of their lifelong personal health and wellness. Students will be able to effectively manage their personal health and well being, promote physical activity to those around them, and incorporate what they have learned into their daily living.

Student Learning Outcomes: Upon successful completion of courses in physical education, students will be able to:

- Develop fundamental concepts that promote lifelong health and wellness with a sense of confidence and expertise
- Demonstrate a variety of skills necessary to plan and safely execute physical activities aligned with their personal interest
- Develop a variety of skills related to learning how to monitor and evaluate various health and related indicators

PHYSICAL EDUCATION STUDIES

Associate of Science

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Patti Zodda	pzodda@sunyorkland.edu
Department Support Staff:	Karen Griffith	kgriffit@sunyrockland.edu
Department Office:	Fieldhouse, Room 5121	Phone: 845-574-4451

Purpose: The AS degree in Physical Education Studies is for students who would like to pursue a career in the field of physical education, exercise science, or other health/wellness related field. Students who complete the program will be prepared to transfer to a four-year institution to continue their education and career goals.

The AS degree in Physical Education Studies provides instruction in a variety of areas including racquet and team sports, aerobic and anaerobic fitness, athletic training, exercise science, lifeguarding and more.

Occupational Objectives: The field of physical education studies offers many employment opportunities. Possible career paths include athletic training, education, recreation, exercise science and other related areas.

Students who wish to further their education may transfer to a four-year institution to complete a baccalaureate degree in physical education or other related area. Students looking for immediate employment may pursue careers in recreational facilities that do not require baccalaureate degrees.

Program Goals: The goal of the program is to provide students with a foundation that introduces them to the physical education and exercise science field of study. Students will be encouraged to become involved on campus in a variety of activities such as athletics, intramurals and club programs.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Design activity lesson plans for racquet sports, team sports, aerobic and anaerobic conditioning classes
- Analyze the history and philosophy of physical education and how it has progressed into the American school system
- Develop a foundation in biological sciences
- Develop a variety of skills related to learning core concepts in community wellness, injury prevention and administration
- Demonstrate proficiency in aquatic skills

PHYSICAL EDUCATION STUDIES

AS

HEGIS Code 5299

English	6 Credits Required	Physical Education Studies Concentration	15-16 Credits Required
ENG 101 English Composition I		Core Requirements	7 Credits Required
ENG 102 English Composition II p		PES 101 Racquet Sports	
Pluralism and Diversity	3 Credits Required	PES 102 Team Sports	
PDA 101 Pluralism and Diversity (or equivalent by advisement)		PES 103 Aerobic Fitness	
Social Science	9 Credits Required	PES 104 Anaerobic Fitness	
PSY 103 General Psychology		PES 111 Introduction to Physical Education	
PSY 212 Psychology of Childhood p		Elective Requirements	8-9 Credits Required
Select one History course from below:		Select Six Credits	
HIS 201 U.S. History I		FIT 212 Introduction to Exercise Science	
or		PES 112 Introduction to Athletic Training	
HIS 202 U.S. History II		PES 113 Care and Prevention of Athletic Injuries	
or		PES 114 Community Health and Wellness	
HIS 101 History of Western Civilization I		Select Two Credits	2 Credits Required
or		PES/PED 140 Swimming I	
HIS 102 History of Western Civilization II		PES/PED 141 Swimming II	
Mathematics	3-4 Credits Required	PES/PED 145 WSI - Water Safety Instruction	
One general education math elective		PES/PED 146 Lifeguard Training	
Science	16 Credits Required	*Select One Course	
BIO 105 General Biology I		REC 205 Community CPR and First Aid	
BIO 106 General Biology II p		REC 207 CPR for the Prof. Rescuer	
BIO 110 Anatomy and Physiology I			
BIO 111 Anatomy and Physiology II p			
Humanities	6 Credits Required		
SPE 101 Fundamentals of Speech			
One additional general education elective selected from the following codes: ART, COM, ENG, MUS, PER, PHL, SPE			<u>65-67 credits</u>
Arts and Science	3 Credits Required		
One general education elective selected from the following codes: ART, CAD, ENG, MUS, PER			
Foreign Language	4 Credits Required		
One general education elective selected from the following codes: ASL, FRE, GER, HEB, ITA, RUS, SPA			

NOTE: Students must consult with a faculty advisor in the Physical Education Studies each semester to plan their course of study.

PLURALISM AND DIVERSITY

Division:	Business and Information Technology	
Division Chair:	Nicole Hanaburgh	nhanabur@sunyrockland.edu
Department Support Staff:	Carol Neligan	cneligan@sunyrockland.edu
Department Office:	Technology Center, Room 8307	Phone: 845-574-4731

Purpose: Pluralism and Diversity provides students with an understanding of the commonalities and diversity of their community and the world. SUNY Rockland views providing students with an understanding of the many cultures within our society so important that every degree program offered at the College requires students to complete a three-credit course in pluralism and diversity.

Students interested in studying the field of pluralism and diversity can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in pluralism and diversity can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in business, education, government, social services and other related areas.

Discipline Goals: The pluralism discipline will provide students with the ability to understand, define and analyze the concept of pluralism and diversity as it relates to gender, heritage, ethnicity race and stereotypes. Student will develop the skills necessary to think critically about competing values in our democratic society.

Student Learning Outcomes: Upon successful completion of pluralism and diversity, students will be able to:

- Define and discuss the concepts of race, ethnicity, culture, class, heritage, gender, sexual orientation, religion, stereotypes, minority and dominant groups
- Define racism, sexism, prejudice and discrimination and be able to discuss why they develop
- Discuss the effects of changing demographics on American society and the world

POLITICAL SCIENCE

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: Political Science provides students with an understanding of political and analysis of political and government institutions and their processes. Students will explore the conduct of government and the creation of government policy and study the structure and activities of political parties and the social, cultural, ethnic and historical factors that drive these activities.

Students interested in a degree in political science can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in political science can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in politics, education, public service and other related areas.

Discipline Goals: The political science discipline will provide students with the ability to understand the basic rights and responsibilities of citizenship; and the philosophical and theoretical foundations of government and the political process.

Student Learning Outcomes: Upon successful completion of political science, students will will be able to:

- Define important terms and regarding politics and government
- Understand and analyze the formal institutional systems of government
- Understand the nature of politics and be able to distinguish it from government
- Comprehend public policy making as the result of the interaction between government policies and political action

PSYCHOLOGY

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: Psychology provides students with an understanding of human emotion and motivation, as well as the biological foundation of behavior and mental processes. Students will explore how science is used to study various mental disorders, their symptoms and treatment.

Students interested in a degree in psychology can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in psychology can continue their education by transferring to a four-year institution. Upon completion of their education, students can obtain positions in counseling, education, management, government, health services and other related areas.

Discipline Goals: The psychology discipline will provide students with the ability to understand the historic background and concepts of the major theories and schools of psychology. Students will examine the major theories of human development across cultures and gender.

Student Learning Outcomes: Upon successful completion of psychology, students will be able to:

- Define motivation, emotion, sensation and perception and their role in human behavior
- Identify the basic assumptions behind the major theories of personality
- Apply social psychological principles to such contemporary issues as racism, sexism, ageism, violence, and pro-social behavior
- Understand the biological foundations of behavior and mental processes

SCIENCE

Associate of Arts

Associate of Science

Division:	Math, Natural and Health Sciences	
Division Chair:	Sr. Marie Buckley	mbuckley@sunyrockland.edu
Department Chair:	Nahed Salama	nsalama@sunyrockland.edu
Department Support Staff:	Susan Kapral	skapral@sunyrockland.edu
Department Office:	Academic I, Room 1101	Phone: 845-574-4203

Purpose: Courses in science and mathematics provide students with a foundation for more specialized and advanced areas of study in a baccalaureate program. Courses for these degree areas are comprised of a variety of disciplines including, biology, chemistry, physics, engineering, science and mathematics.

The AS degree is recommended for those students who plan to pursue a bachelor's degree in science, engineering or mathematics.

The AA degree is recommended for those students whose transfer plans require science and/or math, but who will be working toward other majors.

Occupational Objectives: Upon completing the program, students will be prepared for transfer to a four-year institution where they can further their education in an area of their choosing. Students who are successful in this degree program and the programs to which they may transfer may find positions in education, ecology, physics, chemistry, engineering, scientific or technical writing, health professions, or related areas.

Program Goals: The program will provide students with an understanding of the life sciences through the study of the structure and function of a variety of living organisms and ecosystems. Students will learn the necessary critical thinking skills required to study the field of science of their choosing.

Chemistry and physical science expose students to the study of atomic and molecular composition, structure, properties, motion, energy, and the reaction of matter.

Physics explores the basic understanding of the physical laws that explain all phenomena that occur in nature, and to the experimental character of science.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop critical knowledge in the areas of biology, chemistry, engineering or physics
- Develop research skills and an understanding of the scientific method
- Develop an understanding of the role and responsibility of the scientific community in the solution to global problems
- Understand the use of technology in research, learning, direct investigation and experimental analysis
- Apply abstract concepts to concrete, real-world problems

LIBERAL ARTS AND SCIENCES: MATHEMATICS AND SCIENCE

AA

HEGIS Code 5649

Those students who plan to pursue a bachelor's degree in math and/or science should pursue the AS in Mathematics and Science. This degree is recommended for those students whose transfer plans require college math and/or science, but who will be working toward other majors.

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II p

Pluralism and Diversity 3 Credits Required

PDA 101 Pluralism and Diversity in America
(or equivalent by advisement)

Social Science 6 Credits Required

Select courses from the following codes:
ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics 6 or 9 Credits Required**

Select MAT 102 or higher at the highest appropriate level by placement and advisement.

Policies toward granting credit for Math 102 vary among four-year colleges.

** See note

Science 8 or 11 Credits Required**

Select courses at the appropriate levels from the following codes: BIO, CHM, ENR, PHY, SCI

** Special Note:

All students must complete a total of at least five (5) courses in Mathematics and Science. Those following the Math sequence should complete three (3) math courses and two (2) lab Science courses. Those following the Science sequence should complete two (2) math courses and three (3) science courses, (two of which must be lab sciences).

Humanities 3 Credits Required

Select courses from the following codes:
ART, ARA, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA, MUS, PER, PHL, RLS, RUS, SPA, SPE

Arts and Sciences 15 Credits Required

Select courses from the following codes:
ANR, ARA, ASL, ART, BIO, CHI, CHM, COM, ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA, LSK*, MAT, MUS, PDA, PER, PHL, PHY, POL, PSY, RLS, RUS, SCI, SOC, SPA, SPE

*NOTE: Only 6 credits of LSK courses may be counted toward a degree.

Unrestricted Electives 12 Credits Required

Select any credit courses except Physical Education
At least one computer studies course is strongly recommended.

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
REC 205: Community CPR & First Aid
REC 207: CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses earn letter grades.

62 - 68 credits

NOTE: Students should consult a faculty adviser in the math or science department each semester to plan their course of study.

Students pursuing a degree in liberal arts and sciences are permitted to accumulate no more than sixteen credit-hours in any one department (for example: BIO, ENG or POL). Transfer students, or students changing degree programs, may not apply more than sixteen credit-hours in any one department toward a degree in the liberal arts and sciences. Note: ENG 101 and ENG 102 are not considered part of the English Department limitation.

LIBERAL ARTS AND SCIENCES: MATHEMATICS AND SCIENCE

AS

HEGIS Code 5649

This degree is recommended for those students who plan to pursue a bachelor's degree in math or science.

English **6 Credits Required**
 ENG 101 English Composition I
 ENG 102 English Composition II p

Pluralism and Diversity **3 Credits Required**
 PDA 101 Pluralism and Diversity in America
 (or equivalent by advisement)

Social Science **6 Credits Required**
 Select courses from the following codes:
 ANR, ECO, GEO, HIS, POL, PSY, SOC

Mathematics** **8 or 16 Credits Required**
 Select MAT 109 or higher at the
 highest appropriate level by placement and advisement.

Science** **8 or 16 Credits Required**
 Select two lab science courses at the appropriate levels from
 the following codes: BIO, CHM, PHY

**Special Note:

All students must complete a total of at least 24 credits in Mathematics and Science. Those following the Math sequence should complete 16 math credits and 8 lab science credits. Those following the Science sequence should complete 16 science credits and 8 math credits. Students must consult a faculty adviser in the Math or Science Department each semester to plan their course of study.

Humanities **3 Credits Required**
 Select courses from the following codes:
 ART, ARA, ASL, CHI, COM, ENG, FRE, GER, HEB, ITA,
 MUS, PER, PHL, RLS, RUS, SPA, SPE

Arts and Sciences **9 Credits Required**
 Select courses from the following codes:
 ANR, ARA, ASL, ARA, ART, BIO, CHI, CHM, COM,
 ECO, ENG, ENR, FRE, GEO, GER, HEB, HIS, ITA,
 LSK*, MAT, MUS, PDA, PER, PHL, PHY, POL,
 PSY, RLS, RUS, SCI, SOC, SPA, SPE

* NOTE: Only 6 credits of LSK courses may be counted toward a degree.

Unrestricted Electives **12 Credits Required**
 Select any credit courses except Physical Education
 At least one computer course is recommended

Physical Education **3 Credits Required**
 Select three courses from: Any PED course(s)
 REC 205: Community CPR & First Aid
 REC 207: CPR for the Professional Rescuer
 PED courses earn Pass/Fail grades; REC courses earn letter grades.

66 credits

SOCIOLOGY

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Bruce Delfini	bdelfini@sunyrockland.edu
Department Support Staff:	Joan Asch	jasch@sunyrockland.edu
Department Office:	Academic II, Room 2231	Phone: 845-574-4331

Purpose: Sociology provides students with an understanding of the development, structure, interaction and collective behavior of organized groups of human beings. Sociologists are involved in the scientific analysis of social institutions as a functioning whole and as they relate to society.

Students interested in a degree in sociology can begin their educational goals by pursuing the Liberal Arts and Sciences: Humanities and Social Science degree at SUNY Rockland.

Occupational Objectives: Students who wish to pursue a career in sociology can continue their education by transferring to a four-year institution. Upon completion of their education students can obtain positions in education, government, public service, social research and other related areas.

Discipline Goals: The sociology discipline will provide students with the ability to understand and analyze major social institutions, processes, and the forces of social change. Students will examine the forces of modernization and globalization upon society as well as one's own place in that society.

Student Learning Outcomes: Upon successful completion of sociology, students will be able to:

- Develop skills in discerning, describing and analyzing major social relations and institutions
- Demonstrate command and comprehension of sociological concepts and terminology
- Demonstrate the ability to clearly, logically, and thoroughly identify and assess the essential characteristics, value, and limitations of sociological research methods

SPEECH

Associate of Arts

Division:	Humanities, Social and Behavioral Science	
Division Chair:	Martha Rottman	mrottman@sunyrockland.edu
Department Chair:	Wilma Frank	wfrank@sunyrockland.edu
Department Support Staff:	Andrea Narciso	anarciso@sunyrockland.edu
Department Office:	Academic II, Room 2150	Phone: 845-574-4326

Purpose: The Speech program will provide students with the necessary liberal arts and specialized courses needed for transfer to a four-year institution. Students who enroll in the program can choose a discipline in performance, speech pathology, communication theory or journalism. The program provides students with the opportunity to develop and enhance their communication skills for personal and professional development.

Occupational Objectives: The Speech program will prepare students for transfer to a baccalaureate program to continue their education in speech pathology, journalism, rhetoric/communication theory, speech performance or other related majors.

Program Goals: The program will provide students with an effective, rigorous, and dynamic liberal arts and theoretical and practical speech and communication studies based program. Courses in the speech discipline will provide students with an understanding of the complexity and diversity of social values and viewpoints with respect to speech and communication.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Identify the fundamental concepts that characterize speech and communication studies
- Demonstrate a variety of skills to share knowledge and values effectively, including oral and written communication, planning and implementation skills
- Develop a variety of skills related to core concepts in speech and communication including critical thinking, reasoning and problem solving skills
- Evaluate the core concepts in speech and communication within an interdisciplinary liberal arts context

LIBERAL ARTS AND SCIENCE: SPEECH AND COMMUNICATION STUDIES

AA

HEGIS Code: 5606

English/Basic Communication 12 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II
English Literature Elective
English Literature Elective

Pluralism and Diversity 3 Credits Required

PDA/SPE 223 Diversity in American Speech and Language

Social Science 6 Credits Required

One Social Science Gen Ed Elective Required
ANR, ECO, GEO, HIS, PDA, POL PSY SOC
American History Gen Ed Elective
HIS 201 or HIS 202

Mathematics 3-4 Credits Required

One Mathematics Gen Ed Elective Required
MAT 102 (or higher by advisement)

Science 6-8 Credits Required

One Natural Science Gen Ed Elective Required
One additional Natural Science Elective
BIO, CHM, ENR, PHY, SCI

Humanities 3 Credits Required

One Humanities Gen Ed Requirement
ART, COM, ENG, MUS, PER, PHL, SPE

Arts 3 Credits Required

One Arts Gen Ed Requirement
ART, CAD, ENG, MUS, PER

Unrestricted Elective 9-12 Credits Required

Select any credit courses except Physical Education.
*Only three credits of Life Skills may be counted toward the degree.

Two sequential courses in either American Sign Language (ASL) or foreign language is strongly recommended. American Sign Language is strongly recommended for students fulfilling the Speech Pathology Option.

Speech Communication Studies

Concentration 12 Credits Required

Core Requirements 3 Credits Required

SPE 101 Fundamentals of Speech

* Please Note: SPE 110-112 are 1 credit each

Concentration Elective Category

(Choose One Category) 9 Credits Required

Option I: Performance Classes 9 Credits Required

SPE 110 Interpersonal Communication*
SPE 111 Listening*
SPE 112 Interviewing*
SPE 201 Small Group Communication
SPE 204 Debate Fundamentals
SPE 205 Performance Reading
SPE 206 Voice and Diction
SPE 212 Speech for the Classroom Teacher
SPE 271 Intercultural Conversation Practicum
SPE 273 Speech/Debate Practicum

Option II:

Speech Pathology Classes 9 Credits Required

SPE 210 Introduction to Speech and Language Therapy
SPE 211 Introduction to Speech and Language Development

Choose 3 Credits from the following:

SPE 201 Small Group Communication
SPE 206 Voice and Diction
SPE 212 Speech for the Classroom Teacher
SPE 271 Intercultural Conversation Practicum
SPE 273 Speech/Debate Practicum

Option III:

Communication Theory Classes 9 Credits Required

SPE 110 Interpersonal Communication*
SPE 203 Power, Persuasion and Propaganda
SPE 204 Debate Fundamentals
SPE 206 Voice and Diction
SPE 211 Introduction to Speech and Language Development
SPE 216 Freedom of Speech: Theories and Controversies
SPE 273 Speech/Debate Practicum

Option IV: Journalism Classes

9 Credits Required

SPE 112 Interviewing*
ENG 217 Introduction to Journalism
ENG 218 News Writing and Editing
SPE 203 Power, Persuasion and Propaganda
SPE 216 Freedom of Speech: Theories and Controversies
SPE/MKT 250 Introduction to Public Relations
ENG 273 Writing Practicum and Internships
SPE 273 Speech/Debate Practicum

Physical Education

3 Credits Required

Select three courses from: Any PED course(s)
REC 205 Community CPR & First Aid
REC 207 CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses earn letter grades.

NOTE: Students must consult with a faculty advisor in the SPEECH DEPARTMENT each semester to plan their course of study.

Total: 60-66 Credits

TEACHER EDUCATION TRANSFER PROGRAMS

Associate of Science Certificate

Purpose: The Teacher Education program currently offers three degrees to prepare students to transfer and complete their teacher certification requirements. Programs in Adolescence, Childhood and Early Childhood education will prepare students for a career in teaching. Students will begin their general education/liberal arts requirements, major concentration requirements in either English, history, mathematics, science, social science or foreign languages as well as the required foreign language requirements.

The certificate program is for students who are seeking a career in early childhood settings such as: Head Start Centers, pre-K programs, nursery schools and childcare centers.

Occupational Objectives: The AS Teacher Transfer program will prepare students to transfer to a baccalaureate program to continue their education in early childhood education (Birth – grade 2), childhood education (Grades 1-6) or adolescence education (Grades 7-12). Students who complete the program and want to seek immediate employment may obtain employment as teaching assistants.

Program Goals: The program will provide students with an effective, rigorous, and dynamic liberal arts and theoretical based program that will assist students in becoming effective teaching professionals. Students enroll in course work that will prepare them for the required Liberal Arts and Sciences (LAST) New York State Teacher Certification Exam.

Student Learning Outcomes: Upon successful completion of this program, students will be able to:

- Develop and demonstrate mastery of effective verbal, non-verbal and written communication skills
- Develop critical thinking and problem solving skills
- Develop and demonstrate knowledge of core theories and practices of child and/or adolescence growth and development
- Develop an understanding of the many cultures and family configurations in society as well as an awareness of the racial, ethnic, equity, justice and gender issues facing youth in schools today
- Develop a sense of professionalism and exhibit high ethical standards in all dealings with colleagues, adults, children and families

LIBERAL ARTS AND SCIENCE-CHILDHOOD EDUCATION (TEACHER EDUCATION TRANSFER) AS

HEGIS Code: 5608

English/Basic Communication 9 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II p
SPE 101 Fundamentals of Speech

Pluralism and Diversity 3 Credits Required

PDA 101 Pluralism and Diversity in America
(or equivalent by advisement)

Social Science 6 Credits Required

PSY 103 General Psychology
American History Gen Ed Elective
or
Western Civilization Gen Ed Elective

Mathematics 3-4 Credits Required

MAT 102 Intermediate Algebra
(or higher by advisement, must be a gen ed math course)

Science 6-8 Credits Required

Choose one Natural Science Gen Ed Elective
and one physical science with at least one laboratory
science course recommended.
Chooses courses at the appropriate level from the
following codes: BIO, CHM, PHY, SCI

Humanities 3 Credits Required

Choose one Humanities Gen Ed elective from the
from the following codes: ART, COM, ENG, MUS,
PER, PHL, RLS, SPE

Foreign Language 8 Credits Required

Choose one Gen Ed elective and one other
foreign language course selected from the following codes:
ARA, ASL, CHI, FRE, GER, HEB, ITA, RUS, SPA

(it is recommended that students take both language
courses in the same discipline)

Childhood Education

Concentration Requirements* 24 Credits Required

Core Requirements 9 Credits Required

Math Elective (MAT 105 recommended)
PSY 212 Psychology of Childhood
SOC 144 Foundations of Education

NYSED Liberal Arts

Concentration Requirement 9 Credits Required

Concentration requirement for teachers by taking transferable
credits in one of the following areas:
BIO, CHM, ENG, HIS, MAT, PHY, Foreign Language
or Social Studies.

Childhood Elective Requirements 6 Credits Required

Choose any courses but Physical Education
(Recommended Childhood courses:
PSY 145, PSY 146, PSY 148, PSY 150, PSY 151)
*(Colleges have different concentration choices, seek advisement)

Physical Education 3 Credits Required

Select three courses from: Any PED course(s)
REC 205 Community CPR & First Aid
REC 207 CPR for the Professional Rescuer
PED courses earn Pass/Fail grades; REC courses learn letter grades

65-67 credits

Note: Students must consult with a faculty advisor in the Teacher
Education Transfer Department each semester to plan their course
of study.

Note: SUNY New Paltz requires that students transferring into
their Childhood Education program must complete Basic Physical
Geography and Math for Elementary School Teachers I. To satisfy
these requirements, students at RCC will take GEO/SCI 210,
Physical Geography as their Natural Science Elective and MAT
105, Math for the Classroom Teacher as their Math Elective.

LIBERAL ARTS AND SCIENCE-EARLY CHILDHOOD EDUCATION (TEACHER EDUCATION TRANSFER)

AS

HEGIS Code: 5608

<p>English/Basic Communication 9 Credits Required ENG 101 English Composition I ENG 102 English Composition II p SPE 101 Fundamentals of Speech</p> <p>Pluralism and Diversity 3 Credits Required PDA 101 Pluralism and Diversity in America (or equivalent by advisement)</p> <p>Social Science 6 Credits Required PSY 103 General Psychology American History Gen Ed Elective or Western Civilization Gen Ed Elective</p> <p>Mathematics 3-4 Credits Required MAT 102 Intermediate Algebra (or higher by advisement, must be a gen ed math course)</p> <p>Science 6-7 Credits Required Choose one Natural Science Gen Ed Elective from the following codes: BIO, CHM, PHY, SCI and CHM 111 Human Nutrition and Science or CHM 112 Science of Functional Nutrition or BIO 103 Intro to Human Biology</p> <p>Humanities 3 Credits Required Choose one Humanities Gen Ed elective from the following codes: ART, COM, ENG, MUS, PER, PHL, RLS, SPE</p> <p>Arts and Science 3 Credits Required Choose one Arts Gen Ed elective from the following codes: ART, CAD, ENG, MUS, PER, SPE</p> <p>Foreign Language 8 Credits Required Choose one Gen Ed elective and one other foreign language course selected from the following codes: ARA, ASL, CHI, FRE, GER, HEB, ITA, RUS, SPA (it is recommended that students take both language courses in the same discipline)</p>	<p>Early Childhood Education Concentration Requirements* 24 Credits Required Core Requirements 9 Credits Required Math Elective (MAT 105 recommended) PSY 212 Psychology of Childhood SOC 144 Foundations of Education</p> <p>NYSED Liberal Arts Concentration Requirement 9 Credits Required Concentration requirement for teachers by taking transferable credits in one of the following areas: BIO, CHM, ENG, HIS, MAT, PHY, Foreign Language or Social Studies.</p> <p>Early Childhood Elective Requirements 6 Credits Required Choose any courses but Physical Education (Recommended Childhood courses: PSY 145, PSY 146, PSY 148, PSY 150, PSY 151) *(Colleges have different concentration choices, seek advisement)</p> <p>Physical Education 3 Credits Required Select three courses from: Any PED course(s) REC 205 Community CPR & First Aid REC 207 CPR for the Professional Rescuer PED courses earn Pass/Fail grades; REC courses learn letter grades</p>
	<p><u>68-70 credits</u></p>
	<p>Note: Students must consult with a faculty advisor in the Teacher Education Transfer Department each semester to plan their course of study.</p> <p>Note: SUNY New Paltz requires that students transferring into their Childhood Education program must complete Basic Physical Geography and Math for Elementary School Teachers I. To satisfy these requirements, students at RCC will take GEO/SCI 210, Physical Geography as their Natural Science Elective and MAT 105, Math for the Classroom Teacher as their Math Elective.</p>

EARLY CHILDHOOD DEVELOPMENT CERTIFICATE

HEGIS Code 5503

English 6 Credits Required

ENG 101 English Composition I
ENG 102 English Composition II

Although there is no specific mathematics requirement for this certificate, students must take the mathematics assessment. In order to graduate, they must be assessed at MAT 101 (or higher) or receive a passing grade in the required pre-MAT 101 course.

Science 3 Credits Required

CHM 111 Human Nutrition Science
 or alternative science course, by advisement.

Humanities 3 Credits Required

Select **one** from following four courses

SPE 101 Fundamentals of Speech
SPE 201 Small Group Communication
SPE 206 Voice and Diction
SPE 212 Speech for the Classroom Teacher

Early Childhood Development Concentration 20 Credits Required

Core Requirements - Check prerequisite requirements for all courses:

PSY 145 Introduction to Early Childhood
PSY 147 Learning Experiences for Young Children
PSY 148 Creative Arts for Young Children
PSY 150 Applied Early Childhood Development I p
PSY 151 Applied Early Childhood Development II p
REC 205 First Aid and Community CPR

Elective Requirements 3 Credits Required

Select one of the following three courses:

PSY 146 The Exceptional Child
PSY 149 Infant/Toddler Development
PSY 212 Psychology of Childhood

32 credits

For information or advisement, contact Debra Tietze 574-4562 or 574-4331

Course Descriptions



ACCOUNTING

ACC 101

Principles of Accounting I

4 Credits, 4 Hours

Students will be introduced to the field of financial accounting. Emphasis will be placed on learning Generally Accepted Accounting Principles (GAAP), which will allow students to record and present financial information in a meaningful way. In addition to learning how to properly record a business transaction and prepare the financial statement according to GAAP, students will gain an understanding of how worksheets are prepared, prepare adjusting and closing entries, be introduced to special purpose journals, and the posting process, learn how to account for a merchandising business, learn the importance of internal controls and ethics, learn the proper accounting for short-term investments, notes and accounts receivable, learn various inventory costing methods and how to properly handle long-term assets (with particular emphasis on depreciation).

ACC 102

Principles of Accounting II

4 Credits, 4 Hours

Prerequisite: ACC 101

In the second half of the one-year course, students will further explore financial accounting concepts. Among the topics discussed will be accounting for partnerships and corporations, understanding current assets with a particular emphasis on payroll accounting, understanding the time-value of money and the role it plays in accounting for long-term assets, financial statement analysis, and how to prepare, interpret, and understand the cash flow statement. There will also be special emphasis on managerial accounting. Among the managerial accounting topics discussed will be budgeting, cost accounting systems, job-order costing, process order costing, and cost-volume-profit-analysis.

ACC 201

Intermediate Accounting I

4 Credits, 4 Hours

Prerequisite: ACC 101 and ACC 102

Comprehensive treatment of underlying theories in accounting principles and procedures for merchandising and manufacturing businesses; analysis and interpretation of financial statements and current GAAP (Generally Accepted Accounting Principles) guidelines regarding income determination, the accounting process and financial statements, cash and receivables, inventories, investments, asset acquisition, use (depreciation) and disposal, and present value techniques.

ACC 202

Intermediate Accounting II

4 Credits, 4 Hours

Prerequisite: ACC 101 and ACC 102 (ACC 202 can be taken before ACC 201 or even simultaneously with ACC 201 by advisement).

Comprehensive treatment of underlying theories in accounting principles and procedures for merchandising and manufacturing businesses; analysis and interpretation of financial statements and current GAAP (Generally Accepted Accounting Principles) guidelines regarding investments, liabilities, equity, pensions, leases, cash flow, income tax allocation and other reporting theories.

ACC 204

Cost Accounting

3 Credits, 3 Hours

Prerequisite: ACC 101 and ACC 102

Principles of cost accounting, cost element classifications, and processing of information and records necessary to complete the cost accounting cycle. Allocation of cost for materials, labor and overhead analysis as well as departmental cost accumulations; job order cost systems; process costing; standard costing; activity-based costing; budgetary processes and cost-volume-profit analysis.

ACC 210

Computer Application in Accounting

4 Credits, 4 Hours

Prerequisite: ACC 101

An elective course with in-depth, hands-on study of accounting and spreadsheet software packages to process accounting transactions and to analyze financial and managerial accounting problems. Emphasis is placed on learning the accountant's use and suitability of the following types of software: a general ledger program; a spreadsheet program, and use of the Internet to understand present value concepts.

AMERICAN SIGN LANGUAGE

ASL 101

American Sign Language I

4 Credits, 4 Hours

This is the first semester of a one-year introductory course designed for students who have no prior knowledge of American Sign Language. ASL I focuses on ASL grammar, core vocabulary, deaf culture and basic communication/conversational skills. Students will participate in group projects, interactive activities and videotaping.

ASL 102

American Sign Language II

4 Credits, 4 Hours

ASL 102 is the second semester of a one-year course. ASL 102 continues to expand a core vocabulary and develop the student's ability to use ASL grammar to promote fundamental communication/conversational skills. The course is designed to develop further awareness and understanding of cultural protocols of deaf culture. Students will participate in independent/group projects, interactive activities and videotaping.

ASL 201**Intermediate American Sign Language I
4 Credits, 4 Hours**

Prerequisite: ASL 102 or permission of the Department Chair

ASL 201 is a continuation of American Sign Language and deaf culture study, with opportunities to build more receptive and expressive sign vocabulary, sign structure grammar and phrases; use of signing space; social expression and body language; continuation of finger spelling and manual number.

ASL 202**Intermediate American Sign Language II
4 Credits, 4 Hours**

Prerequisite: Three years of high school, ASL 201 or permission of the Department Chair

ASL 202 is a sequence to Intermediate American Sign Language I and can be taken in conjunction with ASL 216. ASL 202 presents opportunity to build more receptive and expressive conversational sign vocabulary, improve use of ASL grammar, phrases, sign space, facial expression and body language, and focus on classifiers, space relationships, and other vital storytelling/conversation components.

ANTHROPOLOGY**ANR 201****Cultural Anthropology
3 credits, 3 hours**

This course introduces students to the central concepts, major research methods, and new trends in cultural anthropology. Adopting a cross-cultural perspective, this course examines the values, behavior and social relationships associated with a wide range of marriage and kinship systems, religions, and economic and political institutions. It also explores the relationship between culture and the individual as well as the dynamic forces involved in social change. By studying both human diversity and universal values, it attempts to foster students' intercultural understanding, to increase their global awareness, and to stimulate concern about the issues of cultural change and continuity in their own society. *Honors sections will do further in-depth research and presentations as well as a research paper.*

ANR 211**Prehistoric Archeology**

(Cross-listed with SCI 211)

3 credits, 3 hours

Spanning a period from five million years ago, this course examines crucial stages of human and cultural development by studying major sites, the life work of key archeologists, central theories of evolution, and critical archeological research methods. Stress is placed on developing a greater awareness of what it means to be human, of the dynamics of culture change, and of the complex inter-relationships among humans, other life forms and the environment.

Arabic**ARA 101****Elementary Arabic I****4 Credits, 4 Hours**

Elementary Arabic I begins the process of training the student to read and to respond orally to simple Modern Standard Arabic, the form of Arabic taught in the Arabic-speaking world from Morocco to the Arab Gulf. Writing in Arabic is also taught and drilled, but only to the extent that allows students to reinforce reading and speaking Arabic. Students will work individually and in pairs on audiotapes and computer software.

ARA 102**Elementary Arabic II****4 Credits, 4 Hours**

This course is designed for students who are already familiar with the fundamentals of the Arabic language (as covered in Arabic I). The course will help students develop a more rigorous understanding of Arabic grammar and will allow them to expand their vocabulary and improve their reading and oral skills.

ART**ART 101****Art Appreciation****3 Credits, 3 Hours**

Introduction to the visual arts through a survey of some of the major monuments of the world's civilizations and the artists and cultures that produced them.

ART 102**Figure Drawing I****2 Credits, 3 Hours**

This introductory studio course is a prerequisite for drawing courses based on the study of the nude human figure, the course is designed to build seeing skills, visual literacy and critical faculties. Students will learn to work with line, space, composition, gesture, dark and light.

ART 103**Figure Drawing II****2 Credits, 3 Hours**

Prerequisite: ART 102 or permission of the Department Chair

This course is intended to further the student's understanding of space and form through study of the nude human figure. It develops established fundamentals, mastery skills and expands the student's theoretical understanding.

ART 104**Figure Drawing III****2 Credits, 3 Hours**

Prerequisite: ART 102 and ART 103 or permission of the Department Chair

Provides for continued development of the theory and practice of drawing from the nude human figure. It also serves as an introduction to the nature and method of self directed inquiry and its relation to the creative process. Though materials are presented and discussed with the class as a group, students develop individual drawing projects, and explore thematic material over the course of the semester.

ART 106**Painting****2 Credits, 3 Hours**

Introduction to basic painting concepts and techniques by means of assigned problems ranging from abstract to representational. Acrylic paint used exclusively. A minimum of half the class sessions will include working from the nude figure.

Course Descriptions

ART 107

Painting II

2 Credits, 3 Hours

Prerequisite: ART 106

This is a continuation of painting theory and execution with emphasis on use of hues, plasticity and paint mixing. Students engage in direct painting from objects, the nude human figure and the clothed figure. Criticism focuses on growing individuation of style and point of view.

ART 108

Painting III

2 Credits, 3 Hours

Prerequisite: ART 101, ART 106 and ART 107

Continuation of painting theory and execution with emphasis on a student's individual search for a point-of-view with which to portray visual phenomena. Criticism will focus on the use of plasticity, color, form and composition.

ART 111

Two-Dimensional Design I

3 Credits, 3 Hours

Lectures, demonstrations and criticism in the theory and comprehension of elementary two-dimensional design and its application in the visual arts. Students solve assigned sequential design problems and exercises.

ART 112

Two-Dimensional Design II

3 Credits, 3 Hours

Prerequisite: ART 111

This course is a continuation of Two-Dimensional Design I Lectures, demonstrations and criticism in the theory and comprehension of elementary and advanced two-dimensional Design and its application in the visual arts. Students solve assigned sequential design problems and exercises.

ART 113

Three-Dimensional Design

2 Credits, 3 Hours

A basic course focusing on the theory, organization and structure of form into minimal and complex compositions. Attention is given to three-dimensional composition using simple materials.

ART 117

A World of Art

3 Credits, 3 Hours

An art appreciation course for non-art majors, introducing the basic elements and principles of art and design, and the different art media that artists employ. Ten videos are combined with a coordination text and course guide. Filmed by nationally known directors, each half-hour program features a contemporary American artist developing a project from its initial conception to its completed state. The artists themselves narrate their experience providing a unique introduction to the creative process.

ART 118

Art of the Western World

3 Credits, 3 Hours

A chronological survey of the history of art from Prehistoric times through the Middle Ages including major works of painting, sculpture and architecture.

ART 119

Art History I

3 Credits, 3 Hours

Chronological survey of the history of art from prehistoric times through the Middle Ages including major works of painting, sculpture and architecture.

ART 120

Art History II

3 Credits, 3 Hours

Prerequisite: ART 119 or permission of the Department Chair

Chronological survey of the history of art from the Renaissance to the present, covering important works of painting, sculpture and architecture in each of the major stylistic periods.

ART 121

Drawing Fundamentals

2 Credits, 3 Hours

An introduction to the process of drawing as a way of investigating the visual world and discovering many ways to use drawings to convey ideas. The course uses drawing as a tool both for observation and interpretation.

ART 123

Watercolor Painting

2 Credits, 3 Hours

A course designed to explore varied techniques in transparent watercolor painting through demonstration, lecture, individual instruction and critique. Aesthetic properties of painting in general and watercolor in particular will be discussed. Subject matter will include landscape, still life and abstraction.

ART 129

Digital Photo Composition

3 Credits, 3 Hours

A non-darkroom oriented course for those interested in learning more about their digital cameras, lenses, settings, and accessories. The emphasis will be on how one can learn to take richer, more meaningful photographs. Students will shoot new assignments each week and bring them in for critique. Use of software for color correction and alteration techniques will be covered as well as file management. Students are required to have their own digital camera, over 3 megapixels preferred.

ART 130

Black-and-White Camera and Darkroom I

3 Credits, 3 Hours

An introduction to basic black and white photography, including camera operation, film developing, printing and creative expression in photography. Students should have a 35mm manually operated camera for the course. However, there are limited numbers of loaner cameras available.

ART 131
Black-and-White Camera and
Darkroom II

2 Credits, 3 Hours

Prerequisite: Art 130

A course in the fundamentals of creative photography, introducing students to new films, papers and archival printing. Components of the course include: lectures, demonstrations, supervised lab sessions assignments and critiques. Emphasis will be placed on making personal and expressive pictures and becoming a better printer.

ART 133
Color Photography I

2 Credits, 3 Hours

Prerequisite: Art 130

Students will learn to make strong creative color photographs using both color and film and digital cameras. Topics to be addressed include color balance lighting and the aesthetics of color. Students will produce a body of images that demonstrate an understanding of these issues.

ART 134
History of Photography

3 Credits, 3 Hours

A basic introduction to the history of photography from Talbot and Daguerre to the present. The course will entail presentations and discussions of the major photographs, photographers and trends at different points throughout the history of the medium. This course will examine photographs in terms of aesthetics, ideas and techniques and history.

ART 136
Race, Class and Gender
in American Art

(Cross-listed with PDA 136)

3 Credits, 3 Hours

This course will consider art as self-expression and as a reflection of ideas about self, race, ethnicity, religion, society, gender, class and power. Images that range from Pre-Columbian pyramids, quilts and totem poles to the faces on Mount Rushmore, from Norman Rockwell and Grant Wood's American Gothic to Andy Warhol's Campbell soup cans, and MTV, reveal the diversity of American culture. The course will probe the nature of art and examine how art functions to perpetuate societal values and to stimulate innovation and change. *This course fulfills the graduation requirement of three credits in an approved course on Pluralism and Diversity in America.*

ART 138
Photo Techniques

2 Credits, 3 Hours

Prerequisite: ART 130 and ART 131

A course combining advanced craft with aesthetic growth. Topics may include platinum printing, photographic bookmaking, studio techniques, and use of a large format camera to be determined each semester.

ART 139
Color Photography II

2 Credits, 3 Hours

Prerequisite: ART 130 and ART 133

Emphasis on strengthening and refining student's technical and aesthetic abilities in color negative photography through assignments, technical lectures, and demonstrations. Focus will be on a portfolio project to be determined jointly by student and instructor.

ART 141
The Art of Africa, Asia
and the Americas
3 Credits, 3 Hours

This course offers an introduction to art beyond the Western tradition from North and South America, the West Indies, Africa and Asia. Students will examine art works and texts that offer a broad cross-cultural perspective on the rich and diverse aesthetic traditions, creative expression, rituals, myths and belief systems of non-Western cultures. Course content will include Pre-Columbian, Native American, Post Colonial and Postmodern art, Tribal art from Africa Diaspora, African American folklore art, as well as art from the Taoist, Buddhist, and Islamic and Hindu traditions of the East.

ART 142
Ceramics I

2 Credits, 3 Hours

An introduction to clay technique including: hand-building methods; basic skills of throwing on potter's wheels; glaze formulation and application.

ART 143
Ceramics II
2 Credits, 3 Hours

Prerequisite: ART 142 or permission of the Department Chair

A continuation of clay work introduced in ART 142 with emphasis on: advanced wheel thrown projects, projects combining wheel thrown and hand-building techniques, glaze formulation, application and experimentation.

Course Descriptions

ART 144

Introduction to Web Site Design

3 Credits, 3 Hours

Prerequisite: Familiarity with computer use (Macintosh or PC)

How to design websites in terms of content and structure. Designing effective graphics, proper use of links, typography and animation, and non-linear organization of subject matter. Study of effective sites in US and internationally. Course uses site construction software with some attention to HTML (not a programming class). Taught on Macintosh; skills applicable to PC environment. For anyone who wants to build a business or personal website or for students considering a career in Internet graphics.

ART 145

Ceramics III

2 Credits, 3 Hours

Prerequisite: ART 142 and ART 143 or permission of the Department Chair

Intermediate to advanced potter's wheel techniques will be introduced and will enable students to design and produce tableware sets and lidded forms. Glaze formulation and kiln operation will also be covered.

ART 152

Jewelry Workshop I

2 Credits, 3 Hours

An introduction to basic jewelry techniques includes: design elements; sawing; soldering; drilling; filing; attaching findings; setting semi-precious stones; polishing and buffing techniques. Materials used: brass, copper, nugold, silver and semi-precious stones.

ART 156

Jewelry Workshop II

2 Credits, 3 Hours

Prerequisite: ART 152 or permission of the Department Chair

This course is a continuation of Jewelry I (ART 152) with emphasis on advanced jewelry techniques designed to increase skills, theory, concepts and techniques required for advanced jewelry projects, such as chain making and ring making.

ART 176

Printmaking Workshop I

2 Credits, 3 Hours

Printmaking Workshop I provides beginners with an opportunity to acquire an understanding of the traditional materials and methods of relief printing, two-color printing, and collagraphs and monotypes.

ART 177

Printmaking Workshop II

2 Credits, 3 Hours

Prerequisite: ART 176

Printmaking Workshop II will provide advanced printmaking students with an opportunity to develop a series of prints in intaglio, serigraphy, relief, lithography or monoprinting. Contemporary Printmakers and innovations in contemporary printmaking will be explored. Each student will produce a portfolio of work and a single edition.

ART 211

Graphic Design I

3 Credits, 3 Hours

Prerequisite: ART III and ART 280

An introduction to the methodology used by graphic designers to solve problems in creating advertising and other printed materials. Emphasis is on individual student creativity and the acquisition of professional techniques. Most work is done on computers using current professional design software.

ART 212

Graphic Design II

3 Credits, 3 Hours

Prerequisite: ART 211 or permission of the Department Chair

An introduction to the methodology used by graphic designers to solve problems in creating advertising and other printed materials. Emphasis is on individual student creativity and the acquisition of professional techniques. Most work is done on computers using current professional design software.

ART 214

Typography

3 Credits, 3 Hours

Prerequisite: ART 280

A course that explores the history of letterforms and text, their psychological and utilitarian implications, and how best to use them for effective communication. A series of visual problems are solved on the computer that range from single words to blocks of text. Essential for communicators in print and electronic media.

ART 215

Illustration/Cartooning

2 Credits, 3 Hours

Prerequisite: ART 102 or permission of the Department Chair

Application of drawing and painting skills for print illustration. This course will teach the fundamentals of picture making and problem solving from concept through finished piece. Composition, design, drawing skills and storytelling will be emphasized. Projects are for editorial and publishing markets, including graphic novels and more. Required for all illustration majors.

ART 219

Sculpture I

2 Credits, 3 Hours

Introduction to basic techniques in sculpture, such as modeling, carving, simple molds and constructed sculpture. Problems will be given to familiarize students with materials such as clay, plaster and cardboard and their use in the organization of three-dimensional space for expressive purposes.

ART 220

Sculpture II

2 Credits, 3 Hours

Prerequisite: ART 219

Continued exploration of sculptural concepts and methods in both abstract and representational idioms with materials such as plaster, cement, wood, cardboard, polystyrene and found objects. Problems will be given to emphasize sculpture's relationship to its particular environment and audience.

ART 221**Art and Philosophy of the East***(Cross-listed with PHL 221)***3 Credits, 3 Hours**

A humanities/art history course designed to introduce students to art from India, China and Japan and the basic principles of Taoism, Buddhism and Zen upon which these arts are based. The course will explore the form and meaning of the works of art and the ideas and principles that inspired their creation. Chinese bronzes and landscape painting, Japanese ink painting, ceramics, statues and stupas, Zen gardens and the tea ceremony are among the art works that give visual shape and form to the various and different philosophical and spiritual points of view of Taoism, Buddhism and Zen. The important influence of Japanese prints and Zen principles on the development of modernism in Western art and design in the 20th century will also be considered.

ART 224**Special Topics: Fashion Design****3 Credits, 3 Hours**

A multi-faceted introduction to fashion and the fashion business. Students study garment design and construction, including fabrics, drafting and using patterns, fashion history, and small business practices. In addition to creating a garment, they will visit designers' studios and museums.

ART 226**Art in New York:****A Multicultural Perspective****3 Credits, 3 Hours**

Introduction to the work of contemporary artists in the multicultural metropolitan area. Class includes meetings with artists and visits to exhibitions.

ART 244**Honors Rebels and Romantics:****Art and Literature of the 19th Century***(Cross-Listed with ENG 244)***4 Credits, 4 Hours**

An exploration of major artist and writers of the 19th century, whose works provide the roots of Modernism. Romanticism in its various manifestations—including revolutionary art, gothic art, outsider art, and the art of the natural world—will be studied through paintings, architecture, novels, short stories, plays and poems. Three classroom hours and one-hour online assignments and discussion. *Fulfills literature requirement for AA degree.*

ART 255**Art in London****3 Credits, 3 Hours**

An introduction to art through important masterpieces of painting sculpture and architecture to be seen in museums of London and at nearby historical sites.

ART 264**Art and the African American****Experience****3 Credits, 3 Hours**

This seminar covers art of the African American artist from the Reconstruction through the present. The course will discuss the social and economic conditions that affect the artists' work, the conditions against which they struggle, as well as the response of their contemporaries, art critics and the community at large. In addition to slide reviews, there will be videos, visiting artists and studio visits in New York City.

ART 273**Art Practicum****3 Credits, 3 Hours***Prerequisite: Permission of the Department Chair*

Students in this course are placed in an art related position appropriate to their career goals and interests for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific professional setting provide work experience and training under the combined supervision of a member of the professional organization and a college faculty member. This course may be used to satisfy one of the electives required for one of the art degrees or an A.A.S. or A.S. liberal arts degree.

ART 280**Digital Art and Design****2 Credits, 3 Hours**

An introduction to the creation of fine art, graphic design, photo manipulation, and illustration using Adobe Photoshop and Illustrator. This course is the prerequisite for all advanced graphic design and digital imaging classes.

ART 281**Publication Design / In Design****2 Credits, 3 Hours***Prerequisite: Art 280 or permission of the Department Chair*

Students design and produce a series of projects that encompass basic "desktop publishing" layout and type manipulation skills. There is emphasis on both design skills and on mastering software techniques.

ART 283**Advanced Drawing / Illustrator****2 Credits, 3 Hours***Prerequisite: Art 280 or permission of the Department Chair*

Advanced work in object-oriented illustration programs, including skills in using Bezier curves, creative alteration of typographic elements, designing graphs and charts and digitizing existing artwork.

Course Descriptions

ART 286

Flash Animation

3 Credits, 3 hours

Prerequisite: Art 280

An introduction to the methodology used by multi-media designers to solve problems in creating audio video and other visual and web materials. Emphasis is on individual student creativity and the acquisition of professional techniques. Most work is done on computers using Flash!

ART 288

Digital Imaging / Photoshop

3 Credits, 3 Hours

Prerequisite: Art 280 or permission of the Department Chair

Emphasis is shared between technical and artistic development. Each student will produce a series of projects demonstrating the application of new skills and individual expression.

ART 910

Color Theory

2 Credits, 3 Hours

Lectures, demonstrations and criticism in the theory and manipulation of pigment color and its application in the visual arts. Students solve assigned sequential color problems and exercises.

ART 950

Careers in Art

1 Credit, 1 Hour

Course familiarizes students with all phases of visual arts. Professionals discuss daily routine, working conditions and required skills, and show samples of their work. Requirement for all students concentrating in Art.

ART 960

Independent Projects in Photography

2 Credits, 3 Hours

Prerequisite: ART 130 and ART 131 or permission of the Department Chair

An individual course designed for students to develop a consistent body of work in a personal direction. Throughout the semester there will be group critiques, readings about photography and criticism and analysis of individual projects. The final project can be done in either black and white or color.

ART 962

Alternative Processes In Photography

Prerequisite: ART 130 and ART 131

2 Credits, 3 Hours

An advanced course for those interested in learning ways to use photography to make personal visual statements that go beyond straight black and white photography. Students will experiment with techniques including montage, solarization, collage, photograms, multiple printing, toners, hand coloring, large-scale printing and non-silver processes. Emphasis will be placed on utilizing some of these tools to make a body image, which expresses the artist's creative vision.

ART 964

Critique Seminar in Photography

2 Credits, 3 Hours

Prerequisite: ART 130, ART 131 and (ART 960 or ART 962 or ART 133) or permission of the Department Chair

An individual course for upper-level students that emphasizes the development of a strong personal body of images that will be unique for each student. Participants will learn to engage in thoughtful, articulate critique of others' pictures and refine their own work. There will be visits to galleries and museums in New York, guest artists, and readings about photography and art.

AUTOMOTIVE TECHNOLOGY

AUT 101

Steering and Suspension

4 Credits, 4 Hours

Pre or co-requisite: AUT 111

An introduction to the fundamentals of steering, suspension and chassis systems. Students learn to service these systems and perform alignments. Upon successful completion of the course, students are prepared to take the ASE certification examination in steering and suspension. This course meets the requirements of the CAP specific curriculum.

AUT 102

Automotive Engine Fundamentals

4 Credits, 4 Hours

Pre or co-requisite: AUT 111

An introduction to the principles and components of the automotive internal combustion engine. Students learn to diagnose engines for internal problems: they remove, disassemble, inspect and prepare engines for rebuilding. This course meets the requirements of the CAP specific curriculum.

AUT 103

Automotive Brakes

4 Credits, 4 Hours

Pre or co-requisite: AUT 111

Students learn the mechanics and physics of brake systems in their development from early hydraulics to ABS systems. They perform component replacement and repair; hydraulic systems pressure tests, and total overhaul of brake systems including ABS. Successful completion of the course prepares students to take the ASE certification examination for brakes. This course meets the requirements of the CAP specific curriculum.

AUT 104**Advanced Automotive Engine****4 Credits, 4 Hours***Prerequisite: AUT 102*

Students learn the operations for engine rebuilding and in-chassis engine servicing. Operations include procedures for engine repair and overhaul. Students learn how to replace an engine according to federal emissions specifications. Upon successful completion of AUT 102 and AUT 104, students are prepared for the ASE certification examination covering engine repair and performance. This course meets the requirements for the CAP specific curriculum.

AUT 111**Introduction to Automotive Technology****4 Credits, 4 Hours**

This foundation course introduces students to modern automobile systems and services. Topics include: steering, suspension, air conditioning, driveline, brakes, chassis, electrical, exhaust, safety operations and vehicle performance. This course meets the requirements of the CAP specific curriculum.

AUT 171**Auto Apprenticeship:****Steering and Suspension****1 Cr Equiv, 1 Hour***Corequisite: AUT 101*

An intensive reinforcement module designed to reinforce the fundamentals of steering and suspension. Students learn to service these systems and set up the alignment equipment according to the NATEF tasks. Students receive credit for AUT 101 after completing that course and this module.

AUT 172**Auto Apprenticeship:****Automotive Engines****1 Cr Equiv, 1 Hour***Corequisite: AUT 102*

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnosis and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 102 after completing that course and this module.

AUT 173**Auto Apprenticeship:****Automotive Brakes****1 Cr Equiv, 1 Hour***Corequisite: AUT 103*

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Brakes. Students learn to diagnosis and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 103 after completing that course and this module.

AUT 174**Auto Apprenticeship:****Automotive Engines Advanced****1 Cr Equiv, 1 Hour***Corequisite: AUT 104*

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnosis and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 104 after completing that course and this module.

AUT 175**Auto Apprenticeship:****Automotive Fuel & Performance****1 Credit Equiv, 1 Hour***Corequisite: AUT 205*

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnosis and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 205 after completing that course and this module.

AUT 201**Automotive Transmissions****6 Credits, 6 Hours***Prerequisite: AUT 102*

This course presents the theory and operations of manual transmissions, clutches, drive shafts, automatic transmissions and rear ends. Students remove, inspect, diagnose, and rebuild manual and automatic transmissions. Upon successful completion of this course, students are prepared to take the ASE certification examination in automatic and manual transmissions. This course meets requirements of the CAP specific curriculum.

AUT 203**Automotive Electrical Systems****4 Credits, 4 Hours***Prerequisite: AUT 102*

The development of automotive electrical systems from early models to modern computerized diagnostic equipment. Topics include: digital volt ohmmeters, logic probes, dual trace lab scope, charging systems testers, and engine analyzers. Students learn test procedures for charging, starting, body electrical, and computerized control systems. The course prepares students for the ASE certification examination in automotive electrical systems and meets the requirements for the CAP specific curriculum.

AUT 205**Automotive Fuel and Performance****4 Credits, 4 Hours***Prerequisite: AUT 104*

Study of technical advances in fuel delivery and control from basic carburetors to electronic fuel injection, including electronic and mechanical (C.I.S.) controls. Computerized and vacuum-operated controls and components in various domestic and foreign cars are included. This course meets requirements for the CAP specific curriculum.

Course Descriptions

AUT 211

Automotive Computer System

4 Credits, 4 Hours

Prerequisite: AUT 203 and AUT 205

Students learn to access, diagnose, repair, and replace automotive computer systems and their components. They learn current automotive emissions regulations and testing procedures. The use of engine and gas analyzers and other electronic test equipment are studied. Using different reference sources, students work on computerized emissions control systems, the ABS brake controller system, the body controller, and the suspension system. Upon successful completion of this class, students are prepared for the ASE certification examination in advanced engine performance. This course meets the requirements for the CAP specific curriculum.

AUT 220

Automotive Heating and Air Conditioning

3 Credits, 3 Hours

Prerequisite: AUT 111

A study of heat flow and transfer, including change of state as applied to air conditioning systems and climate-controlled automotive environments. Testing, servicing and repair of heating/cooling systems, including recharging R-12 refrigerant and R-134a systems. Theory of operations and manufacturers' testing and diagnostic procedures are used to provide sufficient knowledge to adjust and repair components for proper performance and conformity with EPA regulations and requirements for inspection. This course prepares students for the ASE certification examination in automotive air conditioning and meets the requirements of the CAP specific curriculum.

AUT 891

NATEF Reinforcement Module:

Steering & Suspension

1 Credit Equiv, 1 Hour

Corequisite: AUT 101

An intensive reinforcement module designed to reinforce the fundamentals of steering and suspension. Students learn to service these systems and set up the alignment equipment according to the NATEF tasks. Students receive credit for AUT 101 after completing that course and this module.

AUT 892

NATEF Reinforcement Module:

Automotive Engines

1 Credit Equiv, 1 Hour

Corequisite: AUT 102

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnose and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 102 after completing that course and this module.

AUT 893

NATEF Reinforcement Module:

Automotive Brakes

1 Credit Equiv, 1 Hour

Corequisite: AUT 103

An intensive reinforcement module designed to reinforce the fundamentals of automotive brakes. Students learn to diagnose and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 103 after completing that course and this module.

AUT 894

NATEF Reinforcement Module:

Automotive Engines Advanced

1 Credit Equiv, 1 Hour

Corequisite: AUT 104

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnose and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 104 after completing that course and this module.

AUT 895

NATEF Reinforcement Module:

Automotive Fuel & Performance

1 Credit Equiv, 1 Hour

Corequisite: AUT 205

An intensive reinforcement module designed to reinforce the fundamentals of Automotive Engines. Students learn to diagnose and repair engine related problems according to the NATEF tasks. Students receive credit for AUT 205 after completing that course and this module.

AUT 901

Fundamentals Engine Electronics Training (F.E.E.T.)

2 Credits, 2 Hours

Prerequisite: permission of the Department Chair

This course covers circuit design, wiring principles and use of electronic testing equipment. Armed with a diagnostic chart, a scope and a wiring diagram, students get a hands-on approach to industry-wide electrical testing, diagnostic and repair techniques.

AUT 902

System Training in Engine Performance (S.T.E.P.)

2 Credits, 2 Hours

Prerequisite: AUT 901

This course offers the in-service technician training in causes of excessive emissions and early fuel evaporative systems. Other essential areas include AIR injection reaction systems, fuel evaporation control systems, exhaust gas re-circulation systems and catalytic converters.

AUT 903

Computerized Automotive Performance Systems (C.A.P.S.)

2 Credits, 2 Hours

Prerequisite: AUT 903

This course is designed to provide automotive technicians the essential knowledge to be able to diagnose and repair computerized engine control systems. Emphasis is placed on such areas as sensors, actuators and fuel management.

AUT 904**Fuel Injection Systems (F.I.S.T.)****2 Credits, 2 Hours***Prerequisite: AUT 903 and permission of the Department Chair*

F.I.S.T. teaches the technician how to understand the modern fuel delivery systems and how to repair them. The course combines the necessary computer and electronic skills learned in the previous ATTP courses (C.A.P.S., F.E.E.T. and S.T.E.P.) to cover the theory, diagnostics and service procedure for both foreign and domestic manufacturer' fuel injection systems. Air, fuel, electronic management along with their major components such as fuel injectors, filter and pumps are the other essentials included in F.I.S.T.

AUT 907**Advanced Computer and Emissions Specialist (A.C.E.S.)****3 Credits, 3 Hours***Prerequisite: AUT 904 or ATTP F.I.S.T. and permission of the Department Chair*

This 45-hour course is designed for the automotive technician who has successfully completed New York States ATTP Sign of Automotive Excellence (SAEP) courses: F.E.E.T., S.T.E.P.S., C.A.P.S. and F.I.S.T. Using the diagnostic and repair procedures learned, this advanced level course incorporates a repair strategy that assures successful quality repairs by using digital scopes, exhaust gas analyzers, scanners and digital multi-meters. Using wave from analysis and base lining techniques, technicians practice how to diagnose and repair OED engine performance and drive ability problems, service fuel systems for optimum performance and economy, solve enhanced emissions failures and verify performance and emissions repairs.

BIOLOGY**BIO 102****Human Biology - ESL****3 Credits, 4 Hours***Prerequisite: Admission by ESL advisor only*

A credit course specifically designed for students enrolled in English as a Second Language program. Covers basic techniques of laboratory observations and an overview of all processes from a cellular to a systems level in an integrated lecture-laboratory format.

BIO 103**Introduction to the Human Body****3 Credits, 3 Hours**

This lecture-based course will explore the structure and function of the body. It will introduce the fundamental information regarding human body function at the chemical, cellular, tissue and organ level. Each system of the human body will be discussed both individually and from an integrated prospective. Homeostasis and the physiology of human disease as well as health promoting behaviors will also be discussed.

BIO 105**General Biology I****4 Credits, 6 Hours**

This course is the first of two-semester sequence and will include an extensive survey of biological principles. Plant and animal groups are studied from an evolutionary viewpoint. Major topics such as properties of life, evolution, and chemical connection to biology, cellular biology, genetics, biotechnology, metabolism, and photosynthesis are stressed.

BIO 106**General Biology II****4 Credits, 6 Hours***Prerequisite: BIO 105*

This course is the second semester of a one year long general biology sequence in the study of plant and animal groups form and function from an evolutionary viewpoint. This course focuses on responsiveness, hormonal control, circulation, nutrition, gas exchange, body defense, and excretion in animals. Laboratory exercises use discussion of live animals, museum mount specimen and models and slides to reinforce the basic concepts studied in lecture.

BIO 110**Anatomy and Physiology I****4 Credits, 6 Hours**

This course studies the structure and function of the human body. Content includes the characteristics of cells, tissues, basic chemistry of life, membranes and organs. The skeletal, muscular and nervous are covered. Laboratory exercises using microscope slides, models and dissection are designed to illustrate the basic concepts studied in lecture.

BIO 111**Anatomy and Physiology II****4 Credits, 6 Hours***Prerequisite: BIO 110 with a grade of C or higher*

This course studies the structure and function of the human body. Content includes the senses, immunity, blood and prenatal development. The endocrine, reproductive, cardiovascular, digestive, respiratory and urinary systems are covered. Laboratory exercises using microscope slides, models, dissection and physiology experiments are designed to illustrate the basic concepts studies in lecture.

Course Descriptions

BIO 120

Botany

3 Credits, 4 Hours

A study of plant structure, physiology, classification, and geography is used as a foundation for exploring the role of plants in nature and their historical, current, and future relationships to human life. An integrated lecture/laboratory course recommended for all students.

BIO 122

Fundamentals of Ecology and Field Biology

4 Credits, 6 Hours

Prerequisite: BIO 105, BIO 106 and SCI 104 or permission of the Department Chair

This field based lab course introduces basic skills and concepts in ecology and field biology. Students will learn to identify representative species of Rockland County. The course is designed to explore the inter-relationships between the living and non-living components of the environment such as food webs and ecological succession. Other ecosystems studied are those located in the ocean, rain forest, arctic and desert.

BIO 150

Human Sexuality

3 Credits, 3 Hours

Study of human sexuality as a comprehensive and integrated topic with emphasis in viewing sexual behavior from an anatomical, physiological, hereditary and psychosocial perspective.

BIO 200

General Ecology

4 Credits, 6 Hours

This lab-based course introduces fundamental concepts in ecology. It explores the interactions between organisms and their environment as well as discusses factors that influence organism abundance and distribution. Both living and non-living elements of a variety of ecosystems is discussed in addition to the influence of humans on these elements. Population, community and ecosystem level ecology is discussed.

BIO 207

Microbiology

4 Credits, 6 Hours

Prerequisite: BIO 105, BIO 106, and CHM 101 or CHM or BIO 110, BIO 111 and CHM 101 or CHM 105

The study of the structure and function of microorganisms. Areas of emphasis will include: microbial morphology and nomenclature; growth and reproduction; enzymology; cellular bioenergetics; biochemical activities; clinical microbiology encompassing microbial control, immunology and disease processes.

BIO 212

Environmental Science

4 Credits, 6 Hours

This course addresses the fundamental principles of environmental science. Environmental issues such as sustainability and resource management are assessed from the local to global level. Ongoing themes include the impact of humans on the environment and the role of humans in prevention, preservation, conservation and restoration. In the field-based lab, students travel to area field sites to learn about and apply the course's topics.

BIO 220

Marine Biology

3 Credits, 3 Hours

Prerequisite: BIO 105 or equivalent with permission of the Department Chair

A one-semester course designed to enhance the student's knowledge of the organisms living within the marine environment, their inter-relationships, and interaction with the environment. Topics include primary productivity, trophic interactions, evolution of survival mechanisms, and the biological, chemical and physical processes that occur within the oceans.

BUSINESS

BUS 101

Introduction to Business

3 Credits, 3 Hours

This course is an overview of business in the American economy. It discusses basic economics, ethics in business, globalization, forms of business, management functions, motivation, human resource management, and marketing and financial management.

BUS 108

Workplace Communication

3 Credits, 3 Hours

Prerequisite: Placement into ENG 101

This course is designed to introduce students to the basics of workplace communications: writing, listening, reading and speaking. The topics include planning, organizing, and writing various business documents including electronic communications. A concise review of the contemporary principles of grammar, punctuation, and style will be covered. Understanding diversity and global business communications, researching, evaluating, and using Internet information, developing and using visual/graphic aids, and preparation of employment documents and interviewing skills will be explored. Meets business elective requirements for business students.

BUS 203

Business Law I

3 Credits, 3 hours

Required for all Business degrees. Required by New York State for C.P.A. candidacy. History and nature of law in American society, resolution of disputes, crimes, torts, contracts, sales, warranties, product liability, consumer protection and ethics.

BUS 204**Business Law II****3 Credits, 3 Hours***Prerequisite: BUS 203*

Required by New York State for C.P.A. candidacy. Personal property, intellectual property, real property, wills and estates, intestacy, negotiable instruments, insurance, bankruptcy, agency, employment law, business organizations, malpractice, alternative dispute resolution and international law.

BUS 208**Presentation Software: PowerPoint***(Cross-listed with OFT 208)***3 Credits, 3 Hours***Recommended Pre/Co-requisite OFT 112*

This course provides students with hands-on instruction in creating, preparing, and delivering graphical business presentations using MS PowerPoint. Students will create, edit, format, save, and print slides using various methods. To add visual appeal, animation, WordArt, clip art, images, charts, tables, and graphs will be included. Students will import/export to other MS applications; link and embed objects from other applications; and create web pages from presentations. Meets business elective requirements for business students.

BUS 215**E-Commerce****3 Credits, 3 Hours**

This course provides a business perspective on the strategies, issues, and technologies used for conducting business online. The topics included are examination of various business models and the effect e-commerce has had on the service sector; e-commerce infrastructure, the Internet, and the web; effective website planning, design, evaluation, and implementation; web marketing including consumer research, market segmentation, pricing, and promotion; online payment systems; security and encryption issues; privacy, legal, and ethical concerns; global e-commerce considerations; and m-commerce. Students will learn how to write a business plan to launch an online business. Meets business elective requirements for business students.

BUS 260**Ethics in Business***(Cross-listed with PHL 260)***3 Credits, 3 Hours**

Ethics in business is an interdisciplinary course that integrates the philosophical and moral aspects of decision making in the business environment. The main objectives of the course are to expose students to the moral issues that arise in various business contexts; acquaint them with classical and contemporary philosophies; and introduce them to a paradigm that incorporates philosophy and business as contiguous to the natural reasoning and analytical process.

BUS 273**Practicum****3 Credits***Prerequisite: Permission of the Department Chair*

Students are placed with a local business appropriate to their career goals and interests for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific industry setting provide work experience and hands-on training under the combined supervision of a member of the industry and a college faculty member. Fulfills business elective for all AAS or AS business degree programs.

CHEMISTRY**CHM 101****Inorganic Chemistry I****4 Credits, 6 Hours**

The Inorganic Chemistry I (CHM 101) is a first semester course for students who intend to major in chemistry or a related field of study that requires a minimum of one year of chemistry. Topics covered include the study of matter, measurements, atoms, molecules and ions, nomenclature, the electronic structure of the atom, the periodic table, chemical reactions and equations, stoichiometry, thermochemistry, chemical bonds and structures, and the physical behavior of gases. *Honors sections will do further in-depth research and presentations as well as a research paper.*

CHM 102**Inorganic Chemistry II****4 Credits, 6 Hours***Prerequisite: CHM 101 or its equivalent*

The course stresses the study of basic principles of chemistry including: acids and bases, pH, ionic equilibrium, kinetics, oxidation-reduction, electrochemistry, thermodynamics, nuclear chemistry and coordination chemistry. Laboratory experiments are presented to reinforce the theoretical aspects and include quantitative laboratory reports. There are also several qualitative analysis experiments. *Honors sections will do further in-depth research and presentations as well as a research paper.*

CHM 105**Principles of General and Biological Chemistry****3 Credits, 3 Hours**

This course, designed primarily for students in the health-related professions, presents the fundamentals of modern chemistry with emphasis on biochemistry. The topics covered include atomic structure, chemical bonding, chemical reactions, acids and bases, organic chemistry, carbohydrates, lipids, proteins, nucleic acids, vitamins, minerals and their biochemical applications in health and disease.

CHM 111**Human Nutrition Science****3 Credits, 3 Hours**

This course is designed to study the relationship of nutrition to health. It includes an analysis of nutrient functions, metabolism and requirements through the life cycle, essentials of an adequate diet and problems of nutritional origin affecting world populations. *This course fulfills the science requirement for the Liberal Arts student.*

CHM 112**Science of Functional Nutrition****3 Credits, 3 Hours**

This course is designed to study the basics of both conventional and alternative nutritional concepts and how these concepts support and maintain good health. It includes an understanding of how nutritional choices affect the natural homeostatic mechanisms in the body, how the essential nutrients are metabolized and under what conditions disease states begin to occur. The role of nutritional supplements and applying nutrition in a functional manner to prevent, resolve or minimize disease are also discussed.

CHM 201**Organic Chemistry I****4 Credits, 6 Hours**

Prerequisite: CHM 102

The Organic Chemistry I (CHM 201) is a first semester course for students who intend to major in chemistry, biology, or allied health program. This course will stress basic concepts of organic chemistry including nomenclature, types of reactions, reaction mechanisms, the principles of synthesis, and finally optional application to the life sciences and to our every day.

CHM 202**Organic Chemistry II****4 Credits, 6 Hours**

Prerequisite: CHM 201

Organic Chemistry II (CHM 202) is the continuation course of Organic Chemistry I (CHM 201) for students who intend to major in chemistry or related fields of study requiring a minimum of one year of organic chemistry. Topics covered include the study of structure and reactivity of aromatic compounds, unsaturated conjugated systems, and carboxylic acid derivatives, as well as examination of the nucleophilic addition to the carbonyl group, nucleophilic acyl substitution, carbonyl condensation reactions, and carbonyl alpha substitution reactions.

CHINESE**CHI 101****Elementary Chinese I****4 Credits, 4 Hours**

Elementary Chinese I (CHI 101) is the first semester of a one-year course in Mandarin Chinese for students who have no prior knowledge in the language. The course emphasizes the development of basic language proficiency in listening, speaking, reading, and writing through intensive training in oral fluency, basic grammar and sentence structure, as well as through enrichment of cultural experiences and activities.

CHI 102**Elementary Chinese II****4 Credits, 4 Hours**

Prerequisite: CHI 101

Elementary Chinese II (CHI 102) is the second semester of a one-year course in Mandarin Chinese for students who have successfully completed the first semester of the course (CHI 101). The course emphasizes the continued development of language proficiency in listening, speaking, reading, and writing through intensive training in oral fluency, more advanced grammar and sentence structure and further enrichment of cultural experiences and activities.

CHI 201**Intermediate Chinese I**

Prerequisite: CHI 101 and CHI 102 or permission of the Department Chair

CHI 201 is the first half of a one-year course in Intermediate Mandarin Chinese. The course emphasizes the continued development of language proficiency in listening, speaking, reading, and writing. The course also focuses on the enhancement of students' oral communication skills through enriching cultural activities. In addition, students will improve their reading and writing competence through reading selected Chinese literature written in advanced grammar, vocabulary and sentence structure. It is advisable that students demonstrate proficiency through the intermediate level.

COMMUNICATIONS**COM 101****History of Broadcasting****3 Credits, 3 Hours**

A survey of the history of radio, television and the Internet in North America, Europe and throughout the world, along with a comparison of radio, television and the Internet as communication systems. Students are introduced to broadcasting locally, regionally, nationally, internationally and globally.

COM 104**Audio Production I****4 Credits, 4 Hours**

An introduction to the equipment, controls and basic operating techniques in today's analog and digital recording and broadcasting studios, including hands-on experience with microphones, audio mixing console, digital recorders and signal processors. Students learn to distinguish characteristic sounds made by voices and musical instruments and to prepare master analog and digital recordings.

COM 105**Audio Production II****3 Credits, 3 Hours**

Prerequisite: COM 104 or permission of the Department Chair

Audio production II in multi-track recording for music, radio-television and film mediums. Emphasis of study is focused on the audio lab and multi-track recording techniques and mixing, dubbing and signal control. Techniques in microphone placement for music, voice and recording will be discussed in terms of creative recording. Use of computers for recording digital audio and MIDI sequences will be introduced, as well as synchronization options for linking computers and tape machines.

COM 120
Mass Communication
in a Pluralistic Society
3 Credits, 3 hours

An introduction to the study of mass media with an emphasis on digital, electronic and print media. A critical and historical approach is emphasized in studying how mass communication began, developed, and continued to evolve in our increasingly pluralistic society. (Fulfills Pluralistic and Diversity degree requirement.)

COM 121
Mass Communication, Advanced
3 Credits, 3 Hours

Prerequisite: COM 120

Advanced study of mass communication with emphasis on critical thinking. Using critical and historical concepts introduced in Mass Communication in a Pluralistic Society, this course emphasizes personal opinion, community awareness, social values and attitudes and the process of mass communication.

COM 201
Broadcast Script Writing
3 Credits, 3 Hours

Designed as a practical introduction to writing for radio, television, video and the Internet. The emphasis is on training in the principles, forms and techniques of writing for all forms of broadcast media. Using digital writing tools, students learn to write for radio, television, film and video as well as for digital multimedia Internet broadcast.

COM 205
Radio Production
3 Credits, 3 Hours

An introduction to the techniques and disciplines of radio program production. In an Internet enhanced radio studio, students learn the operation of the audio console and associated recording, playback, editing and webcast technologies. Experience with radio program formats gives each student hands-on training as DJ, on-air talent, producer and writer.

COM 211
Television Production I, Basic
4 Credits, 4 Hours

A practicum in basic television production taught in a fully equipped television studio. This course introduces students to television directing, producing, editing, writing, graphics, camera, audio and lighting. Students learn the basics of multi-camera studio production and single-camera electronic field production.

COM 212
Television Production II, Advanced
4 Credits, 4 Hours

Prerequisite: COM 211

An advanced practicum in television production with emphasis on the roles of writer, producer, director and editor. The four stages of television production are stressed: pre-production, setup and rehearsal, production and post-production. Students are encouraged to write, produce, direct and edit TV and video projects.

COM 215
Video Editing
4 Credits, 4 Hours

Prerequisite: COM 211 and COM 212

An introduction to the skills of video editing. Hands-on lab experience is emphasized. Designed for students who want to learn basic video editing techniques and to develop a practical and critical understanding of digital video for the information age.

COM 255
Media in London
3 Credits, 3 Hours

Prerequisite: Permission of the Department Chair

In this London-based course on media in London, students learn the history of British radio, television, music, film, theater, publishing, advertising and multimedia Internet through lectures and field trips. The course highlights contemporary British multimedia productions with behind-the-scenes tours of the BBC, London theaters, radio stations, film and video studios, music production facilities and live-music venues, book, magazine and newspaper publishers and distributors.

COM 271-276
Media Internships
1-6 Credits

Prerequisite: Permission of the Department Chair

A mentored cooperative venture between an advanced communication media arts student and a viable production entity such as radio and television stations, cable outlets or various audio and video production companies. Internships emphasize on-site participation in and observation of one or more of the four stages of program production: pre-production, setup and rehearsal, production and post-production.

**COMPUTER ASSISTED-
DESIGN**

CAD 105
Introduction to AutoCAD
4 Credits, 4 Hours

An introduction to two-dimensional computer drafting using the AutoCAD software. The course covers the basic drawing and editing commands and serves as a prerequisite for more advanced CAD courses. Topics covered include drawing setup, prototype drawings, 2D drawing and editing commands, layers, scale, units, text, model and paper space. Also included are multiple viewport creation and manipulation, dimensioning and dimension variables and blocks and their use as library parts. A prerequisite for the AutoCAD 3-D course.

CAD 210
Architectural Drafting
4 Credits, 4 Hours

Prerequisite: CAD 105

An introduction to the use of the computer for architectural drafting. Topics include drawing of walls, windows, doors, furniture symbols, 3-D views, perspective views, elevations and sections.

Course Descriptions

CAD 214

Landscape Drafting

4 Credits, 4 Hours

Prerequisite: CAD 105

An introduction to computer-assisted landscape drafting using AutoCAD Architectural Desktop. Topics include selection and insertion of plant symbols in plan view and 3-D, parking lot design, fences, hedges, walkway and patio design and contours.

CAD 220

AutoCAD AME (3D)

4 Credits, 4 Hours

Prerequisite: CAD 105

An introduction to Solid Modeling and the AutoCAD Modeling commands. This course familiarizes the student with the solid command set and 3-D modeling and editing techniques. Topics include solid primitives, Boolean operations, mass properties, 3-D viewing, extrusions, solids of revolution, 2-D view extraction and assemblies.

CAD 221

3D Drafting/Intro to SolidWorks®

4 Credits, 4 Hours

Prerequisite: CAD 105

An introduction to 3D solid modeling utilizing SolidWorks® software. This course familiarizes the student with 3D solid modeling and editing techniques. Topics include: solid primitives, mass properties, 3D viewing, extrusions, 2D view extractions and assemblies.

CAD 222

Advanced 3D Modeling/SolidWorks®

4 Credits, 4 Hours

Prerequisite: CAD 221

Advanced 3D solid modeling utilizing SolidWorks® software. This course reinforces the student's 3D solid modeling and editing techniques learned in the introduction class and familiarizes the students with advanced 3D features. Topics include: COSMOSWorks®, Sheet Metal design, PhotoWorks & SolidWorks Animator.

CAD 233

Advanced Animation and Rendering

4 Credits, 4 Hours

An introduction to 3-D computer animation and rendering techniques. Students learn the basics of the Autodesk 3-D Studio Max program by executing his/her own designs. Topics include shape creation, lofting, material editing, morphing, scaling, light and camera placement, and rendering.

COMPUTER STUDIES

CSP 100

Computer Literacy for ESL Students

3 Credits, 3 Hours

An introductory hands-on course for students interested in gaining a general understanding of computer hardware, software and related terminology. The laboratory component of this course introduces the use of Microsoft Word 2003 and Windows XP environment. This course is designed specifically for students enrolled in the ESL program. The classroom learning activities emphasize speaking, reading and writing about computers.

CSP 101

Computer Concepts and Application

3 Credits, 3 Hours

This course provides an introduction to computers that includes hardware and software concepts and the popular business applications. Through lecture, discussion and guided laboratory sessions, students learn about the components of a computer system, programs and data, files and folders, networks, communications, and computer and data security. This course develops basic conceptual and hands-on skills in the use of Microsoft Office applications in a Windows operating system environment. The course also introduces email, navigating the Internet, and techniques of computer based research and information retrieval using the World Wide Web resources.

CSP 104

Computers in Education

3 Credits, 3 Hours

Prerequisite: Permission of the Department Chair for Teacher Education

An introductory hands-on course for potential and practicing educators interested in developing a general understanding and basic competency in utilizing computer hardware, software, and their related terminology. Initially the laboratory component of this course introduces the use of Microsoft Word and the Internet in a Windows environment. In addition, educational applications of Microsoft Office will be examined to include: creating and editing Word Documents; designing Power Point displays; and using the Excel program to create worksheets and embedded charts. Special emphasis will be placed on developing the technology skills, which will prepare students to succeed in a digital society. It is intended that the required project related reinforcement assignments, which will assist students in integrating technology into their classroom curriculum plans. Such topics as developmentally appropriate software, research topics, e-mail communication, plagiarism, privacy, and professional ethics will also be explored.

CSP 105**Computers in Society***(Cross-listed with SOC 105)***3 Credits, 3 Hours**

An introductory hands-on course for students interested in gaining a general understanding of the computer and its effect on society, computer hardware, software and related terminology. The laboratory component of this course introduces the use of Microsoft Word and the Internet in a Windows environment. Students employ the different qualitative and quantitative research methods social scientists use to explore social phenomena from the sociological point of view. Students also examine the role and impact of the computer on vocabulary, health, science and medicine, business and industry, education and recreation. They also explore concerns such as: computer crime, privacy, security and ethics. May be used as a substitute for OFT101 - Information Technology Concepts for Office Technologies Students. *(This course may not be used as a substitute for CSP101 – Introduction to Computers.)*

CSP 115**Principles of PC Operating Systems****4 Credits, 4 Hours**

This course introduces the student to general operating systems concepts, including how system-level software works with computer hardware. The course covers Operating System theory. The student will learn current hardware configurations and PC Operating Systems. Topics will also include MAC OS and UNIX and DOS operating systems. Students will learn the basic functions common to all file systems and basic procedures such as OS initial installation, upgrades and hardware driver installation. Students will learn details of a current upgrade of Microsoft Windows and its various configurations and will review their progress through the use of extensive hands-on exercises and projects.

CSP 125**Introduction to Programming/Visual Basic.NET
4 Credits, 4 Hours**

This is an introductory programming course designed to introduce students to the basic elements of programming using Visual Basic.NET. The emphasis is on problem solving; using the sequence, decision and repetition control structures, fundamentals of the Visual Basic.NET development environment and understanding object-oriented concepts. Students will design and write Windows applications in Visual Basic.NET.

CSP 126**Visual Basic II****4 Credits, 4 Hours***Prerequisite: CSP 125 or permission of the Department Chair*

This is a programming course designed to introduce students to more advanced elements of Microsoft's Visual Basic programming language. Students will design and write Windows applications in Visual Basic.NET. Topics include object-oriented programming, classes and collections, ASP.NET and ADO.NET Database.

CSP 127**Computer Programming I /JAVA****4 Credits, 4 Hours***Prerequisite: CSP 101 or CSP 106 or permission of the Department Chair*

This class is an introduction to object-oriented programming. Topics include the basic syntax, primitive data types and control structures of Java; object-oriented program design using the Java class model and use of standard Java libraries including: string manipulation, applets and basic graphical user interfaces.

CSP 128**Computer Programming II /JAVA****4 Credits, 4 Hours***Prerequisite: CSP127 or permission of the Department Chair*

This course continues the development of object-oriented design through the study of basic data types. It introduces the basic concepts of algorithmic analysis, data structures, recursion, and searching and sorting.

CSP 138**Spreadsheet Design/MS Excel****4 Credits, 4 Hours**

This course presents spreadsheet concepts with a detailed, hands-on study of Microsoft Excel. Topics include formulas, relative, absolute and mixed references, functions, problem solving, templates and consolidation, collaboration, data tables, macros, worksheet databases, charts and Web features. Students may use this course as preparation for the Microsoft Office User Specialist Exam, Expert Level.

CSP 139**Database Design/MS Access****4 Credits, 4 Hours**

This course presents database concepts and rules of good database design with a detailed hands-on study of Microsoft Access. (Students may use this course as preparation for the Microsoft Office Users Specialist Level exam.)

CSP 141**Intro to Programming in C++****4 Credits, 4 Hours***Prerequisite: MAT 102 or higher or permission of the Department Chair*

This course introduces the student to computers, computer programming and problem solving and computer science. Students will learn how to design, write, and execute programs using the C++ programming language.

CSP 149

Web Page Development

4 Credits, 4 Hours

Prerequisite: CSP 101 or CSP 106 or permission of the Department Chair

This is a hands-on course for students interested in a complete presentation of Web page development. Students will gain an understanding of terminology and of the significance of issues involved. Students will develop Web pages using HTML code. Forms will be designed and multimedia elements will be included. Students will become familiar with guidelines for Web page accessibility by people of different levels of ability. Issues of Web site organization will be addressed. Cascading Style Sheets will be used to unify Web site presentation. Each student will create custom Web pages. Web pages will be published.

CSP 200

Help Desk and Support Specialist

4 Credits, 4 Hours

Prerequisite: A minimum of one CSP, ELT, or CNE course beyond CSP 101 or permission of the Department Chair

This course incorporates theory, case studies and/or hands-on experience in computer-user support for help desk and support specialists.

CSP 211

Systems Analysis and Design

4 Credits, 4 Hours

Prerequisite: CSP 139 or CSP 149 or permission of the Department Chair

This course is an introduction to the techniques and fundamentals of systems analysis and design. Topics include the compilation and structuring of necessary information into a workable system design, the appropriate use of computer information systems and their interrelationships. Students gain practical experience in developing and evaluating a system using a case study.

CSP 228

Computer Programming III (Data Structures)

4 Credits, 4 Hours

Prerequisite: CSP 128 with a grade of B- or better or permission of the Department Chair

This course continues the development of object-oriented design through the study of basic data types. It introduces the basic concepts of algorithmic analysis, recursion, and searching and sorting.

CSP 234

PC Architecture and Assembly Language

4 Credits, 4 hours

Prerequisite: CSP 125 or CSP 127 or permission of the Department Chair

This course covers the 80x86 assembly language, developing in the student the skills to program efficiently in this language. The course also examines the design and operation of the 80x86 processor, leading to an understanding of PC architecture.

CSP 239

Database Design/Oracle

4 Credits, 4 Hours

Prerequisite: Any CSP course or permission of the Department Chair

Database/Oracle is a hands-on course for students interested in gaining an understanding of database design, database administration and database access using Oracle. Perhaps most valuable to a programmer wishing to develop applications using an Oracle database, this course will also benefit the future database administrator, LAN administrator, and non-programmer wishing to use other interface tools to access Oracle.

CSP 241

Object Oriented Programming in C++

4 Credits, 4 Hours

Prerequisite: CSP 141 or CSP 127 with a grade of B- or above, or permission of the Department Chair

This course introduces the student to object-oriented programming in C++. The major focus of the course will be those features of C++, which relate to object-oriented programming, including classes, function overloading, and inheritance.

CSP 260

Web Programming/Client Side

3 Credits, 3 hours

Prerequisite: CSP 149 or permission of the Department Chair

This is a hands-on, client-side programming course designed to give students experience creating interactive Web pages. The inclusion of scripts in Web pages turns a static HTML page into a dynamic one by enabling the browser to respond to user-driven events. Students will learn the basics of programming in a client-side scripting language. Scripts can be used to respond to user data entered in a form, to create visual effects such as animation and to control the Web browser window itself. Students will learn to integrate scripts into HTML pages. JavaScript will be the primary client-side scripting language.

CSP 261

Web Programming/Server Side

4 Credits, 4 Hours

Prerequisite: CSP149

Prerequisite or co-requisite: CSP 260 or permission of the Department Chair

This hands-on, server-side programming course is designed to give students experience creating interactive, data-driven Web applications. Students will learn the basics of programming in a server-side scripting language. They will learn to integrate scripts into HTML pages. User information will be stored on and retrieved from a Web server using server-side scripts. The scripts can be used to create Web applications that enable online registration, login verification, shopping carts, etc. Current open source technologies will be used. PHP will be the primary server-side scripting language; Structured Query Language (SQL) will be used for the creation, management and retrieval of large amounts of data; MySQL will be the relational database management system. Students will also work with Extensible Markup Language (XML), a relatively new technology for describing and cataloging data in an HTML document. PHP can be used to display data from an XML file and display it dynamically on a web page.

CSP 262**Web Site Management****2 Credits, 2 Hours***Prerequisite: CSP 149, CSP 260 and CSP 261 or permission of the Department Chair*

This is a hands-on web site management course for the student who wants to learn to manage an extensive website. Students will have experience planning, testing and publishing and editing multiple-page websites using a current, comprehensive website authoring program. Tools for working with a team of developers are also covered. Students will use the Dreamweaver program.

CSP 271-273**Computer Studies Practicum/
Internship****1-3 Credits***Prerequisite: Permission of Department Chair*

Students in this course are placed in a specified training program. It is expected that the student will spend 45-135 hours on the internship (depending on the number of credits earned). Varied assignments in the specific computer setting provide work experiences and hands-on training under the combined supervision of a member of the computer community and a College faculty member. This course may be used to satisfy one of the electives required for a degree in the computer studies curriculum.

**CORPORATE/
HOMELAND SECURITY****CHS 101****Introduction to Homeland and
Corporate Security****3 Credits, 3 Hours**

This course is an examination of the structure, organization and key principles associated with federal, state and private organization security functions as they relate to the concept of homeland security.

CHS 102**Critical Infrastructure and Key
Resource Protection****3 Credits, 3 Hours***Prerequisite: CHS 101*

This course is an examination of the national critical infrastructure and the general methods, theories, and rationales associated with its protection from both foreign and domestic threats.

CHS 103**Corporate Asset Protection and Safety****3 Credits, 3 Hours***Prerequisite: CHS 101*

This course is an examination of the concepts associated with loss prevention and organizational safety; including internal and external theft prevention, investigations, emergency preparedness, and risk management as they relate to private organizational functions.

CHS 201**Investigations in Homeland and
Corporate Security****3 Credits, 3 Hours***Prerequisite: CHS 101*

This course is an examination of theories, concepts, and practices associated with organizational investigations as they relate to the protection of private and public assets.

CHS 202**Intelligence Gathering, Analysis, and
Protection****3 Credits, 3 Hours***Prerequisite: CHS 101*

This course is an examination of the principles associated with intelligence gathering, analysis, and protection as they relate to both private and public organizational security operations.

CRIMINAL JUSTICE**CRJ 101****Introduction to Criminal Justice****3 Credits, 3 Hours**

An introduction to the social reality of crime and society's attempts to deal with this critical issue through the various components of the criminal justice system. The course explores the nature, extent and causes of crime; the historical background and current dimensions of criminal law, constitutional criminal procedure, police practices, criminal trials and prisons, along with special topics such as drug abuse and the death penalty.

CRJ 103**Juvenile Justice System****3 Credits, 3 Hours**

This is a core course within the Criminal Justice curriculum. This course explores the philosophy and role of the three components of the Juvenile System-- the police, courts and probation/correction. An interdisciplinary approach is used to analyze the causes of delinquency and the treatment of juvenile offenders. The history, current trends, new directions, recent court decisions and special problems relating to juveniles are discussed and analyzed.

CRJ 111**Police Organization and Management****3 Credits, 3 Hours**

Proactive police management provides a review, analysis and synthesis of the various approaches to police management. Traditional scientific management, the behavioral systems approach and the human relations approach will be examined as will the future of proactive police management. A thorough look at police organization and management styles, beginning with a historical perspective, modern management approaches, and a glimpse at the future direction of police management.

Course Descriptions

CRJ 120

Introduction to Corrections

3 Credits, 3 Hours

This course will provide an introduction to the American Correctional System. A discussion of historical antecedents, early punishment and the creation of the penitentiary and modern corrections bureaucracy will be analyzed. Secure institutions, local jails; state prisons, federal prisons and issues concerning prisoner life, special needs and prisoner legal rights will be examined. A view of prison alternatives such as probation, parole and community corrections will be explored.

CRJ 130

Introduction to Security

3 Credits, 3 Hours

A complete revolution in the security industry has occurred in the aftermath of the September 11, 2001 attacks on the World Trade Center and the Pentagon. Government involvement in the private security industry as evidenced in the Airport Security Officer Employment Standards Act of 2002 indicates major changes in the United States government's involvement in the security industry. Today's security industry is also responding to the threat of world terrorism, protection of information and other supports for the business community. The relationship between government and private security with traditional public policing will be explored as well as new technology developments.

CRJ 201

Criminal Law

3 Credits, 3 Hours

This course will examine how society attempts to control certain behavior through the sanction of substantive criminal law. The historical and philosophical bases for criminal law, along with specific federal and New York Penal Law provisions, will be analyzed. The elements of criminal liability and criminal defenses will be looked at in the content of both personal and property crimes.

CRJ 202

History of Policing

3 Credits, 3 Hours

This course provides an overview of the many facets encompassing the profession and in social control theory. This will help students of the criminal justice system understand the birth, emergence, and current status of American law enforcement by examining the social, political, institutional and cultural forces that have shaped this social institution.

CRJ 203

Criminal Investigation

3 Credits, 3 Hours

This course explores the process and techniques involved in determining whether a crime was committed and who was responsible. Topics include crime scene analysis, identification and arrest techniques, forensics, interview and interrogation, use of informants, surveillance and undercover operations. General principles are applied to specific types of crimes such as homicides, sex crimes, crimes against children and drug offenses.

CRJ 205

Constitutional Law & Criminal Procedure

3 Credits, 3 Hours

This course will examine how the rules of evidence, historically rooted in the Bill of Rights and the Anglo-American adversarial judicial system, serve to protect the fundamental rights of persons accused of crimes as well as to promote effective fact finding. Through studying actual criminal cases, students will examine the value of these rules in terms of rapid technological and social change.

CRJ 206

Justice, Crime and Ethics

3 Credits, 3 Hours

This course provides a broad philosophical foundation to explore a wider range of challenges to the criminal justice system. The student will examine how the principles of applied ethics help to clarify and resolve a troubling aspect of police culture, the alleged corruption of the noble cause of police work, corrections and ethical choices and the "War on Terror." Through a combination of "theoretical" analysis and an examination of real world situations, students will be encouraged to examine their current attitudes and reflect upon an ethical framework to address future professional dilemmas.

CRJ 208

Special Topics in Criminal Justice

3 Credits, 3 Hours

The focus of this course is to recognize the many special and unique issues confronting contemporary society that require a response from the law enforcement community. Students will explore unique topics, consider their impact on society and explore ways to address these concerns. Often these special topics create a profound impact on our legal system, the economy, and culturally.

CRJ 209

Terrorism and Homeland Security

3 Credits, 3 Hours

This course will seek to place recent acts of terrorism in context: historical, military, geopolitical and religious. It will examine the motivations, organization and tactics of various terrorist organizations as well as the "force multipliers" of technology, media and religion. Specific focus will be placed on the impact of terrorism on intelligence agencies, law enforcement and other security forces. The significant challenge posed by trying to balance the need to maintain the safety and security of citizens with the threats to civil liberties posed by increases in the exercise of governmental power will be addressed.

CRJ 210**International Criminal Justice Systems
3 Credits, 3 Hours**

This course provides the student with an international perspective of how justice and legal standards have developed in a variety of countries. Focus on international legal standards is an emerging issue as countries are confronted with cross border crime, international organized criminal behavior and different standards as to what constitutes justice in a variety of legal systems utilized by individual countries.

CRJ 217**Principles of Probation and Parole
3 Credits, 3 Hours**

An introduction to the history, philosophy and practices of probation and parole. New concepts have affected both the theory and practice of probation and parole. In community-based corrections, the justice model and determinate sentencing have affected how we respond to the need for public safety. The new reality of “truth in sentencing” and “three strikes and you’re out” are today’s realities. These issues serve as a basis for the discussion of probation and parole.

CRJ 220**Criminal Justice Field Experience
3 Credits, 3 Hours**

Prerequisite: CRJ 101, 103 and 201 or permission of the Department Chair. Students must be hired by the College Security Department prior to registration for this course. Students observe and participate in the everyday functions of several criminal justice agencies under the direct supervision of a field practitioner. This course enables the student to evaluate and experience all areas of criminal justice providing in-depth understanding of the goals and philosophies of specific agencies.

CRJ 222**Organized Crime in America
3 Credits, 3 Hours**

A study of the history, structure and business of organized crime will be the focus of the course. New emerging criminal groups and the transnational aspects of organized crime will be analyzed and police efforts to control this behavior will be discussed as well as the overall impact on society.

CRJ 225**Women and the
Criminal Justice System
3 Credits, 3 Hours**

A 21st century view of women and their relationship in all aspects of law and social control. September 11, 2001, has forever changed our criminal justice system and the parameters of individual liberty and government power. Female police officers are commonplace in today’s police force and female offenders are rising at higher rates than their male counterparts. The course will explore women’s role as social control practitioners in the criminal justice system, women as victims, and women offenders.

CRJ 226**Multicultural Law Enforcement
(Cross-listed with PDA 226)
3 Credits, 3 Hours**

This course focuses on issues relating to the challenges presented to law enforcement officers and agencies by increasingly diverse communities and work forces. It places these complex dynamics in social and historical context and points to skills and strategies for police officers and agencies to better understand and communicate with those who are different because of gender, sexual orientation, race, ethnicity, religion or culture. This course can be used to fulfill the Pluralism and Diversity degree requirement.

CRJ 227**Community Policing
and Problem Solving
3 Credits, 3 Hours**

This course explores the basic concept of community policing: thereby creating a place where police and representatives of the many diverse constituencies that define our multi-cultural and diverse society would meet and work through their problems. This concept creates a real reflection of how our society is today and demonstrates that a collaborative response to public safety issues is imperative.

CRJ 228**Public Policy, Crime
and Criminal Justice
3 Credits, 3 Hours**

This course is designed as a culmination of the criminal justice studies. Students will utilize their collective educational experiences to synthesize their thoughts and ideas and to create discussion in the development of public policy. Specific areas of thought and discussion will focus on the criminal justice system, courts, juvenile justice corrections, and what impact these issues have on racial identity, gender, sexual orientation, socio-economics and education.

CRJ 255**International Criminal Justice
A Comparative Approach
3 Credits, 3 Hours**

This course will examine the historical development of English law, legal procedure and policies that shape the justice system and the relationship to the United States criminal justice system. Comparative research involves the study of similarities and differences in culture, societies and institutions. Emphasis will be placed on a review of current concepts of legal processes, policies and practices of government, police and corrections. The principle goal is to enhance the student’s understanding of foreign justice systems.

Course Descriptions

CRJ 256

Issues in Comparative Public Safety

3 Credits, 3 Hours

This course examines the many different ways that justice is conceived and achieved within the international community. The student will focus on the diversity in legal systems around the world and how the police, courts, and corrections respond to issues of public safety.

CRJ 257

Professional Studies in Criminal Justice

3 Credits, 3 Hours

Prerequisite: Three years experience as a Criminal Justice Professional or permission of the Department Chair

This seminar and field experience will allow students to learn about the philosophy, public policies, social institutions and procedures of criminal justice agencies in foreign countries. The police, courts, corrections and rehabilitative services of other nations will also be examined and opportunities provided for field study and independent research in specific areas of interest. Comparisons will be made with consideration of the philosophy and processes in the United States justice system.

CRJ 273

Security Practicum I

3 Credits, 3 Hours

Prerequisite: Practicum students must be approved by the Director of Security

Under the supervision of the Director of Security, the student learns the basic skills and techniques of law enforcement and security through fieldwork experience as a student security assistant worker. Activities are designed to create an understanding of the goals, philosophy and responsibilities of the law enforcement/security field.

CYBER SECURITY

CYB 106

Networking I/ CCNA® 1 & 2

6 Credits, 6 Hours

This introductory networking course is the first part of the Cisco Systems Networking Academy® CCNA curriculum. This first semester of a two-semester course covers Network Fundamentals and Routing Protocols and Concepts, and helps prepare students for Part 1 of the CCNA exam, Interconnecting Cisco Network Devices Part 1 (ICND1 640-822), the CompTIA® Network+ exam, and the Cisco Certified Networking Associate (CCNA 640-802) certificate exam. Topics include networking terminology and protocols, Local Area Networks (LANs), Wide Area Networks (WANs), the Open System Interconnection (OSI) and Transmission Control Protocol (TCP) layered models, cabling, router, router configuration, Ethernet, Routed (IP, IPX, and Apple Talk) and Routing Protocols (RIPv1, RIPv2, EIGRP and OSPF), Internet Protocols (IP) addressing, Access Control List, and network standards.

CYB 107

Networking II/ CCNA® 3 & 4

4 Credits, 4 Hours

Prerequisite: CYB 106

This course is a continuation of Networking I/Cisco CCNA 1&2. Topics include switching, Local Area Networks (LANs), Wide Area Networks (WANs), Virtual Local Area Networks (VLANs) design, configuration and maintenance, Integrated Services Data Networks (ISDN), Point-to-Point (PPP) and Frame Relay configuration, network protocols, advanced router configuration and troubleshooting. Additional topics include Classless versus Classful routing, Variable Length Subnet Masking (VLSM) calculation and supernetting. This is the second semester of a two-semester course and includes Cisco Systems® Networking Academy CCNA Curriculum semesters 3 and 4. The course helps prepare students for Part 2 of the industry recognized Interconnecting Cisco Networking Devices (ICND 640-811) and the CompTIA® Network+ exam, or the Cisco Certified Networking Associate (CCNA 640-801) certificate exam.

CYB 110

Introduction to Unix (Linux)

4 Credits, 4 Hours

Prerequisite: CSP 101 or ELT 249

This course provides an introduction to the UNIX operating system. Topics include the UNIX file system, basic UNIX commands, shells, the vi editor, redirection and piping.

CYB 112

PC Application Support and Applications on XP

4 Credits, 4 Hours

This course is to provide individuals who are new to Microsoft Windows® XP with the knowledge and skills necessary to troubleshoot basic problems end users will face while running Microsoft Windows® XP Professionals in an Active Directory® network environment, or Windows XP Home edition in a workgroup environment and related to configuring and maintaining applications such as Microsoft Office, Outlook Express, Internet Explorer and other applications that run on a Microsoft Windows® XP Operating System. This is an introductory course designed to provide an overview of operating system concepts and how to troubleshoot Windows® XP as well as applications running in Microsoft Windows® XP.

CYB 116

Windows® Desktop OS Support

4 Credits, 4 Hours

Prerequisite: CYB 112 or permission of the Department Chair

This course provides the knowledge and skills necessary to install, configure and support Microsoft Windows XP® Professional in a stand-alone and networked environment. Topics include automated installation, disk management, desktop configuration, user profiles, TCP/IP configuration, remote user support, mobile computing and performance monitoring.

CYB 130**Network Security****4 Credits, 4 Hours***Prerequisite: CYB 215 or permission of the Department Chair*

This course is an introduction to both physical and logical network security. Students will learn about current computer security issues and how to address them and also what steps are being taken to provide better security in the future. Topics include access control, authentication, hacking threats, communication security, cryptography, disaster recovery, WEP/WAP, and risk assessment. This course helps prepare students for the COMPTIA® Security+® certification exam.

CYB 206**Networking III/Cisco CCNP®****4 Credits, 4 Hours***Prerequisite: CYB 107*

An introduction to advanced Interior Routing Protocols, Wide Area Networking (WAN) and its relationship to the Local Area Network (LAN). Topics include Variable Length Subnet Masking, NAT translation, Easy DHCP, Lock and Key security, Single Area OSPF, Multi Area OSPF, Enhanced IGRP, BGP and Route summarization. This course will help prepare students for the Cisco Building Scalable Cisco Networks (BSCN) certification exam.

CYB 207**Networking IV/Cisco CCNP®****4 Credits, 4 Hours***Prerequisite: CYB 107*

An introduction to Remote Access and the role it plays in a Wide Area Network. Topics include choosing the appropriate WAN technology, configuring modems and asynchronous dial-up connections, configuring PPP and ISDN connections, enabling Dial on Demand Routing, managing traffic over Frame Relay and X.25, managing WAN backup links, scaling IP using NAT and PAT translation. This course will help prepare students for the Building Cisco Remote Access Networks exam (BCRAN).

CYB 215**Windows® Server Administration****4 Credits, 4 Hours***Prerequisite: CYB 272 or permission of the Department Chair*

This course provides students with the knowledge and skills that are required to manage accounts and resources, maintain server resources, monitor server performance and safeguard data in a Microsoft Windows Server® 2003 environment. The course is intended for individuals who are employed as or seeking employment as a systems administrator or systems engineer.

CYB 216**Windows Active Directory Configuration****4 Credits, 4 Hours***Prerequisite: CYB 112 or CYB 116 or permission of the Department Chair*

This course will provide students with the knowledge and skills necessary to install, configure, maintain and troubleshoot Active Directory® on Windows Server® 2008. Topics include group policy, certificate services, software installation, site configuration, user and computer management, and backup.

CYB 220**Introduction to Wireless Networking****4 Credits, 4 Hours***Prerequisite: CYB 116 or permission of the Department Chair*

This is an introductory course focusing on the design, planning, implementation, operation and troubleshooting of wireless LANs. It covers a comprehensive overview of technologies, security and design best practices with particular emphasis on hands on skills in the following areas: wireless LAN set-up and troubleshooting, 802.11a and 802.11b technologies, products and solutions, site surveys, resilient WLAN design, installation and configuration, WLAN security- 802.1x, EAP, LEAP, WEP, SSID, and vendor interoperability strategies.

CYB 225**Windows® Network Administration****4 Credits, 4 Hours***Prerequisite: CYB 116 or permission of the Department Chair*

This course provides students with the knowledge and skills to implement, manage and maintain a Microsoft Windows Server® 2003 network infrastructure. Topics include implementing routing, implementing, managing and maintaining Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Windows Internet Name Service (WINS); securing Internet Protocol (IP) traffic with Internet Protocol security (IPSec), and certificates; implementing a network access infrastructure by configuring the connections for remote access clients; and managing and monitoring network access.

CYB 226**Windows® Network Infrastructure/2008****4 Credits, 4 Hours***Prerequisite: CYB 106 or CYB 216 or permission of the Department Chair*

This course provides students with the knowledge and skills that are required to install and configure network services on a Microsoft Windows 2008 Server. The course is intended for those who are employed or seeking employment as a network administrator. Topics include IP addressing, DNS, DHCP, Routing and Remote Access, file and print services, IPSec, Windows Firewall, authentication, Network Access Protection, disk quotas and backup.

CYB 240**Computer Forensics****4 Credits, 4 Hours***Prerequisite: ELT 249 or permission of the Department Chair*

This course introduces students to the field of computer forensics. Topics include types of digital evidence, methods for digital evidence collection, analysis and preservation, hardware and software forensics tools, and incident response. Extensive lab work is included using industry standard tools.

Course Descriptions

CYB 271-274

Computer Networking Practicum

1-4 Credits,

Prerequisite: Two CYB courses or approval of the Internship Coordinator or Division Chair

Students in this course are placed in a computer networking environment appropriate to their career goals and interests for a specified training program. It is expected that the student will spend 45 to 180 hours on the internship (depending on the number of credits earned). Varied assignments in the specific setting provide work experience and hands-on training under the combined supervision of a member of the computer networking community and a College faculty member. This course may be used to satisfy one of the electives required for a degree in the computer networking curriculum.

ECONOMICS

ECO 201

Microeconomics

3 Credits, 3 Hours

This course analyzes the structure and function of the market system, emphasizing the role of supply and demand, the individual firm, the four firm structures, and the distribution of income.

ECO 202

Macroeconomics

3 Credits, 3 Hours

This course examines the factors that influence national income, including consumption and investment spending; determinants of the level of employment and business cycles. Also treated are fiscal policy and monetary policy tools, the Keynesian model of income determination, and the workings of the Federal Reserve System.

ELECTRONIC TECHNOLOGY

ELT 101

Electronic Fundamentals

4 Credits, 6 Hours

A course designed to introduce basic DC concepts to students in the ELT program and those who want a basic understanding of why electricity behaves as it does. Students analyze and measure current, voltage and resistance and use the basic DC theory in practice. In addition, basic atomic theory, Ohms law, series and parallel circuits, magnetism and meter circuits are studied.

ELT 102

Introduction to Semiconductors

4 Credits, 6 Hours

This course provides an introduction to the principles of semiconductor devices. Topics include semiconductor theory, P-N junctions, diode operation and typical applications, basic junction transistor operation, circuit configuration and field effect transistors.

ELT 103

Circuit Analysis

4 Credits, 6 Hours

Prerequisite: ELT 101

This course continues the circuit analysis introduced in ELT 101. It includes a thorough treatment of Thevenin's and Norton's theorems, Mesh analysis, nodal analysis and delta to wye conversion, source conversion, ideal and practical voltage and current sources are also studied as well as RC and RL DC transient analysis. The design of attenuators and pads is covered in depth.

ELT 104

AC Theory

4 Credits, 6 Hours

Prerequisite: ELT 101

The study of electrical fundamentals is extended to the behavior of alternating current circuits. Inductance and inductive reactance, capacitance and capacitive reactance, qualitative analysis of the AC sine wave, series and parallel RL and RC as well as RLC AC circuits are accomplished. Transformer theory, resonance and band-pass and notch filter circuits are also studied

ELT 115

Applied Math I

3 Credits, 3 Hours

Covers the math skills needed by those enrolled in the Electronic and Computer Technology program or by others who wish to improve math skills that apply to their daily work. This is a prerequisite for more advanced mathematical courses given later in the curriculum, topics include positive and negative numbers, scientific notation, algebra, equations, exponents, factoring and introduction to trigonometry.

ELT 116

Applied Math II

3 Credits, 3 Hours

Prerequisite: ELT 115 or MAT 101

A continuation of ELT 115, this course completes the math requirements for students enrolled in the Electronic and Computer Technology program, and covers complex numbers, vectors, algebra, trigonometry, determinants and logarithms.

ELT 206

Electronic Instrumentation

4 Credits, 6 Hours

Prerequisite: ELT 103 or permission of Department Chair

An introduction to Instrumentation for modern industrial measurement and control used throughout industry. Theory and hands-on operation of temperature and other transducers process controllers, programmable logic controllers (PLCs), data acquisition, wiring and communications.

ELT 237**Test Equipment****3 Credits, 3 Hours***Prerequisite: ELT 102 or permission of the Department Chair*

This course is an introduction to the theory of operation and proper use of test equipment. Basic devices such as D'Arsonval meters, DC and AC voltmeters, A.F and R.F signal generators, sine and square wave generators are covered. Equipment for more specialized measuring applications such as Q meters, frequency counters, spectrum analyzers and oscilloscopes is included.

ELT 245**Linear Integrated Circuits****4 Credits, 6 Hours***Prerequisite: ELT 101, ELT 102, and ELT 104*

Theoretical analysis and practical application in the laboratory are combined to provide a thorough understanding of contemporary solid-state circuitry and its operation. Modern linear integrated circuits such as the operational amplifier are studied using near-ideal approximations and feedback theory. Also covered are digital-analog and analog-digital converters.

ELT 248**Digital Circuits****4 Credits, 6 Hours***Prerequisite: ELT 101*

This course is an introduction to modern Digital Electronics. Students study Binary and Hex Arithmetic, number systems, truth tables and logic design using map minimization. AND, NAND, NOR inverters and clock circuits are discussed as well as flip-flop, Schmitt trigger and other medium-scale integrated circuits and, Analog/Digital conversion. Emphasis is on digital hardware and circuits.

ELT 249**PC Maintenance****4 Credits, 6 Hours**

This course is designed to introduce the student to computer hardware and various operating systems. Standard interfaces, ports, bus structures, architectures and interconnection methodology will be presented. Hands-on experience with system boards, adapters, diagnostic software, video monitors and power supplies are included. Emphasis is on the hardware, configuration, upgrading, and troubleshooting for support and network management personnel. The student will be able to identify and configure the principle components of present-day personal computers and perform tasks such as installation of memory, operating systems, and drivers. This course helps prepare students for the industry-recognized CompTIA® A+ exam.

ELT 263**Communications Systems****4 Credits, 4 Hours***Prerequisite: ELT 102, ELT 103 and ELT 104*

The purpose of this course is to provide students with the competencies required to repair and maintain modern communications equipment including devices using PLL synthesizers and microprocessor control. Theory of operation of the circuits used in communications equipment and techniques necessary to repair these circuits are included. Modern test equipment such as digital oscilloscopes, spectrum analyzers and station monitors are used. Lab work includes the repair of radio equipment used in the Rockland County Police Radio System.

**EMERGENCY
MANAGEMENT****EMG 150****Principles of Emergency Management
2 Credits**

This course is intended to provide information that will enable persons just entering the profession or expanding their roles to have the ability to work with emergency management issues. It will provide an overview of the characteristics, functions, and resources of an integrated system and of how various emergency management services work together in an integration of resources and capabilities. Emphasis will be placed on how this system is applied to all hazards for all government levels, across the four phases, and all functions of emergency management.

EMG 152**Public Safety Critical Incident
Management****1 Credit**

This course provides students with information relevant to public safety forces (fire, police, and emergency medical services) roles and responsibilities when responding to an emergency. Additionally, the course provides information dealing with support service agencies and the concerns and roles of private business and local government in supporting public safety forces in emergency situations. It also provides information to encourage cooperation of all groups and agencies at the scene of an emergency, with a key component focusing on the goals and critical tasks of each public safety agency operating at a given scene.

EMG 160**Developing Volunteer Resources
1 Credit**

This course allows students to learn the necessary skills to be able to make appropriate volunteer assignments, structure programs to maintain or increase the skill levels of volunteers, and motivate them to both maintain readiness and operate effectively during emergency situations.

Course Descriptions

EMG 162

Resources and Donations Management 2 Credits

This course is designed to provide Resource Management Coordinators with the knowledge and skills they need to perform resource management functions with the overall framework of the emergency operations center (EON). This performance-based course is intended to introduce local officials (i.e., representatives of local governments and leaders of local voluntary organizations) to the concept of donations management and their roles and responsibilities in the donations management process.

EMG 170

Public Information Officer Basic Course 3 Credits

This course provides students with the skills needed to perform public information duties as they relate to emergency management. It focuses on the definition of the job of the public information officer. The course assists participants with building the skills needed for this position, such as oral and written communications, understanding and working with the media, and the basic tools and techniques PIOs need to do the job.

EMG 178

Emergency Response Planning 3 Credits

Prerequisite: EMG 150

Planning is an essential function of an effective emergency program and serves as a tool for emergency professionals in improving disaster management and public safety policies. The Emergency Response Planning course provides emergency management and public safety personnel with the knowledge, skills and ability to develop or enhance their Comprehensive Emergency Management plans. The course will highlight the importance of building an integrated system for emergency planning that uses multi-agency teams to address mitigation, preparedness, response and recovery.

EMG 180

Emergency Management Leadership 2 Credits

The Emergency Management Leadership course is designed to provide students with the skills necessary to lead and influence others in the demanding setting of emergency management by increasing their range of skills in a variety of interpersonal areas: conflict management, use of power, group dynamics, leadership, and influence. Students are taught to clearly identify problems and their root causes in order to determine the appropriate type of decision-making style. Using a suggested process of problem solving, participants will be able to apply creative solutions to both emergency and non-emergency situations in an emergency management situation.

EMG 182

Basic Incident Command System 1 Credit

The Basic Incident Command System course is designed to increase participants' knowledge and understanding of the Incident Command System. Utilizing lectures and small group activities, participants will acquire the ability to organize and manage an incident through implementing the ICS. The material covered during the course includes an introduction to the principles and features of ICS, organizational overview, incident facilities, incident resources, and common responsibilities of key ICS positions.

EMG 184

Emergency Response to Terrorism 1 Credit

The Emergency Response to Terrorism course provides the knowledge and skills needed by public safety forces that respond to terrorist acts. The course provides public safety and related support personnel the information to understand terrorism and its root causes and motivation. The course also provides methods to enable students to recognize circumstances indicating a potential terrorist attack and to protect themselves from a variety of potential dangers.

EMG 252

Disaster Responses and Recovery Operations 2 Credits

Prerequisite: EMG 150

The purpose of this course is to introduce students to the basic concepts and operations applicable in a disaster environment (particularly for major disasters) and enhance understanding of the proper roles and responsibilities of various local and state emergency management officials, why they matter, and how these roles and responsibilities relate to those carried out by the Federal government. To foster multi-level partnership, the course emphasizes the problem-solving aspects of disaster operation as well as associated coordination requirements.

EMG 256

Mitigation for Emergency Managers 1 Credit

Prerequisite: EMG 150

This course addresses the important roles of the emergency program manager or other local government representative in mitigation. It provides the emergency manager direction on how to implement into a locality recognized and accepted national mitigation strategies. The course provides students information helpful in the coordination of public safety agencies, local businesses, and professional organizations. Also provided in the course is information on funding mitigation efforts through public and private sources.

EMG 262

Intermediate Incident Command Systems 1 Credit

Prerequisite: EMG 182

The Intermediate Incident Command System course is designed to increase the participants' knowledge and understanding of the Incident Command System. Utilizing lectures and small group activities, participants will acquire the ability to organize and manage staffing. The material covered during the course includes organization and staffing, organizing incidents and events, incident resource management, air operations, and incident and event planning.

EMG 270
Multi-Hazard Emergency Response
Planning for Schools
1 Credit

Prerequisite: EMG 178

This course will provide participants with the basic information and tools needed to develop effective plans for the wide array of potential emergencies that schools may face. Participants completing the course will be able to explain the importance of effective planning to others and lead individuals in their schools and community through the process of developing an effective multi-hazard program.

EMG 278
Emergency Operations Center (EOC)
Management
1.5 Credits

The EOC Management course provides students with the knowledge and skills they need to design, initiate, build, and operate an Emergency Operations Center. The curriculum is designed using a performance-based approach, which emphasizes learning activities that are easily transferable to the job.

EMG 280
Emergency Exercises
Program Management
3 Credits

Prerequisite: EMG 150

The Emergency Exercise Program Management course is intended to provide participants with the knowledge and skills to develop and conduct disaster exercises that will test a community's emergency operations plan and operational response capability.

EMG 282
Advanced Incident Command System
1.5 Credits

Prerequisite: EMG 262

The Advanced Incident Command System course is designed to increase the participants' knowledge and understanding of the inherent flexibility of the Incident Command System to manage major or complex incidents. Utilizing lectures and small group activities, participants will acquire the ability to organize and manage major or complex incidents. The material covered during the course includes command and general staff duties and responsibilities, unified command, major incident managements, and area command structures.

EMG 284
Terrorism Response Training
2 Credits

Prerequisite: EMG 178

This course will help emergency planners, first responders, and others at all levels to review their preparedness efforts and response capabilities to a terrorist incident. It will also assist participants in the ongoing re-evaluations of their threats, current emergency operations plan, and the implications of a terrorist incident on continuity of critical services and long-term recovery.

EMERGENCY MEDICAL
SERVICES

EMT 100
Certified First Responder
4 Credits, 6 Hours

This course is designed to provide the education needed by Certified First Responders (CFRs) to administer patient care in the out-of-hospital setting. It covers all techniques of emergency care presently considered within the responsibilities of the CFR as well as all operational aspects of the job. This course includes the following topics: preparatory material, cardiopulmonary resuscitation, airway management, patient assessment, illness and injury, childbirth, pediatrics and operations. Demonstration, practice, clinical and field experience are carefully integrated with the didactic portion.

EMT 101
Emergency Medical Technology I
4 Credits, 4 Hours

This course is designed to provide the education needed by Emergency Medical Technicians (EMTs) to administer patient care in the out-of-hospital setting. It covers all techniques of emergency medical care presently considered within the responsibilities of the EMT as well as all operational aspects of the job, which the student will be expected to perform. This course includes preparatory material, cardiopulmonary resuscitation, airway management, patient assessment and trauma. Demonstration, practice, clinical and field experience are carefully integrated with the didactic portion.

EMT 102
Emergency Medical Technology II
4 Credits, 4 Hours

Prerequisite: EMT 101

This course builds on the knowledge and experience acquired in EMT 101. This course is designed to provide the education needed by Emergency Medical Technicians (EMTs) to administer patient care in the out-of-hospital setting. It covers all techniques of emergency care presently considered within the responsibilities of the EMT as well as all operational aspects of the job. This course includes the following topics: medical emergencies, infants and children and operations. Demonstration, practice, clinical and field experience are carefully integrated with the didactic portion. Some Saturday sessions are required. This course is offered for the second half of the semester and must be taken with EMT 101.

ENGINEERING

ENR 105

Introduction to Engineering 3 Credits, 3 Hours

This course will enable the student to gain familiarity with basic methods and techniques of engineering by recording/analyzing data and problem solving. The student will be introduced to engineering language including terminology, graphing, computational techniques and the use of MATLAB in solving engineering problems. The engineering design process is also explored. A knowledge of basic algebra and trigonometry.

ENR 106

Engineering Graphics 3 Credits, 3 Hours

The introduction to Engineering Graphics is designed to familiarize students with the basic functionality of Pro Engineer in solving problems in engineering graphics in a project-oriented environment. The course covers the basic functions needed to use Pro Engineer software to create part models, drawings and assemblies. Emphasis is on the Pro Engineer design philosophy, used in creating parts, drawings and assemblies. Hands-on tie with Pro Engineer is maximized in this course. Part, drawing and assembly design are all covered.

ENR 203

Engineering Statics 3 Credits, 3 Hours

Prerequisite: MAT 204 and PHY 106

Engineering Statics is a course of study in engineering mechanics that emphasizes a combination of theory and applications. Topics include: Force Vectors, Equilibrium of a particle, Force System Resultants, Equilibrium of a Rigid Body, Structural Analysis, Internal Forces, Friction, Center of Gravity, Moments of Inertia, and Work.

ENR 206

Electric Circuits

4 Credits, 6 Hours

Prerequisite: MAT 204 and either PHY 102H or PHY 106

This course provides theory and laboratory practice with electric circuits for engineering majors. The topics included in this course are: resistive circuits, nodal and loop analysis, superposition, Norton's and Thevenin's theorems, RLC circuits, steady state and transient responses using the Fourier and Laplace Transforms; the Operational Amplifier and basic circuits using Op Amps, computer analysis of circuits using PSPICE.

ENR 208

Engineering Statics

3 Credits, 3 Hours

Prerequisite: MAT 205, PHY 106

An introduction to thermodynamics for engineering majors. Topics covered include: First and Second Laws of Thermodynamics. Applications to control volume and closed systems. Gas and vapor power systems: applications to Otto, diesel, ranking engines.

ENGLISH

ENG 080

Communication Skills

0 Credits, 9 Hours

Four classroom hours (non-degree credit) plus a minimum of five additional hours devoted to reinforcement of reading and writing skills plus computer assisted instruction (registered as a credit-free activity). Individualized and classroom study based on the student's need to develop basic reading skills, study and listening techniques and the fundamentals of writing. The course permits the student to practice new skills under the supervision of instructors who provide direction and feedback. At the end of the semester, students are expected to demonstrate significant improvement.

ENG 090

Communication Skills

0 Credits, 9 Hours

Four classroom hours (non-degree credit) plus a minimum of five additional hours for skills reinforcement and computer assisted instruction. Individualized and classroom study, based on the student's need to develop reading skills, study techniques and the fundamentals of writing. The course permits the student to practice new skills under the supervision of instructors who provide direction and feedback, which culminates in the five-paragraph essay.

ENG 095

Effective Writing

0 Credits, 4 Hours

Offered for students who achieved a minimum competency score on the reading section of the English Assessment but who need to achieve a minimum competency score on the writing section or maintain effective writing skills before moving into ENG 101. The course presents information and practice important to beginning college writers. Students learn to incorporate unity, support, coherence, analytical thinking and sentence skills into their writing. The goal of the course is to enable students to achieve or maintain the level of writing required for admission into a credited English Composition course.

ENG 096

Efficient Reading

0 Credits, 4 Hours

It presents a survey of techniques necessary for efficient reading and effective studying. It will include skills in literal and critical comprehension; students will expand their thinking skills regarding inference, interpretation, evaluation, analysis, synthesis, and application. Reading skills include vocabulary enrichment, identifying a writer's purpose and tone. Reading as a process is explained and students are taught to employ effective self-monitoring strategies, as well as note-taking and test preparation.

ENG 101
English Composition I

3 Credits, 3 Hours

Prerequisite: Placement into ENG 101

The first part of a one-year writing sequence emphasizing writing clear, thoughtful prose linked to critical reading, interpretation of the content and style of essays, discussing essays critically and using them as models for writing. Seven or more writing tasks are required, three written in class. One is a documented essay, submission of which is required for a passing grade.

ENG 102
English Composition II

3 Credits, 3 Hours

Prerequisite: ENG 101

English Composition II builds upon and deepens the objectives of English Composition I. Students study selections from various forms of imaginative literature by culturally, ethnically and racially diverse writers in order to develop perception and critical insight and to exercise these skills in writing assignments. A minimum of six themes is required, of which at least three must be written in class.

ENG 201
World Literature I

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

World Literature I is designed to acquaint students with great works by writers of world importance before the 15th century and to help them learn to understand and appreciate literature and cultures that are unfamiliar to them. Through reading the selected works, students will examine people's understanding and interpretation of the world, of their involvement with nature, God, society and themselves. *Fulfills literature requirement for AA degree.*

ENG 202
World Literature II

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

World Literature II is a survey of international literary works that emphasize the variety, yet commonality, of human experience. Students will read and discuss enduring works of literature in their cultural and historical contexts. The course includes such writers as Moliere (French), Leo Tolstoy (Russian), Chikamatsu Monzaemon (Japanese), Lu Xun (Chinese), and Chinua Achebe (African). It pays special attention to the analysis of how these authors presented the best and the worst of their times with keen observations and superb writing skills in exploring various human experiences, successes and failures, happiness and sorrows and social and individual conflicts. *Fulfills literature requirement for AA degree.*

ENG 203
American Literary Tradition I

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

The period from the beginnings to the Civil War; Literature is explored against the background of society, history and culture. Readings include Native American myths and songs; explorers' reactions to the "new" world, Puritan writings, classical 19th century writers such as Cooper, Emerson, Thoreau, Hawthorne, Melville and Poe, new voices heard through slave narratives and other selected materials, Whitman and Dickinson. *Fulfills literature requirement for AA degree.*

ENG 204
American Literary Tradition II

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

The period from the Civil War to the 21st century is explored with emphasis on regionalism, literary realism and naturalism, women's voices, modernism and work of African, Latino/a, and Asian-American writers. Includes such writers as Twain, James, Jewett, Chesnut, Bonnin, Crane, Chopin, Cather, Hurston, Faulkner, Eliot, Sexton, Plath, Song, Rios. *Fulfills literature requirement for AA degree.*

ENG 205
Themes in British Literature I

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

A thematic survey of British literature from Anglo-Saxon, Middle English, Renaissance, 17th century and 18th century periods. Such major writers as Chaucer, Shakespeare, Milton, Donne, Pope and Swift will be studied to show developing perspectives on such themes as love, belief, order, leadership, work, justice, aesthetics and humor. *Fulfills literature requirement for AA degree.*

ENG 206
Themes in British Literature II

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

A thematic survey of British literature from the Neo-Classical period through the Romantic and Victorian eras and ending in the Modern period. Representative works of fiction, essays, poetry, and drama will be approached through such themes as nature, tradition, freedom, individuality, work, sentimentality and education. Major writers including but not limited to Blake, Wordsworth, Coleridge, Shelley, Keats, Arnold, Tennyson, Dickens, the Brontes, G. Elliot, Hopkins, Yeats and Lawrence will be studied to see these themes evolving. *Fulfills literature requirement for AA degree.*

ENG 207
Studies in the Short Story

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

or permission of the Department Chair
The history of the short story since the early 19th century (Poe, Maupassant, Chekhov, Tolstoy) to the present. The course explores the elements of the short story, the differences between the short story and the other types of fiction, and the relationship between a story and its time and place. *Fulfills literature requirement for AA degree.*

Course Descriptions

ENG 208

American Values in Literature

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

Students will read and analyze American literature from the closing of the frontier (1870) to the present, with the major focus on the value systems embraced by the fictional characters. The course examines the era's historical, geographic and social forces, which have shaped American values such as self-reliance, diversity, and personal and political freedom. *Fulfills literature requirement for AA degree.*

ENG 211

Modern Latin American Literature

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

Modern Latin American Literature is a critical, distinctive and dynamic body of writing. In this course, students will read and discuss some of the best contemporary works by Latin American authors of the 20th century, including short stories, poetry and a novel. All works will be assigned in English translation. Students need not know Spanish to take this course. *Fulfills literature requirement for the AA degree.*

ENG 214

Modern Drama

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

The study of the work of major international playwrights since the 19th century, among them Ibsen, Chekhov, Fugard, Brecht, Shaw, Churchill, Strindberg, Genet, Beckett, and Pirandello. Focus is on the relationship of theater to contemporary social, political, psychological and aesthetic realities. *Fulfills literature requirement for AA degree.*

ENG 215

Introduction to Modern Poetry

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

An examination of the wide spectrum of 20th century poetry, including such poets as Richard Wilbur, Anne Sexton, James Dickey, James Wright, Maxine Kumin, Theodore Roethke, Jean Farley, William Carlos Williams, Elizabeth Bishop, and Galway Kinnell. *Fulfills literature requirement for AA degree.*

ENG 217

Introduction to Journalism

3 Credits, 3 Hours

Prerequisite: ENG 101

An examination of the forms, functions and philosophies of modern American journalism, with an emphasis on print media. Students learn to read and interpret the news critically and to write more precisely. Using *Outlook Student Press*, students also learn the rights and responsibilities of student journalism while investigating, reporting and editing stories. May be used as a humanities requirement or unrestricted elective. *Does not fulfill literature requirement for AA degree.*

ENG 220

Honors Literature Seminar I

3 Credits, 3 Hours

Prerequisite: ENG 101 and ENG 102, completion of the honors section of ENG 102 with a grade of "B" or higher or recommendation by a member of the English Department faculty

An intensive experience for the student interested in literature and literary research. The course focus is on the writer, a group of writers, or a literary movement or theme. Involves independent study and seminar participation. *Fulfills literature requirement for AA degree.*

ENG 221

Honors Literature Seminar II

3 Credits, 3 Hours

Prerequisite: ENG 101 and ENG 102, completion of the honors section of ENG 102 with a grade of "B" or higher or recommendation by a member of the English Department faculty

Like English 220, this seminar offers the opportunity for enriched study in literature and language. Subject of the seminar changes year to year. Involves independent study and seminar participation. *Fulfills literature requirement for AA degree.*

ENG 224

Modern Fiction

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

A cross section of modern fiction is explored to discover what theories, techniques and concerns define a work of literature as "modern." Often American and British authors are emphasized, but international writers (in translation) complement such semester's reading. Recent classes have focused on such writers as Conrad, Kafka, Lawrence, Faulkner, Lessing, Roth, Garcia Marquez, DeLillo, Munro, Carver and Oates. *Fulfills literature requirement for AA degree.*

ENG 226

Gender Roles in Literature

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

In this course students will read and discuss imaginative literature (e.g. stories and poems) about changing gender roles and choices in the modern historical period, from the Victorian Age to the present day. The female literacy tradition in English will be supplemented by literature from many other world cultures in order to achieve a broader perspective. Literature will be addressed with a focus on the roles of men and women as they move through the various critical stages of the life cycle. A single text will be supplemented by other materials. Writing and an independent final project are required. *Fulfills literature requirement for AA degree.*

ENG 231**African-American Literature I****3 Credits, 3 Hours***Prerequisite: ENG 101 and ENG 102*

A critical study of the works of several contemporary African-American writers, including Richard Wright, Ralph Ellison, James Baldwin, Langston Hughes, Amiri Baraka (LeRoi Jones), Malcolm X, Alice Walker and Toni Morrison. The course will focus on analyzing major themes and styles and consider the development of this genre in the context of the historical, political and sociological issues. *Fulfills literature requirement for AA degree.*

ENG 232**Children's Literature****3 Credits, 3 Hours***Prerequisite: ENG 101 and 102*

The course looks at a wide variety of children's literature to understand the ways it reflects a child's world and inner conflicts, as well as contemporary cultural attitudes. Explores such genres as traditional and oral literature (fairy tales and folk tales), modern fantasy, realistic fiction, historical fiction and poetry. *Fulfills literature requirement for AA degree.*

ENG 238, 239, 240, 253**Creative Writing Workshops I-IV****3 Credits, 3 Hours***Prerequisite: ENG 101 and 102*

or permission of Department Chairperson
Courses numbered so students may enroll for a workshop more than once.

A workshop approach to writing fiction and poetry involving group critique, teacher response and revision. Emphasis on developing skills and creativity. Some reading of published contemporary short stories and poetry.

ENG 244**Honors Rebels and Romantics:****Art and Literature****of the 19th Century***(Cross-Listed with ART 244)***4 Credits, 4 Hours**

An exploration of major artist and writers of the 19th century, whose works provide the roots of Modernism. Romanticism in its various manifestations including revolutionary art, gothic art, outsider art, and the art of the natural world will be studied through paintings, architecture, novels, short stories, plays and poems. Three classroom hours and one-hour online assignments and discussion. *Fulfills literature requirement for AA degree.*

ENG 245**Asian American Literature****3 Credits, 3 Hours***Prerequisite: ENG 101 and ENG 102*

This lecture course is intended as a basic survey in Asian American literature. We will read works of non-fiction, poetry, drama and fiction and explore the continuity of the Asian American literary tradition. Writers include Wong, Hong-Kingston, Okada, Bulosan, Mukherjee, Tan and Hwang. Course requirements include writing responses, quizzes and exams, class discussion, short papers and a research paper.

ENG 250**Themes in Irish Literature****3 Credits, 3 Hours***Prerequisite: Eng 101 and 102 or permission of the Department Chair*

Shaped by the contexts of five themes (men and women, family, belief, justice and identity), this course will consider vibrant examples of a literature, which is both the oldest in Europe and strikingly relevant to the concerns of modern college students. Included are the ancient Tain, legends of Ireland, 19th - 21st century works by Yeats, McGuckian, Muldoon, Heaney, Moore, O'Connor, Joyce, Trevor, McCourt and others. *Fulfills literature requirement for AA degree.*

ENG 261, 262, 263, 264**Poetry Writing Workshops I - IV****3 Credits, 4 Hours**

Courses numbered so students may enroll in a poetry-writing workshop more than once. At each term's end, students submit a manuscript consisting of seven to 10 poems that best represent the quality and progress of their work.

ENG 269**Drama in Britain****3 Credits, 3 Hours***Prerequisite: ENG 101*

This London-based seminar will focus on the work of major British dramatist, both in play text and in performance. Each semester's syllabus will be keyed to current London and Stratford productions. Among the playwrights studied will be Shakespeare, Congreve, Wilde, Shaw, Beckett, Pinter, Churchill, and Stoppard.

ENG 273**Writing Practicum and Internships****3 Credits***Prerequisite: Permission of Department Chair*

Students in this course are placed with a local business appropriate to student's career goals and interests, or an individual engaged in activities. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in specific tasks provide work experience and hands-on training under the combined supervision of a member of the industry and a college faculty member. This course may be used to satisfy one of the general electives required for any degree.

Course Descriptions

ENG 283

Literature and Film

3 Credits, 3 Hours

Prerequisite: ENG 101 and 102

Students read selected significant works of literature and view the films, which have been based on them. Discussion focuses on comparison of print and film versions, centering on plot, characterization, theme, mood, setting, point of view and style. The course will deal with such works as *Passage To India*, *Fahrenheit 451*, *The Overcoat*, *House of The Spirits*, *An American Tragedy*, *The Heiress*, *To Kill a Mockingbird*, *The English Patient*, *Woman In the Dunes*. *Fulfills literature requirement for AA degree.*

ENG 284

On Poets and Poetry

3 Credits, 3 Hours

Prerequisite: ENG 101 and ENG 102

Audiotapes and a course guide help students respond to works by selected poets, including William Carlos Williams, Anne Sexton, Sylvia Plath, James Dickey and Richard Wilbur, as well as recordings by Dan Masterson. Students will analyze individual works in a series of short papers. Tapes include discussions about poetry in America, Beat Generation survivors, war and love poetry. *Fulfills literature requirement for AA degree.*

ENG 287

Playwriting I

(Cross-listed with PER 203)

3 Credits, 4 Hours

This is a first-level course designed as an introduction to writing for the stage, screen and television. The goal will be to enable students to write acceptable material reflecting playable dialogue, strong characterization and dramatic structure.

ENG 288

Detective/Mystery Fiction

3 Credits, 3 Hours

Prerequisite: ENG 101 and ENG 102

Study of the detective novel from its origin with Edgar Allen Poe and Arthur Conan Doyle through the immense and varied achievements of such writers as Agatha Christie, Dorothy L. Sayers, Dashiell Hammett and Raymond Chandler. "The first essential value of the detective story lies in this, that it is the earliest and only form of popular literature in which is expressed some sense of the poetry of modern life." G.K. Chesterton. *Fulfills the literature requirement for the AA degree.*

ENG 294

Environmental Literature

3 Credits, 3 Hours

Prerequisite: ENG 101 and ENG 102

Using an interdisciplinary approach, the course explores environmental science through the lens of literature. Acknowledging the significant relationship between humans and nature, this course will explore the many ways environmental concerns have been articulated in literature through works from the 19th through 21st century. *Fulfills literature requirement for A.A. degree.*

ENG 910

Theories and Practice of Researching

2 Credits, 2 Hours

Students learn the steps that come before writing the research paper: how to research the Internet; outline and organize; use short and long quotations; paraphrase; set up bibliography and footnotes. Students may enroll for a pass grade, which requires regular attendance, short homework assignments and a library session. Students wishing a letter grade must submit a research paper, which may be one assigned for another course.

ENGLISH AS A SECOND LANGUAGE

ESL 021

Conversation Module II

0 Credits, 1 Hour

This course continues the work of improving the ESL student's communication and comprehension skills. Activities, techniques and exercises are directed toward increasing the student's fluency, accuracy and confidence in speaking English. *The module is taken in conjunction with the Intermediate I, ESL 045 and ESL 810.*

ESL 045

English for Speakers of Other Languages - Intermediate I

0 Credits, 11 Hours

This is an 11 credit equivalent course, which meets 11 hours per week. ESL 045 is an intensive course designed for students with minimal language competency. The class is devoted to individually tailored learning activities and small group activities, which concentrate on the four basic language skills - speaking, listening, reading and writing. These skills are taught with the goal of giving students sufficient command of the language to move toward higher levels.

ESL 046

English for Speakers of Other Languages - Intermediate II

0 Credits, 11 Hours

This is an 11 credit equivalent course, which meets 11 hours per week. ESL 046 is an intensive course designed for students with minimal language competency. The class is devoted to individually tailored learning activities and small group activities, which concentrate on the four basic language skills - speaking, listening, reading and writing. These skills are taught with the goal of giving students sufficient command of the language to move toward higher levels.

ESL 055**English for Speakers of Other Languages - Advanced I
0 Credits, 11 Hours**

This is an 11 credit equivalent course, which meets 11 hours per week. ESL 055 is an intensive course designed for students with limited language competency. The class is devoted to individually tailored learning activities and small group activities, which concentrate on the four basic language skills - speaking, listening, reading and writing. These skills are taught with the goal of giving students sufficient command of the language to move toward higher levels.

ESL 060**English for Speakers of Other Languages - Advanced II
0 Credits, 8 Hours**

This is an eight credit equivalent course, which meets eight hours per week. ESL 060 is an intensive course designed for students with limited language competency. The class is devoted to individually tailored learning activities and small group activities, which concentrate on the four basic language skills - speaking, listening, reading and writing. These skills are taught with the goal of giving students sufficient command of the language to move toward higher levels.

ESL 095**Writing Module
0 Credits, 4 Hours**

This advanced ESL writing course focuses on developing those expository writing skills necessary for students to succeed in English Composition I and mainstream academic courses. By highlighting the writing process, contrastive rhetoric and grammatical precision, the curriculum prepares students for conventional writing, as well as timed, high-stakes testing. The course includes aspects of subordination for improved clarity of ideas and stylistic variation in writing. Vocabulary development, facility with idiomatic expressions, and thematic coherence are stressed. Students learn to predict the grammatical errors they are likely to make when they write. In addition, students become familiar with argument and other rhetorical modes in the essay form to express their ideas written in edited American English. *Admission to this course is based on the placement test scores or reassessment test scores.*

ESL 096**Reading Module
0 Credits, 4 Hours**

4 classroom hours, non-degree credit
This advanced ESL reading course builds on the academic reading and test-taking skills required by students to succeed in English Composition I and mainstream academic courses. By using college level materials of a culturally relevant nature, students acquire background knowledge and information, increase academic vocabulary, and learn exam-taking strategies. The readings cover the Social Sciences, Humanities, and Natural Sciences. Students will expand their thinking skills regarding inference, interpretation, evaluation, analysis, synthesis, and application. Reading skills include vocabulary enrichment, identifying main ideas and supporting details, summarizing, and identifying a writer's purpose and tone. Reading as a process is explained, and students are taught to employ effective self-monitoring strategies. *Admission to this course is based on the placement test scores or reassessment test scores.*

ESL 810**Computer Assisted Instruction
0 Credits, 1 Hour**

One-hour, one credit-equivalent to be taken concurrently with ESL 045. ESL Computer Assisted Instruction, ESL 810 is taken while students are simultaneously enrolled in ESL 045. This course is led by a Master Instructor with support of a Teaching Assistant. The goals and objectives of this course parallel those of the corresponding ESL level. The exercises, lessons and drills are designed to supplement and reinforce those skills taught in the ESL classroom. This level focuses heavily on further development of grammar/structure, reading and writing skills.

ESL 811**Computer Assisted Instruction
0 Credits, 1 Hour**

One-hour, one credit-equivalent to be taken concurrently with ESL 046. ESL Computer Assisted Instruction, ESL 811, is taken while students are simultaneously enrolled in ESL 046. This course is led by a Master Instructor with support of a Teaching Assistant. The goals and objectives of this course parallel those of the corresponding ESL level. The exercises, lessons and drills are designed to supplement and reinforce those skills taught in the ESL classroom. This level focuses heavily on further development of grammar/structure, reading and writing skills.

ESL 820**Computer Assisted Instruction
0 Credits, 1 Hour**

One-hour, one credit-equivalent to be taken concurrently with ESL 055. ESL Computer Assisted Instruction, ESL 820, is taken while students are simultaneously enrolled in ESL 055. This course is led by a Master Instructor with support of a Teaching Assistant. The goals and objectives of this course parallel those of the corresponding ESL level. The exercises, lessons and drills are designed to supplement and reinforce those skills taught in the ESL classroom. This level focuses heavily on further development of reading and writing skills.

FINANCE**FIN 201****Entrepreneurial Finance****3 Credits, 3 Hours**

This course is designed specifically for anyone contemplating starting their own business and for those who already have done so. Topics covered include developing a business plan, choosing from the various types of organizations available, federal and state laws governing small businesses (including sales and payroll taxes), cash flow management, budgeting, the time value of money, accounts receivable and payable, basic accounting equation and financial statement analysis and internal control.

FIN 214**Money and Banking****3 Credits, 3 Hours**

Prerequisite: ECO 101, ECO 202 or permission of the Department Chair

This course covers the nature and uses of money and the history and development of the American commercial banking system. Students will evaluate a bank's assets and liabilities and its portfolio management. The Federal Reserve System, bank regulations, money and capital markets; fiscal and monetary policy; finance and credit institutions; and the international monetary system as well as new financial instruments, risk and reward are also studied.

FIN 215**Principles of Banking****3 Credits, 3 Hours**

Prerequisite: ECO 101 or ECO 201

or ECO 202 or permission of the Department Chair

The course provides students who are pursuing a career in banking with the information they need to provide effective service to their customers. Topics will include how banks affect the economy, the banking business in general and the providing of products and services. In addition, students will understand the interrelationships among bank departments, laws and regulations.

FIN 217**Personal Financial Management****3 Credits, 3 Hours**

This course will present the fundamentals of personal and family budgeting, credit, borrowing, banking, and investing, saving, taxation, home ownership, insurance and wills and estates as they apply to individual or family management.

FIRE TECHNOLOGY**FIR 101****Introduction to Fire Protection Technology****3 Credits, 3 Hours**

This course is an essential component within the Fire Protection Technology core group. The student is introduced to the field of fire protection technology through a review of tragic fires of yesterday to provide a historical perspective on the development of fire safety practices in place today. Students are introduced to the chemistry and behavior of fire in order to develop an understanding of how technology is applied to detect, control and suppress fire today.

FIR 102**Introduction to Fire and Emergency Services Administration****3 Credits, 3 Hours**

The premise of the course is to provide an introductory understanding of the administrative, management and leadership skills that are required in today's fire and emergency services. To accomplish this goal, the history and past practices of the Fire Service will be examined. An overview of the administration, financial management, human resources, customer service, training, educational requirements, and health and safety issues of the Fire and Emergency service will be explored.

FIR 103**Principles of Building Construction****3 Credits, 3 Hours**

This course is part of the Fire Protection Technology core group. It is designed to introduce the student to methods and techniques of building construction and how building construction impacts both fire behavior and the life safety of building occupants. Students are also introduced to the causes of building failures (structural collapse) and the role of interior finish in fire spread and toxic gas production.

FIR 111**Fire Hazard Properties of Materials****3 Credits, 3 Hours**

This course will introduce the student to various chemical and physical properties of solid, liquid, and gaseous materials that contribute to their potential for fire and explosion. Reactivity and health hazards will also be examined. The student will review basic combustion chemistry and chemical terminology. The student will be introduced to identification systems for hazardous materials, transportation practices, storage practices, and fire control strategies for a wide range of flammable and combustible substances.

FIR 201**Fire Service Hydraulic Theory and Application****3 Credits, 3 Hours**

Prerequisites: FIR 101 and MAT 101 or permission of the Department Chair

This course of study is designed to provide the student with a thorough understanding of the scientific laws of hydraulics and a working knowledge of pumps at all levels befitting today's professional fire fighter. Students will examine theories of hydrostatics and hydrokinetics, velocity and discharge, and water distribution systems; including mains, hydrants, standpipe and sprinkler systems, and fire hose. Design, testing and use of fire pumps, fire appliances, fire fighting foams and foam systems are also discussed. For the student to be successful in the study of hydraulics, a basic comprehension of math and chemistry is required.

FIR 202**Strategic and Tactical Consideration on the Fireground**
3 Credits, 3 Hours*Prerequisite: FIR 101*

The purpose of this course is to address the uncontrolled environment of the fire service professional. The many uncertain factors that influence the fire ground are learned through experience however; pre-incident factors such as training, planning and the experience of the fire officer professional have a tremendous influence on the outcome of the fire scene. The student learns about the influence of the building construction, incident site management and their role in a successful outcome of a foreground incident.

FIR 203**Fire Protection and Detection Systems**
3 Credits, 3 Hours

A study of the various types of fire detection and extinguishing systems. Portable fire extinguishers, sprinkler systems and special agent systems are discussed. The operation of municipal and private alarm systems, automatic fire detection systems and guard services are also examined.

FIR 204**Fire Safety and Building Codes**
3 Credits, 3 Hours

This course examines the importance of building codes promoting the life safety of building occupants. The student is introduced to the nature of human physiological and psychological responses to fire and it's by products. Topics include: combustion pharmacology, adaptive and non-adaptive behavior, life safety assessment in buildings, concepts of egress design, the history and origins of NFPA 101 Life Safety Code (a model code), contrasting performance codes and specification codes, fire modeling, and the "defend in place" concept. Historic multiple death fires are also examined for the lessons they offer.

FIR 207**Legal Aspects of the Fire and Emergency Services**
3 Credits, 3 Hours*Prerequisite: FIR 101*

The focus of this course is the exploration of the many legal issues associated with fire and emergency services. Issues confronting today's fire and emergency services include legal and civil liability, Occupational Safety and Health Administration (OSHA) compliance, workers compensation, physical abilities testing, negligence, discrimination and sexual harassment. These are but a few of the pivotal issues confronting today's fire and emergency services.

FIR 209**Organization and Administrative Theory of the Fire Service**
3 Credits, 3 Hours*Prerequisite: FIR 101 or permission of the Department Chair*

Analysis of the scope and functions of fire service administrators. Topics include: role of the fire service leader in society; planning, organizing, directing and evaluating fire service organizations; communications systems; fire prevention agencies; fire service information and reporting systems.

FIR 211**Investigation and Detection of Fire Incidents**
3 Credits, 3 Hours

This course examines the causes of incendiary and accidental fires. In the study of intentional fires and explosions the scientific method is the analytic process now used that leads to accurate and defensible conclusions in fire investigation. The course will focus on the application of this process and create a sound basis for the student to use when evaluating fire scenes, preparing reports, gather evidence and offer testimony in an arson investigation case. Topics discussed include: investigation techniques, interrogation, reports, court procedures, testimony, legal opinions and processing of criminal evidence. State and local statutes related to the crime of arson are examined.

FIR 273**Fire and Emergency Service Field Experience/Internship**
3 Credits, 3 Hours*Prerequisite: FIR 101, FIR 102, FIR 103 and permission of the Department Chair*

A fire science technology internship will allow students to develop new skills in this demanding field of study. The opportunity of learning outside of the traditional classroom is an important component to a student's overall education. The students will enhance their understanding and expand their knowledge of the complexities of today's fire science and emergency services first responder and the many other support areas that are needed in this field. This course enables the student to experience and evaluate many areas of fire science and emergency services, providing an opportunity to expand their understanding of the goals and philosophy of these specific agencies through a hands-on work experience.

FITNESS**FIT 101****Concepts of Resistance Training**
3 Credits, 3 Hours

For the student who wishes to embark on a career in the fitness industry. This lecture-based class discusses the principles and concepts involved in resistance training for the general population. Discussions include program development, the muscle system, and resistance exercises on different muscle groups, getting started, safety tips, body mechanics and nutrition

FIT 211**Applied Concepts of Resistance Training**
3 Credits, 3 Hours*Prerequisite: FIT 101*

This course is designed to apply the concepts learned in FIT 101 to individual exercisers. Students will practice measuring and testing techniques used in exercise assessments.

FIT 212

Introduction to Exercise Science

3 Credits, 3 Hours

This course explores the foundation of exercise physiology. The objective is to understand the concepts in a comprehensive way that will allow students to apply exercise physiology in the widest variety of possible work situations.

FIT 213

Fitness Counseling

3 Credits, 3 Hours

To understand how to work with a variety of individuals and how to relate to their different goals, practices and behaviors. Objectives include working with the sedentary person, to the exercise enthusiast and monitoring behavior modifications.

FIT 273

Fitness Practicum

3 Credits

Prerequisite: FIT 101 or FIT 102 and FIT 211 and FIT 212

Designed for the individual to receive hands on training in the fitness field. Students will be assigned to a fitness center and work as an intern. Objectives to be met include fitness testing, client assessment and training programs.

FRENCH

FRE 101

Elementary French I

4 Credits, 4 Hours

The first semester of a one-year introductory course in the French language focusing on listening, speaking, reading and writing skills. A complete overview of French grammar and sentence structure is provided, as well as an introduction to the culture of France and French-speaking countries. Students may also work individually and in small groups with CDs, computer software, and online interactive software.

FRE 102

Elementary French II

4 Credits, 4 Hours

Prerequisite: FRE 101 or 1-2 years of high school French

This is the second semester of a one-year course in the French language focusing on listening, speaking, reading and writing skills. A complete overview of French grammar and sentence structure is provided, as well as an introduction to the culture of France and the French-speaking world. Students may also work individually with CDs, computer software, and online interactive software.

FRE 201

Intermediate French I

4 Credits, 4 Hours

Prerequisite: FRE 102 or 2-3 years of high school French or competency at appropriate level

This course reviews the vocabulary and structures of French 101 and 102 reworking them into higher levels of proficiency. In addition, new grammatical concepts, idiomatic expressions and literature and writings are introduced. Culture is interwoven throughout aiming to broaden student insight into French life and civilization. Classes are held in French.

FRE 202

Intermediate French II

4 Credits, 4 Hours

Prerequisite: FRE 201 or 2-3 years of high school French or competency at appropriate level

This course reviews the vocabulary and structures of French 101 and 102 reworking them into higher levels of proficiency. In addition, new grammatical concepts, idiomatic expressions and literature and writings are introduced. Culture is interwoven throughout aiming to broaden student insight into French life and civilization.

GEOGRAPHY

GEO 130

Coming to America

(Cross-listed with HIS 130)

3 Credits, 3 Hours

Consideration of the various waves of immigration to the United States including the present demographic and spatial characteristics of our population. Systematic themes will include: population changes; dominant group versus minority group interaction; evolution of discriminatory spatial behavior; and the role of cities in immigration and multicultural evolution.

GEO 201

Introduction to Geography

3 Credits, 3 Hours

Looks at world's great geographic realms and their human and physical contents. Focus on pattern, area, distance, proximity, accessibility, isolation and clustering of spatial phenomena. *Honors sections will do further in-depth research and presentations as well as a research paper.*

GEO 210

Physical Geography

(Cross-listed with SCI 210)

3 Credits, 3 Hours

This course emphasizes the spatial interaction of the elements in the natural environment such as weather and climate, landforms, vegetation and soils. A major focus will be on the spatial interrelationships of these elements and the overall operation of the earth atmosphere energy system.

GERMAN

GER 101

Elementary German I

4 Credits, 4 Hours

The first half of a one-year course in the German language, including an introduction to the Austrian, German and Swiss cultures. In addition to conversational and written German, the course content includes an overview of German grammar. This course is designed for the beginning student, but is also open to those who have had some previous study of German but need the review to raise their competence in the language to the intermediate level.

GER 102

Elementary German II

4 Credits, 4 Hours

Prerequisite: GER 101 or 1-2 years of high school German

This course includes the second half of a one-year course in the German language, including an introduction to the Austrian, German and Swiss culture. In addition to conversational and written German, the course content includes a complete overview of German grammar. In GER 102, the use of Austrian and Bavarian dialects for oral comprehension is covered as well as continued study of German, Austrian and Swiss cultures. This course is designed for the beginning student, but is also open to those who have had some previous study of German and need review to raise their competence in the language to the intermediate level.

GER 201

Intermediate German I

4 Credits, 4 Hours

Prerequisite: GER 102 or competency at appropriate level

The first half of a one-year course in Intermediate German, including a systematic review of grammar and an overview of the culture and geography of German-speaking countries. Conversational situations such as shopping, traveling, attending school and holiday celebrations are covered as students examine the culture of these areas. This course is designed for intermediate level students and for persons wishing to expand their skills in the language for general purposes, travel or language examinations.

GER 202

Intermediate German II

4 Credits, 4 Hours

Prerequisite: GER 201 or competency at appropriate level

The second half of a one-year course in Intermediate German, including a systematic review of grammar and an overview of the culture and geography of German-speaking countries. Conversational situations such as shopping, traveling, attending school and holiday celebrations are covered as students examine the culture of these areas. This course is designed for intermediate level students and for persons wishing to expand their skills in the language for general purposes, travel or language examinations.

HEALTH

HLT 111

Introduction to Health Professions

3 Credits, 3 Hours

Prerequisite: ENG 101 or placement into ENG 101

This course is designed for the student considering or pursuing a health professional career. The student will be exposed to various topics including the role and responsibilities of health professionals, the environments in which health professionals are employed, the importance of effective communication skills as well as legal and ethical concerns of the health practitioner. The course provides a theoretical foundation for the health professional as a member of the multidisciplinary healthcare team.

HLT 206

Living with Health

3 Credits, 3 Hours

Emphasis is placed on relating course content to lifestyle to foster a better understanding of the major health issues of today. Current issues include: emotional health, chemical use and abuse; human relationships; human sexuality; parenting; major diseases; health promotion and illness prevention alternatives; AIDS; pollution; physical fitness, nutrition; aging, death and dying

HLT 210

Advanced Cardiac Care Support

1 Credit, 16 Hours

The course is intended for healthcare providers who are responsible for the resuscitation and well being of adults: house staff, emergency physicians, family physicians, nurses, paramedical personnel, respiratory therapists, healthcare students, and others.

HLT 211

Pediatric Advanced Life Support

1 Credit, 6 Hours

Prerequisite: Basic understanding of EKG interpretation and Pharmacology and a valid CPR certification

The course is intended for healthcare providers who are responsible for the resuscitation and well-being of infants and children: pediatricians, house staff, emergency physicians, family physicians, nurses, paramedical personnel, respiratory therapist, healthcare students, and others.

HEBREW

HEB 101

Elementary Hebrew I

4 Credits, 4 Hours

An introduction to the Hebrew language including fundamentals of grammar, reading, writing and speaking. The course is designed for the beginning student with little or no Hebrew background. This is the first semester of a one-year course.

Course Descriptions

HEB 102

Elementary Hebrew II

4 Credits, 4 Hours

Prerequisite: HEB 101 or 1-2 years of high school Hebrew

This is the second semester of a one-year course in the Hebrew language focusing on listening, speaking, reading and writing skills.

HEB 201

Intermediate Hebrew I

4 Credits, 4 Hours

Prerequisite: HEB 101 and 102 or 2-3 years of high school Hebrew

This is the first semester of a one-year course in the Hebrew language focusing on listening, speaking, reading and writing skills together with exposure to the politics, history and civilization of Israel.

HEB 202

Intermediate Hebrew II

4 Credits, 4 Hours

Prerequisite: HEB 201 or 3 years of high school Hebrew

This is the second semester of a one-year course in the Hebrew language focusing on listening, speaking, reading and writing skills together with exposure to the politics, history and civilization of Israel.

HISTORY

HIS 100

History of Minorities in the U.S.

3 Credits, 3 Hours

This course deals with the interaction of various immigrant groups. The emphasis is on the extent to which each has achieved mainstream acculturation, through a historical chronology of problems encountered and solutions devised, if any. The contemporary situation of various groups is discussed with a view toward problems, which need future resolution. Students are encouraged to examine their own cultural values as the window through which they observe and judge new people; experiences, and behaviors. Sections of this course will be offered to non-native English speakers at the intermediate or higher level.

HIS 101

Western Civilization I

3 Credits, 3 Hours

Who were the Ancients? Why did the Greeks invent democracy, tragedy, comedy, history, and philosophy? How did the Hebrews preserve monotheism? What did the Romans do besides "decline and fall?" What did Jesus bring and what do we owe Islam? Yesterday's solutions highlight today's problems, as the course moves through the lives of men and women transforming their society of master and slave, knights and peasants, popes and crusaders into a world beginning to look much like our own. *Honors sections will do further in-depth research and presentations as well as a research paper.*

HIS 102

Western Civilization II

3 Credits, 3 Hours

What forces helped create the French Revolution? Hitler's rise to power? The Cold War? Why are people today willing to fight for their nations - are there other options for resolving conflict? What were the Enlightenment, the Scientific Revolution, and the Industrial Revolution? By exploring governments ranging from absolute monarchy to democracy and dictatorship, this course helps explain the interrelationships of today's complex world. *Honors sections will do further in-depth research and presentations as well as a research paper.*

HIS 104

Mystery in History

3 Credits, 3 Hours

An exploration of the mysteries and unresolved issues of history, particularly those affecting western culture. Moving from the ancient Middle East to the Americas, the evidence in each situation will be analyzed critically and the reasons for considering the case a mystery developed. In historical reconstructions the course focuses on those cases relevant to the emergence of our modern world, those which present challenging problems and others typical of frauds or manipulated presentations.

HIS 115

Pluralism and Diversity in American Religions

(Cross-listed with RLS 115)

3 Credits, 3 Hours

This course is designed to engage the student in the increasingly important issues of pluralism and diversity from the point of view of American religious life. Students explore the multiple and varied relationships between religion, history, tradition, education, family, political life and other cultural manifestations. This course can be used to fulfill the Pluralism and Diversity degree requirement.

HIS 130

Coming to America

(Cross-listed with GEO 130)

3 Credits, 3 Hours

Consideration of the various waves of immigration to the United States including the present demographic and spatial characteristics of our population. Systematic themes will include: population changes; dominant group versus minority group interaction; evolution of discriminatory spatial behavior; and the role of cities in immigration and multicultural evolution.

HIS 142

Community and Conservation

(Cross-listed with POL 142)

3 Credits, 3 Hours

The course will document and trace the history of the natural and built environments of the Americas, and the United States in particular, from the Native-American occupation to the American suburb, and the edge cities in the post-industrial era.

HIS 201

American History I

3 Credits, 3 Hours

This course traces the settlement as well as political, social and economic developments in the United States from Native American origins to the end of the Reconstruction in 1877, including America's relationship with the rest of the world.

HIS 202**American History II****3 Credits, 3 Hours**

A social/cultural study of the United States from 1877 to present. The course examines the major political, economic and social changes that occurred in the United States since the Civil War. Special attention is paid to the democratization of American society and the emergence of the country as the leading nation in the world. Particular emphasis centers on the role of cultural diversity and cross-cultural diffusion in the development of American culture.

HIS 203**Modern European History****3 Credits, 3 Hours**

This course highlights the major developments in European history and culture since the closing decades of the 19th century. Advances in technology, economics, development, urbanization, social class and competing nationalisms are examined and related to the outbreak of World War I. The rival interwar between Communist and Fascist dictatorships. World War II and the Holocaust are documented and the East-West spilt during the Cold War will be studied. The collapse of Communism and the unifying effects of the European Union, as well as Europe's relationship with the Middle East and other regions will be featured even as events unfold.

HIS 207**African American History****3 Credits, 3 Hours**

This course, a critical study of African American history, will analyze, interpret, evaluate and discuss the most important issues in the history of African Americans, beginning from 1619, when a group of African Americans were first brought to Colonial America. We will cover the Civil War, the Reconstruction era, the Civil Rights Movement of the 1960s; and examine historical events through the 1990s to the end of the 20th century. The current debates on affirmative action, welfare and welfare reforms and reparations for slavery will also be examined.

HIS 213**Psychohistory I: Sex, Childhood and Personality in Western Society****3 Credits, 3 Hours**

Psychology has always been part of history, but only recently have historians begun to move away from generalized impressions, and toward systematic applications. This psychohistory course studies attitudes toward sanity, sex and childhood from ancient times to the present. It treats the psychobiographies of major historical figures in the past and present and explores such group processes as utopian thought, revolutionary violence, witchcraft mania, and the origins of World War II in their psycho-historical contexts.

HIS 214**Psychohistory II: Hitler, Nazism and the Holocaust****3 Credits, 3 Hours**

Prerequisite: HIS 213

By exploring the history of childhood, various Hitler psychobiographies, and the explanations psycho-historians have offered for group phenomena, this course explores the conscious and unconscious motivations behind Nazism, World War II, and the Holocaust. Special topics in current affairs will also be covered.

HIS 219**Vietnam: Historical Study****3 Credits, 3 Hours**

This course on Vietnam provides a full record of the conflict - from background on Vietnam and its people, through the French presence, to a chronology of the period from 1945-1975, with an examination of the impact of the war on American society in the years that followed. Students will be able to place the events in the perspective of history and form their own conclusions about the basis for the conflict, what was won and lost and by whom. Personal and moral issues will be examined along with the historical and political.

HIS 248**History of the Holocaust****3 Credits, 3 Hours**

The course will examine the causes and trends leading to the Holocaust, the period between 1933 and 1945 during which European Jewry and its culture were destroyed by Nazi Germany and its allies. Events of the Holocaust period will be examined, from the rise of Hitler to power, through the adoption of the Nuremberg laws and the implementation of the Final Solution. Topics studied include: ghetto life and concentration of world Jewry and the non-Jewish world, and the aftermath for the survivors and their children. The pre-and-post Holocaust relationship between world Jewry and western civilization will be explored.

HIS 257**Monuments in French History****3 Credits, 3 Hours**

France, the most visited country in the world, has produced great monuments stretching back to the mysterious Celtic monoliths as well as Roman amphitheatres and baths. The arenas are symbols of Mediterranean civilization transferred to the Gauls and their Parisi tribe; hence the name, Paris.

HIS 273**History Internship/Practicum****3 Credits, 3 Hours**

Prerequisite: Permission of the Department Chair and Internship Coordinator

Students in this course are placed in a history related internship appropriate to their career goals and interest for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific professional setting provide work experience and training under the combined supervision of a member of the professional organization and a college faculty member. This course may be used to satisfy one of the electives required for an A.A.S or A.S. liberal arts degree.

HOSPITALITY

HOS 101

Introduction to the Hospitality Industry

3 Credits, 3 Hours

This course explores the various segments of the hospitality industry. It focuses on food service, travel and tourism, lodging, cruising, club management, event management and gaming. It gives a broad overview that enables students to define the industry segment where his/her interest lies.

HOS 102

Restaurant Management

3 Credits, 3 Hours

This course is designed to teach the basic management procedures in the operations of a restaurant. Discussions of business law, insurance, personnel procedures, employee training, customer service and purchasing will be covered.

HOS 104

Quantity Food Preparation I

3 Credits, 3 Hours

Prerequisite: HOS 101

This course introduces the student to the basic techniques of making stock, soups and sauces. Through demonstration and participation, the student becomes familiar with poaching, roasting, braising, sautéing and other methods used in the preparation of meats, poultry, fish, vegetables, salads, potatoes and starches. Professional uniform required as prescribed by the Hospitality Discipline.

HOS 105

Hospitality Purchasing and Marketing

3 Credits, 3 Hours

Prerequisite: HOS 101

This course will address past, present and future marketing strategies as well as purchasing procedures, selection and storage of service items, quality and quantity controls, specifications, marketing economics and warehousing for the hospitality industry.

HOS 106

Travel and Tourism – The Global Industry

3 Credits, 3 Hours

This is an introductory overview of worldwide tourism and travel components, including transportation, lodging and tourism services. The theme focuses on future frontiers as a global peace building industry, promoting cooperation and cultural exchange, with the new vision emerging as space tourism and travel become reality. It includes a discussion of career opportunities, emphasizing the importance of quality customer services and attitudes that create positive traveler experiences. Social and economic impacts and the role of government in promotion and development are also studied.

HOS 107

E-Commerce in Hospitality

3 Credits, 3 Hours

This course builds hospitality research and sales skills utilizing a variety of Internet exercises. It examines the e-commerce and information technology revolution in the hospitality industry and explores the implications of rapid technological development on future travel and tourism products. Internet marketing, service and sales techniques are highlighted, including instant access to global travel, hospitality service resource information and direct consumer processing of reservation and sales transactions.

HOS 108

Introduction to Baking

3 Credits, 5 Hours

This is an elective course within the Hospitality and Tourism curriculum. It will provide an introduction to basic baking ingredients, principles and techniques. It will provide students with hands-on training and an overview of all areas of baking. This course is required for students enrolled in the Culinary Arts Certificate program.

HOS 205

Sanitation Management

3 Credits, 3 Hours

Prerequisite: HOS 101

This course introduces students to proper food handling during all stages of preparation and storage. Food-borne illnesses and safety aspects of food service operations are emphasized. Upon successful completion of the course, students may be eligible for certification by the Educational Foundation of the National Restaurant Association.

HOS 206

Beverage Management

3 Credits, 3 Hours

This course introduces bar and beverage management and encompassing planning. The course devotes a considerable amount of time to product knowledge with regard to beer, spirits and wine.

HOS 207

Quantity Food Preparation II

3 Credits, 5 Hours

Prerequisite: HOS 104

Basic concepts and techniques of food preparation are elaborated and advanced skills presented as students plan and prepare complete menus, learning standard menu terminology. Management skills and equipment use are stressed and students gain competence in professional supervision of food production and service.

HOS 208**Destination Development and Promotion****3 Credits, 3 Hours***Prerequisite: HOS 101*

This course is designed for those students wanting to explore the visitor industry. Receptive tourism infrastructure and promotional partnerships are highlighted. Convention and visitor bureau operations and organization are discussed. The concept of service as an attitude is emphasized. Students complete a destination development project, which includes the creation of a local tour package and promotional literature.

HOS 211**Professional Baking****3 Credits, 5 Hours***Prerequisite: HOS 108*

This is an elective course within the Hospitality curriculum. It will provide students with hands-on training in all areas of professional baking. It will provide advanced technical baking skills and a study of regional ingredients and techniques as they pertain to pastry and bread making.

HOS 213**Menu Planning and Facilities Layout & Design****3 Credits, 3 Hours***Prerequisite: HOS 101 and HOS 102*

This course introduces the students to the menu as a document influencing most functions of a food service operation. It also stresses the menu as an important component of a promotional program and as a management tool for directing and controlling the business. It then focuses on the optimal planning and organizing of kitchen and dining areas. Topics include: selection of equipment, space arrangement and layout in relation to workflow, lighting, color, and décor of interior spaces. For HOS students in Option A, it is a capstone requirement.

HOS 214**Buffet Catering: Garde Manger****3 Credits, 5 Hours***Prerequisite: HOS 104 or permission of the Department Chair*

This course covers planning, production and supervision aspects of catering for special occasions such as receptions, teas, formal and informal meals and buffets. Consideration is given to preparation, cost of operation, equipment and labor requirements as well as the basic concepts and techniques of breakfast cooking and garde manger. Students prepare breakfast and pantry foods. Management skills and equipment utilization are stressed and the student gains competence in the use of culinary terminology and professional food production. *Full uniform is required.*

HOS 216**Special Events and Meeting Planning and Management****3 Credits, 3 Hours***Prerequisite: HOS 101*

This course concentrates on organizing, arranging and executing special events. There is particular emphasis on meetings, trade shows and conventions. The administration, coordination and marketing involved in event management will be explored in depth, along with the necessary fundamentals of budgetary constraints and legal and ethical considerations.

HOS 218**Hospitality on the Hudson****3 Credits, 3 Hours**

This course introduces students to the resurgence of river towns in the Hudson Valley. Examination of the revitalization of Haverstraw, Nyack, Yonkers and Piermont as well as others will be explored in-depth, concentrating on the impact to the hospitality industry. Students will have the opportunity to explore career opportunities that have emerged from the revival of these towns.

HOS 220**Pluralism & Diversity in Food and Culture in America**
(Cross-listed with PDA 220)**3 Credits, 3 Hours**

This course is intended to teach the student the historical, geographical and cultural influences on the development of American cuisine. It presents the influence of cultural diversity on present food and beverage habits and how they have asserted themselves in the American "salad society." There is detailed discussion of the influence of religion, history and nutritional needs on the American table. The use of foods, meal patterns and food related health concerns is used to explain how stereotyping continues to be problematic in America. Finally, gender and ethnicity issues occurring in the food business are explored.

HOS 222**Hospitality Law and Accounting****3 Credits, 3 Hours**

This course familiarizes the student with basic law and accounting as it applies to the hospitality industry. It explores basic contract, tort, liability and human resource law as it applies to hotel and food service operations and travel related businesses. It introduces the student to basic accounting methods as applied to budgeting, forecasting, cash management and costing. This course is required within the Hospitality curriculum.

HOS 223**Hotel Management****3 Credits, 3 Hours***Prerequisite: HOS 101*

This course introduces the student to the complexities of managing hotels, motels and other types of lodging facilities. It provides working knowledge of the technical components, human resource considerations and geographical concerns in operating a hotel/lodging facility. The course considers properties of all sizes, services and prices and presents a working knowledge of global reservations systems as well as information systems.

Course Descriptions

HOS 256

A Taste of the World

3 Credits, 3 Hours

This seminar introduces students to the traditional cuisine of countries around the world. The course will encompass a vast array of culinary experiences including lectures, market visits, wine tasting, technical presentation and field trips regarding food and wine of various regions in Europe, Central and South America and Asian regions and areas.

HOS 271-276

Hospitality Practicum

1-6 Credits

Prerequisite: HOS 101 and HOS 105,

Completion of CSP 101 or equivalent is suggested.

Ninety to two hundred and seventy (90 – 270) field hours to be determined before registering for Travel and Tourism and Lodging concentration with permission of instructor. This is a field placement/internship in an industry segment appropriate to their concentration area. Food Service concentration students will be required to fulfill the six-credit, 270-hour segment in an appropriate setting. Travel and Tourism students will be required to fill 90 hours and Lodging students must fill 135 hours.

INTERNATIONAL BUSINESS

INT 201

Principles of International Business

3 Credits, 3 Hours

This course is designed to familiarize the student with various facets of international business. The subject matter includes the nature of international business, strategies related to international sales, supply, manufacturing, management and promotion. Relevant legal and political matters are also considered.

ITALIAN

ITA 101

Elementary Italian I

4 Credits, 4 Hours

First semester of a one-year course in the Italian language. A two-pronged approach is followed: the establishment of a firm grammatical basis of the language and its application in a conversational and practical modern context. About 10 percent of the course is devoted to some cultural aspects, touching on geography, history and developments, which may contribute to an understanding of the Italian nation as it is today. Offered fall semester.

ITA 102

Elementary Italian II

4 Credits, 4 Hours

Prerequisite: ITA 101 or one-two years of high school Italian

This is the second semester of the one year course in the Italian language. This course will continue to be based soundly on grammatical principles. It will also focus on correct pronunciation and vocabulary building so as to achieve the target skills of speaking, reading, writing and comprehension. Important cultural topics will be included in the course.

ITA 201

Intermediate Italian I

4 Credits, 4 Hours

Prerequisite: ITA 101 and ITA 102

Complete Italian grammar and pronunciation review, including further development of language and oral/aural skills. Readings and writings are based on literature and practical contemporary usage. This course will strengthen language skills and develop cultural competency.

ITA 202

Intermediate Italian II

4 Credits, 4 Hours

Prerequisite: ITA 101 and ITA 102

Complete Italian grammar and pronunciation review, including further development of language and oral/aural skills. Readings and writings are based on literature and practical contemporary usage.

LIFE SKILLS

LSK 084

Stress Reduction Relaxation Training

1 Credit, 1 Hour

A seminar exploring environmental stress and physical tension. Various relaxation and awareness techniques will be utilized such as progressive relaxation, bioenergetics, autogenic training and biofeedback. Meditation and visualization, creative problem solving, the management and the importance of proper nutrition and exercise.

LSK 103

College Success

1 Credit, 1 Hour

This seminar provides students with necessary academic preparatory and study skills, which also includes critical thinking, managing time, stress and test anxiety, as well as critical information regarding campus resources and activities, academic planning and basic career exploration skills. This course will help prepare students to become more successful as college students. Each student will also meet individually with the facilitator at least once during the semester to establish a mentor/mentee relationship. A final reaction paper or a portfolio is required.

LSK 203**Life, Career and Educational Planning****3 Credits, 3 Hours***Prerequisite: Students must be in ENG 095 and/or ENG 096*

This seminar provides participants with the skills for effective career and educational planning. Students explore personal interests, abilities, values, career options and opportunities, learning styles and life stage issues to identify specific opportunities and goals and to develop concrete plans for achieving them. Life cycle, ego, moral and ethical development theory are integrated into the course to promote better self-understanding and more effective decision-making. Students will also examine different methods of studying and note taking, as well as time management techniques. A final paper and an end project are required for this course. Throughout the semester, students will also meet with their instructors individually, to foster a mentoring relationship.

MANAGEMENT**MGT 107****Project Management***(Cross-listed with OFT 107)***3 Credits, 3 Hours***Prerequisite: CSP 101, OFT/MGT 111 or OFT 112*

Required course for OFT students and an elective for business students. Students will learn the concepts, methodologies, and terminology related to managing projects and then will apply that knowledge in using MS Project. Topics include planning a project, creating project schedules, communicating project information, assuring resources, tracking progress, launching the project and reporting results.

MGT 111**Spreadsheet and Database****Management***(Cross-listed with OFT 111)***3 Credits, 3 hours**

Introduction to spreadsheet and database management software that organizes stores and recalls information, providing easy access and retrieval. Individual use of a PC in a networked environment using the current business spreadsheet and database software. Students will develop an understanding of key spreadsheet and database concepts. Meets business elective requirement for business students.

MGT 150**Principles of Management****3 Credits, 3 Hours**

Introduction to principles and practices of management. Major schools of management theory. Techniques of management functions: planning, organizing, coordinating and controlling; leadership, communications, motivation and the decision-making process. Case study approach.

MGT 160**Sports Management****3 Credits, 3 Hours**

This course presents an in-depth study of the managerial concepts that are implemented in collegiate and professional sports. The sports industry is now one of the fastest growing business sectors worldwide and this course will provide students with the insight to the strategies and planning that is needed to manage sporting events, arenas/facilities, team salaries, and professional athletes. Students will study the managerial behaviors that exist in these areas of the sports industry and will understand the elements that are necessary in order for a manager to be successful.

MGT 202**Human Resource Management****3 Credits, 3 Hours**

The employee-supervisor relationship in theory and practice: personnel functions, including recruitment, appraisal, discipline, wage and salary administration. Resume writing, job hunting, equal rights laws, and the Fair Credit Reporting Act. Labor history and present labor laws will also be discussed.

MGT 207**Small Business Management****3 Credits, 3 Hours**

This course is designed to give the student an understanding of and a preparation for a career in small business management. The course covers the legal format of a business, startups, sales of existing business and franchising. It also covers the creation of a business plan, target markets, customer research, promotion, location, financing and sources of financing. Management and hiring as well as other legal issues and small business accounting are included in the topics covered by the course and where possible students are introduced to the use of the Internet.

MGT 219**Administrative Office Management****3 Credits, 3 Hours**

Administrative Office Management is the study of the various factors that contribute to making today's business office an efficient, productive enterprise. The course focuses on the application of both classic and contemporary management theories and the planning, organizing, leading, and controlling of the office environment, the human resources, office systems, and office functions. The ever-increasing role of technology; the importance of communication and collaboration; critical thinking and decision making; and contemporary business issues will be explored. Meets business elective requirements for business students.

MARKETING

MKT 201

Marketing

3 Credits, 3 Hours

Introduction to the role and scope of marketing in both business and non-profit sectors of our society. Concepts, strategies and institutions involved in the determination of consumer demand and potential of markets, product line and brand management; organization and implementation of distribution strategies and trade channel structure; pricing policies, programs and their implementation; promotional programs and techniques relevant to demand creation; overview of organization and management of the marketing process.

MKT 205

Principles of Retailing

3 Credits, 3 Hours

Introduction to the field of retailing: types of retail institutions; store location, layout and organization; buying and merchandising techniques; retail advertising and sales promotion; personnel policies, organization of retail operations; retail accounting methods; career opportunities in retailing.

MKT 206

Principles of Sales

3 Credits, 3 Hours

Prerequisite: MKT 201 recommended

This course is designed to familiarize the student with the selling function as part of the marketing promotional mix. The subject matter includes the activities and responsibilities of a salesperson, types of sales positions, prospecting for, and qualifying potential customers, sales presentations and selling techniques.

MKT 210

Principles of Advertising

3 Credits, 3 Hours

Prerequisite: MKT 201

This course will provide students with the basic principles of advertising including the history of advertising, target and niche marketing, marketing research and the different advertising mediums (television, radio, newspapers, magazines, and the Internet). The basic concepts of international advertising will also be explored.

MKT 213

Sports Marketing

3 Credits, 3 Hours

Prerequisite: MKT 201 or permission of the Department Chair

Are you ready for the big leagues? If you are passionate about a career in sports, this course is for you. This course provides students with insight into the sports marketing arena that has grown into a multi-billion dollar industry. Students will understand the core facets of the industry: marketing, public relations, sponsorship and licensing and how they are related.

MKT 240

Marketing Research

3 Credits, 3 Hours

An examination of concepts and practical methodologies used in marketing research. Emphasis is given to methods used to acquire primary data, questionnaire design, statistical sampling and focus groups.

MATHEMATICS

MAT 048E

Algebra Reinforcement Module

0 Credits, 2 Hours

Corequisite: MAT 101E

Intended for students identified by the mathematics assessment, this module provides extra hours of instruction in MAT 101 for students needing additional academic support.

MAT 065

Mathematics Skills

0 Credits, 4 Hours

Intended for students identified by the mathematics assessment, this is a course that emphasizes an understanding of the basic operations of arithmetic and the development of mathematical reasoning.

MAT 101

Elementary Algebra for College Students

3 Credits, 3 Hours

Prerequisite: Appropriate score on the mathematics assessment.

This is a basic course in algebra. Topics will include: operations with signed numbers, linear equations and inequalities, equations of a line and its graph, systems of two linear equations, integral exponents, operations with polynomials, factoring and quadratic equations. Reinforcement sections are available for students needing additional academic support.

MAT 102

Intermediate Algebra for College Students

3 Credits, 3 Hours

Prerequisite: MAT 101 or equivalent

This is an intermediate course in algebra that further develops selected topics from MAT 101 along with operations with rational expressions; rational exponents; roots and radicals; absolute value equations and inequalities.

MAT 104

Descriptive Statistics

3 Credits, 3 Hours

Prerequisite: MAT 101 or equivalent

This is a basic course for students in business, economics, and liberal arts. The modern role of statistics is presented, as well as an introduction to collecting and analyzing quantitative data, measuring central tendency, variation, probability, and probability distributions.

MAT 105**Mathematics For The Classroom****Teacher****3 Credits, 3 Hours**

Prerequisite: MAT 101 or equivalent

A mathematics course with special emphasis on critical thinking and problem solving. Topics include: inductive and deductive reasoning; estimation; sets, logic, numerical systems, and number theory; operations with real numbers; basic geometry; basic algebra, probability and statistics. It may not be used as a prerequisite for any other course at the College. The intent of the course is to give current or future teachers a strong foundation in mathematical concepts that can be incorporated into their teaching. It is not intended to be a methods course. This course fulfills the mathematics requirements for students seeking the AA degree in Humanities and Social Science/Elementary Education Pre K-6 only

MAT 107**Finite Mathematics****3 Credits, 3 Hours**

Prerequisite: MAT 102 or permission of the Department Chair

A course for students needing a background in probability, matrix algebra, linear programming and symbolic logic.

MAT 109**Pre-Calculus****4 Credits, 4 Hours**

Prerequisite: MAT 102 or the equivalent

A pre-calculus course with special emphasis on the function concept. Topics include algebraic operations; linear, quadratic, polynomial, exponential, logarithmic and trigonometric functions; systems of equations; the binomial theorem.

MAT 125**Statistics****4 Credits, 4 Hours**

Prerequisite: MAT 101 or the equivalent

Intended for students whose major area of study is psychology, sociology, economics, business, engineering, or education. Topics include probability, distributions, sampling, confidence intervals, hypotheses testing, inferences about means, proportions and standard deviations, correlation and regression, analysis of variance and non-parametric tests of hypotheses.

MAT 203**Calculus I****4 Credits, 4 Hours**

Prerequisite: MAT 109 or the equivalent

An introduction to the concepts of calculus, including limits, continuity, the derivative, differentiation of algebraic and trigonometric functions and applications of the derivative; Rolle's theorem; the mean-value theorem; differentials; and the indefinite integral. *Honors sections will do further in-depth research and presentations as well as a research paper.*

MAT 204**Calculus II****4 Credits, 4 Hours**

Prerequisite: MAT 203

Riemann sum, definite integral, the fundamental theorem of integral calculus, applications of the integral, transcendental functions and their inverses, techniques of integration, numerical approximations, L'Hopital's rule and improper integrals. *Honors sections will do further in-depth research and presentations as well as a research paper.*

MAT 205**Calculus III****4 Credits, 4 Hours**

Prerequisite: MAT 204

An advanced calculus course covering the concepts of sequences and series, coordinate systems, calculus of vector valued functions, parametric equations and multivariate calculus, including partial differentiation, multiple integration and applications.

MAT 206**Ordinary Differential Equations****4 Credits, 4 Hours**

Prerequisite: MAT 205 or permission of the Department Chair

Equations of the form: $Mdx + Ndy = 0$, applications to engineering, approximation techniques, solutions by series, simultaneous differential equations, LaPlace transforms and the general n th order linear differential equation.

MAT 207**Linear Algebra****4 Credits, 4 Hours**

Prerequisite: MAT 204 or permission of the Department Chair

Vectors and vector spaces; matrices; basis; dimension; linear transformation; determinants; eigenvalues and eigenvectors.

**MEDICAL
INFORMATICS****MIT 201****Introduction to Medical Informatics****4 Credits, 4 Hours**

Pre or Co-requisite: CSP 239

This is an introductory course for technology and computer professionals in the field of Medical Informatics, a health care related field that applies information technology to medical data. Topics include the Electronic Medical Record (EMR); the Internet and mobile computing as sources of medical information; the acquisition, storage and transmission of medical data; the development, selection and implementation of health care information systems; privacy, confidentiality, and security of medical data, as well as health care regulatory and accreditation issues.

MEDICAL RECORDS

MDR 111 Medical Terminology 3 Credits, 3 Hours

This course provides a beginning knowledge of medical terminology based on an understanding of the human body systems and significant prefixes and suffixes. Students will be able to define, interpret and use medical terms in a variety of health careers.

MUSIC

MUS 101 Music Appreciation 3 Credits, 3 Hours

Coexistence of new and old music; the influence of music of other cultures on our music and the influence of our music on other peoples and places. An examination of the contemporary musical scene.

MUS 105 Ear Training I 3 Credits, 3 Hours

Prerequisite: MUS 201

Development of the sense of hearing to enable the student to accurately identify and recreate tones; melodic and rhythmic dictation and sight singing of simple melodies. Study of the treble and bass clefs.

MUS 107 Songwriting Workshop 3 Credits, 3 Hours

Analytical study of popular music: the melody and the lyric, the rhythm and the harmony. Students engage in the creative experience of joining words and music. At the conclusion of the semester the material created by the students will be performed in a live concert on the stage of the Performing Arts Auditorium.

MUS 120 Pluralism and Diversity Music in America (Cross-listed with PDA 120) 3 Credits, 3 Hours

In this course, we will examine the pluralistic elements of 20th century American music and the diversity therein, which encompasses American culture. The content will address issues of race, ethnicity, religion, stereotyping, society, gender, class, discrimination, power and customs. The music will include folk songs, jazz, rhythm & blues, classical, religious and country and western. Fulfills the Pluralism and Diversity degree requirement.

MUS 134 Singing/Beginning Voice 3 Credits, 3 Hours

This course is designed with beginning students in mind. The emphasis is on learning to properly use the voice, understand your individual vocal range and prepare you to work towards a performance.

MUS 143 Jazz Workshop 3 Credits, 3 Hours

This workshop course gives instrumentalists and vocalists an introduction to jazz through the use of theoretical improvisational techniques. Class time is divided between learning applicable music theory and ensemble playing. Classic jazz repertoire is studied in a classroom setting with a rehearsal atmosphere as the workshop prepares for an end of semester performance.

MUS 201 Basic Musicianship 3 Credits, 3 Hours

A study of the basic principles of the tonal system, rhythm, meter, intervals, scales and notation and the development of a reading knowledge of these elements by active participation in ear training and playing the recorder.

MUS 202 Harmony 3 Credits, 3 Hours

Prerequisite: MUS 201

The study of harmonic progressions of triads in root and inverted positions and the traditional harmonic practices of 18th and 19th century composers.

MUS 208 History of Jazz 3 Credits, 3 Hours

This course traces the history of jazz from its roots in Africa, through the fields of North America slavery and on to the big cities of the United States. Field hollers, work songs, the blues, ragtime, swing, bebop and contemporary forms are discussed in the context of regional styles emanating from the major cities New Orleans, Chicago, Kansas City and New York. The innovations of master artists, from Louis Armstrong to Thelonius Monk, are interpreted from historical, sociological and musical perspectives.

MUS 261, 262 Applied Music Program 1-2 Credits

Students receive private instruction in voice or a musical instrument with a qualified instructor and receive certification for credit based on a juried performance at the end of the semester.

NURSING

NUR 010 Language of Nursing 3 Credits, 3 Hours

This course presents terminology basic to nursing, focusing on its meaning and use in the practice of nursing. Terms are grouped into major units which parallel this in Nursing Process courses, covering terminology related to needs assessment of the following: skeletal and muscular systems, cardiovascular and lymphatic systems, respiratory, digestive, urinary, reproductive, integumentary and the nervous and endocrine systems. Practice exercises involving reading, writing, and speaking are given with each unit.

NUR 100 Nursing Support Modules

0 Credits, 1 Hour

Prerequisite or Co-requisite: he required nursing process course (NUR 111, 113, 141,142,231,232,241,242)

A course designed to reinforce and/or clarify the knowledge acquired in the required nursing process course through the use of alternative learning activities and attention to specific learning needs.

NUR 103 Calculations for Pharmacology 1 credit, 1 hour

Prerequisite: Permission to register depends on Math assessment and permission the Department Chair

An introduction to the mathematics necessary for the safe preparation and administration of medication, using dimensional analysis for drug calculations and conversions. Extended sections of this course meets for 2 (E) or 3 (X) hours each week and include a review of basic arithmetic, fractions and decimals.

NUR 106 Principles of Drug Administration 1 Credit, 1 Hour

Prerequisite: Permission of the Department Chair

Required course for the AS in Nursing degree. Facilitates mastery of principles of drug therapy and drug administration by presenting content as a unit to provide the basis for more advanced content in other nursing process courses.

NUR 110 Using Nursing Process 2 Credits, 2 Hours

Prerequisite: NUR 111 and NUR 113

or LPN or permission of the Department Chair
Designed to develop understanding of the role of the Associate Degree Nurse as provider of care, manager of care and member of the Department of Nursing through development of skill in the use of the nursing process and analysis of the history, evolution and traditions of nursing practice. Required for LPNs and other students given advanced placement in the Nursing Process sequence through transfer or challenge credit.

NUR 111 Nursing Process IA

3.5 Credits, 6.5 Hours

Prerequisite: NUR 103 (if clinical calculations competency test not passed)

Pre- or co-requisite: ENG 101 and PSY 103

An introduction to the nature of nursing, the holistic nature of the patient and concepts of health. The nursing process, with its related skills of observation, taking a health history, doing a physical assessment, using therapeutic communication and health teaching, is presented as the basis of nursing practice. The nursing process is applied, through the use of case studies and clinical experiences to meeting the basic needs of patients or nutrition, elimination, body defense and psychological regulation. Clinical experiences are focused on the elderly patient in community and long term care settings. Basic nursing skills are learned in the nursing laboratory.

NUR 113 Nursing Process IB 3.5 Credits, 6.5 Hours

Prerequisite: NUR 103 (if clinical calculations competency test not passed)

Pre- or co-requisite: NUR 103, NUR 106, NUR 111, BIO 110, ENG 101 and PSY 103

The nursing process is applied to meeting the basic health needs of patients in the areas of body defense, mobility, gaseous transfer and chemical regulation. Laboratory experiences are provided in the nursing laboratory as well as in a variety of community and long term care settings.

NUR 141 Nursing Process IIA 3.5 Credits, 6.5 Hours

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, ENG 101, BIO 110, PSY 103

and current AHA Basic Life Support

Health Care Provider certification

Pre- or co-requisite: CHM 105 and ENG 102

The nursing process is applied to meeting the needs of the adult patient with health problems related to the needs for psychological regulation and nutrition. Laboratory experiences are provided in the nursing laboratory and in mental health settings in the community. Current AHA Basic life support professional certification is a requirement of this course.

NUR 142 Nursing Process IIB

3.5 Credits, 6.5 Hours

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, ENG 101, BIO 110 and PSY 103

Pre- or co-requisite: BIO 111 and a PED course

The nursing process is applied to meeting the needs of the adult patient with health problems related to the needs for elimination and mobility. Laboratory experiences are provided for students in the nursing laboratory and in orthopedic-rehabilitation settings in the community.

NUR 149 NCLEX Review 0 Credits

Required for completion of the Nursing Program. Graduating Nursing Program students only. Five day course reviewing the course work presented in the Nursing curriculum in preparation for the NCLEX-RN examination for licensure.

NUR 205 Principles of Pharmacology 3 Credits, 3 Hours

This course focuses on the nursing process as it relates to drug therapy. Major classes of drugs are discussed as terms of basic mechanisms of drug action, safe therapeutic dose range, routes of administration, adverse effects, contraindications, nursing interventions, and patient education.

NUR 206 Physical Assessment 3 Credits, 3 Hours

Prerequisite: NUR 142 or LPN or RN license or permission of the Department Chair

This course is designed to present physical assessment skills and knowledge, which can be applied immediately in the health care setting to recognize and differentiate between normal and abnormal assessment findings. It will enhance patient assessment skills, promote integration of current nursing theory with clinical practice and enhance the participant's ability to function safely and effectively in the rapidly expanding role of the nurse in all health care settings.

NUR 214**Basic Cardiac Life Support –AHA****1 Credit, 1 Hour**

This course addresses the need to prepare individuals in the community to administer cardio-pulmonary resuscitation. It fulfills the American Heart Association's requirement for professional certification in Basic Life Support and includes topics such as national statistics of cardiac mortality and the roles of the health care professional in a culturally diverse society. Satisfactory course completion fulfills one credit of the physical education requirement.

NUR 231**Nursing Process IIIA****4 Credits, 8.5 Hours**

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, NUR 141, NUR 142, ENG 101, ENG 102, BIO 110, BIO 111, CHM 105, PED (1), PSY 103 and current AHA Basic Life Support Health Care Provider certification

Pre-corequisite: PSY 191, PSY 212 and a PED course

The nursing process is applied to meeting the needs of patients during the maternity cycle. Normal physiological, psychological and social changes are considered, as well as health problems due to deviations from the normal. Laboratory experiences are provided in maternity settings in the community and in the nursing laboratory.

NUR 232**Nursing Process IIIB****4 Credits, 8.5 Hours**

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, NUR 141, NUR 142, ENG 101, ENG 102, BIO 110, BIO 111, CHM 105, PED (1), PSY 103 and current AHA Basic Life Support Health Care Provider certification

Pre or corequisite: BIO 207

The nursing process is applied to meeting the needs of adult patients with health problems related to the need for body defense and the respiratory component of gaseous transfer. Laboratory experiences are provided in the nursing laboratory and in acute care and other medical-surgical settings in the community.

NUR 241**Nursing Process IVA****4 Credits, 8.5 Hours**

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, NUR 141, NUR 142, NUR 231, NUR 232, ENG 101, ENG 102, BIO 110, BIO 111, BIO 207, CHM 105, PED (2), PSY 103, PSY 191, PSY 212 and current AHA Basic Life Support Health Care Provider certification

Pre-corequisite: PDA 101 and a PD course

The nursing process is applied to meeting the needs of adult patients with multiple health problems, at least one of which is related to the need for chemical regulation and/or the cardiovascular component of gaseous transfer. Laboratory experiences are provided in the nursing laboratory and in acute care and other medical-surgical settings in the community.

NUR 242**Nursing Process IVB****4 Credits, 8.5 Hours**

Prerequisite: NUR 103 (if clinical calculations competency test not passed) NUR 106, NUR 111, NUR 113, NUR 141, NUR 142, NUR 231, NUR 232, ENG 101, ENG 102, BIO 110, BIO 111, BIO 207, CHM 105, PDA, 101, PED (3), PSY 103, PSY 191, PSY 212 and current AHA Basic Life Support Health Care Provider certification

Pre-corequisite: A 3-credit elective

The nursing process is applied to meeting the needs of patients across the life span with multiple health problems. Normal physiological, psychological and social changes are considered, as well as health problems due to deviations from the normal. Laboratory experiences are provided in pediatric health care settings in the community and in the nursing laboratory. Also included is a capstone management of care experience.

OCCUPATIONAL THERAPY**OCC 101****Introduction to Occupational Therapy****3 Credits, 3 Hours**

Prerequisite: Placement into ENG 101

An introduction to the principles of occupational therapy and its relation to other health-care disciplines. The student spends eighteen (18) additional hours in an occupational therapy field site during the semester, observing and participating in the delivery of occupational therapy services. Students must be admitted to the Occupational Therapy program before registering for this course.

OCC 102**Clinical Conditions****3 Credits, 3 Hours**

Prerequisite: BIO 110

A study of etiology, pathology and clinical manifestations of medical conditions commonly referred to occupational therapy. Clinical Conditions is a required course in the Occupational Therapy Assistant curriculum.

OCC 103**Occupational Therapy Skills****3 Credits, 3 Hours**

Prerequisite: OCC 101, OCC 102, OCC 105

Pre- or corequisite: BIO 111 and OCC 107

This course is designed to introduce students to various evaluation and treatment tools utilized by occupational therapist. In addition, students are provided with an in-depth look at the human skeletal, muscular and nervous systems. Students are guided through each evaluation tool including, but not limited to, the evaluation of the upper extremity as well as evaluating coordination, sensation, edema, ROM and strength. Students will also be instructed in rationale and procedures for splinting and various treatment interventions.

OCC 105
Therapeutic Occupations
3 Credits, 3 Hours

Prerequisite: Placement into ENG 101

This course is an introduction to the purpose and process of using and analyzing occupation. This is studied in the context of normal development. The students are encouraged to think about play and leisure both in the normal development sequence and in the case of disrupted development as a consequence of illness, accident or other major life stressors.

OCC 107
Advanced Therapeutic Occupations
3 Credits, 3 Hours

Prerequisite: OCC 101, OCC 102, OCC 105 and BIO 110

A study of the therapeutic values of selected occupations in cooking, horticulture, woodworking, needlecrafts and ceramics as utilized in self care and work performance by occupational therapy. Both skill development in the occupations as well as their application, adaptation and analysis will be emphasized.

OCC 171
Occupational Therapy Fieldwork A
5 Credits, 320 Hours

Prerequisite: Successful completion of the OTA curriculum

The application of occupational therapy treatment techniques in varied areas of occupational therapy practice. Supervised clinical placements will be provided. Other time sequences may be possible. Can be taken only when all course work is successfully completed. Prior to the inception of fieldwork the student will attend a mandatory fieldwork seminar.

OCC 172
Occupational Therapy Fieldwork B
5 Credits, 320 Hours

Prerequisite: Successful completion of the OTA curriculum

The application of occupational therapy treatment techniques in varied areas of occupational therapy practice. Supervised clinical placements will be provided. Other time sequences may be possible. Can be taken only when all course work is successfully completed. Prior to the inception of fieldwork the student will attend a mandatory fieldwork seminar.

OCC 201
Principles of Occupational Therapy I: Geriatrics
3 Credits, 3 Hours

Prerequisite: OCC 101, OCC 102, OCC 105, PSY 103 and PSY 191

A survey of the special problems and conditions that accompany the process of aging. Specific goals and objectives of occupational therapy geriatric treatment programs are explored. Field trips to sites of geriatric care arranged.

OCC 202
Principles of Occupational Therapy II
3 Credits, 3 Hours

Prerequisite: OCC 101, OCC 105, PSY 103 and PSY 191

A survey of the special problems and conditions of the developing child, with emphasis on developmental deficits. The specific goals and objectives of pediatric occupational therapy programs are explored. Two days of additional time is required to complete the level I fieldwork experience that is a required part of this course. A required course in the occupational therapy assistant curriculum.

OCC 204
Principles of Occupational Therapy III
3 Credits, 3 Hours

Prerequisite: OCC 101, OCC 102, OCC 103, OCC 105, OCC 107, BIO 110 and BIO 111

A study of the application of occupational therapy intervention procedures used by the certified occupational therapy assistant in the area of physical disabilities and rehabilitation.

OCC 205
Principles of Occupational Therapy IV
3 Credits, 3 Hours

Prerequisite: OCC 101, OCC 105, PSY 103, PSY 191, PSY 214 or PSY 222, SPE 201 and BIO 110

Pre- or co-requisite: OCC 107 and PDA 101

A study of the application of occupational therapy procedures used by the certified occupational therapy assistant in the area of mental health.

OCC 207
Professional Issues and Documentation
3 Credits, 3 Hours

Prerequisite: OCC 204 and OCC 205

This course is to be taken in the last semester of Occupational Therapy Assistant curriculum courses when all occupational therapy courses are close to completed and occupational therapy fieldwork is about to begin. It will be taught as a synthesis of occupational therapy theory and principles. It will include: management, supervision, leadership, team building, ethics, standards of practice, budget, finance, quality assurance, clinical reasoning and documentation. Students are required to complete twenty hours of non-traditional fieldwork/ service learning. Other professional activities outside of class time are also required.

Course Descriptions

OCC 208

Advanced Skills Occupational Therapy

2 Credits, 2 Hours

Prerequisite: Last semester in program prior to level 2 fieldwork

Pre- or co-requisite: OCC 103, OCC 204, OCC 205, OCC 207

A skills lab covering the “hands on” practice of occupational therapy and its practical application in the health care environment.

OFFICE TECHNOLOGIES

OFT 102

Office Technologies Procedures

4 Credits, 4 hours

Prerequisite: OFT 112 *Recommended:* OFT 108

Introduction of skills to prepare students for office positions. This course will give students a perspective of the role of support professionals and recognition of technological developments that have affected the office role. Topics include records management, administrative support responsibilities, human relations and interpersonal communication skills, storing and distributing information, telephone communication, ethical behavior and job search. Offered spring semester. Meets business elective requirement for business students.

OFT 103

Basic Keyboarding

3 Credits, 3 Hours

Teacher-directed instruction using the touch-typing method for keyboarding at computer terminals. Emphasis is placed on accuracy, speed, proofreading and production typing. Students are required to practice one additional hour weekly as directed by the instructor.

OFT 107

Project Management

(Cross-listed with MGT 107)

3 Credits, 3 Hours

Prerequisite: CSP 101, OFT/MGT 111 or OFT 112

Required course for OFT students and an elective for business students. Students will learn the concepts, methodologies, and terminology related to managing projects and then will apply that knowledge in using MS Project. Topics include planning a project, creating project schedules, communicating project information, assuring resources, tracking progress, launching the project and reporting results.

OFT 111

Spreadsheet and Database Management

(Cross-listed with MGT 111)

3 Credits, 3 hours

Introduction to spreadsheet and database management software that organizes stores and recalls information, providing easy access and retrieval. Individual use of a PC in a networked environment using the current business spreadsheet and database software. Students will develop an understanding of key spreadsheet and database concepts. Meets business elective requirement for business students.

OFT 112

Word Processing Applications: MS Word

3 Credits, 3 Hours

Prerequisite: OFT 103 or the ability to keyboard 20 wpm

Individual operation of a personal computer using the most current version of MS Word, a word processing program in a networked environment. Basic and intermediate levels of learning include keyboarding (inputting), creating documents, correcting and proofreading, storing and retrieving text, using the mouse, understanding menus, toolbars, task panes, executing commands, formatting, copying and moving text, spell check, grammar, thesaurus; and printing (output). Meets business elective requirements for business students.

OFT 207

Advanced Word Processing

3 Credits, 3 Hours

Prerequisite: OFT 112 or permission of the Department Chair or Microsoft Office Specialist (MOS) Core Certification

Individual operation of a personal computer using the most current version of MS Word, a word processing program in a networked environment. Intermediate and advanced applications include merging documents, sorting/selecting data, formatting with special features, adding visual appeal to documents with images, shapes, WordArt and desktop publishing features, formatting with macros and styles, working with shared documents, creating specialized tables and indexes, preparing and protecting forms, sharing data between applications. Meets business elective requirements for business students.

OFT 208

Presentation Software: PowerPoint

(Cross-listed with BUS 208)

3 Credits, 3 Hours

Recommended Pre/Co-requisite OFT 112

This course provides students with hands-on instruction in creating, preparing, and delivering graphical business presentations using MS PowerPoint. Students will create, edit, format, save, and print slides using various methods. To add visual appeal, animation, WordArt, clip art, images, charts, tables, and graphs will be included. Students will import/export to other MS applications; link and embed objects from other applications; and create web pages from presentations. Meets business elective requirements for business students.

OFT 271

Office Technologies Practicum

1 Credit

Prerequisite: OFT 101 and 112

Pre or Co-requisite: OFT 102

Field placement assignment requiring 45 hours of work in an automated office environment. Upon demonstrated competency with office performance, 1 credit will be awarded. The faculty member supervising the practicum will offer initial guidance and schedule individual conferences on a regular basis.

OFT 912**Computer Keyboarding****1 Credit**

This is a self-paced course designed for any student who wishes to learn to input by touch at a computer terminal. The student uses an interactive disk with the computer terminal. Practice days and times will be determined by the student. This course is a degree requirement for students enrolled in the Accounting program and all AS and AAS Business students.

PARALEGAL STUDIES**PLG 101****Introduction to Paralegalism****3 Credits, 3 Hours**

This course provides students with an overview of the legal system and the paralegal's role in the legal profession. Students will learn the main sources of law by examining the judicial, executive and legislative branches of the New York State and federal systems. Other topics include techniques for the study of law and the ethical responsibilities of a paralegal and an attorney. There is also a special section on paralegal employment and strategies for success in the job search process, including resume writing and interviewing.

PLG 102**Legal Research & Writing****3 Credits, 3 Hours**

Pre- or corequisite: PLG 101

This course is designed to teach students how to find relevant case law, administrative law and statutes in the law library. Use of research tools such as digests, encyclopedias, state and federal reporters and statutory codes will be covered. Students will learn how to integrate research results into written legal memoranda, briefs and other legal writings. The art of citation and Shepardizing will also be covered, as will an introduction to computerized legal research using Westlaw.

PLG 103**Civil Litigation****3 Credits, 3 Hours**

This course covers the various stages of litigation including investigation, pleading, discovery, trial and appeal. Students will learn to conduct factual investigations and client and witness interviews. Using applicable New York and federal statutes and rules, students will learn how to draft various documents including the summons, complaint, answer, counterclaim, various motions, as well as discovery devices. There is an examination of the rules of evidence. Appeals and alternative dispute resolution are also covered.

PLG 105**Domestic Relations****3 Credits, 3 Hours**

Pre- or corequisite: PLG 101

This course prepares the paralegal to assist attorneys with family law cases. Topics covered include conducting intake interviews, formation of marriages, prenuptial agreements, annulment, grounds for divorce, separation agreements, procedures for obtaining a divorce, spousal support, property division, child support, visitation, child custody, and adoption.

PLG 106**Computerized Legal Applications****3 Credits, 3 Hours**

This course covers office management programs, word processing for the law office and practice specific programs. Students will receive hands-on instruction in several legal software programs. Legal research using the Internet is also covered.

PLG 107**Contracts****3 Credits, 3 Hours**

This course covers the law of contracts, including an examination of both common law contracts and Uniform Commercial Code principles. Topics covered include contract formation, enforceability, breach and remedies. Students will learn to draft simple contracts.

PLG 108**Real Estate Practice****3 Credits, 3 Hours**

Pre- or corequisite: PLG 101

This course prepares the paralegal to assist attorneys with the transfer of real property in New York. Topics covered include methods of acquiring ownership of real property, characteristics of the various estates in property, types of ownership, surveys and descriptions, types of liens and encumbrances, types of deeds and mortgages. A special emphasis is placed on preparing for a real estate closing, closing procedures and post-closing activities. Students will also learn how to prepare important real estate forms such as a real estate sales contract and closing forms such as affidavits and RESPA.

PLG 109**Elder Law, Estate Planning and Probate****3 Credits, 3 Hours**

This course prepares the paralegal to assist attorneys with financial, estate and healthcare planning. Topics covered include intestate succession, formal requirements of a will, codicils, living wills, basic types of trusts, health care proxies, grounds for contesting wills and drafting of simple wills. By examining New York's Estates, Powers & Trusts Law and the Surrogate's Court Procedure Act, along with relevant forms, students will learn how to assist in pre-probate procedures, probate court proceedings and estate distribution.

PLG 110**Tort Law****3 Credits, 3 Hours**

Pre- or corequisite: PLG 101

This course covers the basic elements of various torts, including negligence, products liability, and medical malpractice. Students will learn to use this knowledge to assist with constructing a personal injury case for plaintiffs and defendants. Students will examine interrogatories, complaints, and other litigation documents that specifically involve personal injury actions. Students will also learn special investigative and interviewing techniques required to prepare a personal injury action.

Course Descriptions

PLG 111

Advanced Legal Research & Writing

3 Credits, 3 Hours

Prerequisite: PLG 102

Pre- or co-requisite: PLG 101

This course builds upon the skills obtained in PLG 102. Students will conduct complex print and computerized legal research and incorporate the research results into various legal documents. Issue spotting and legal analysis are emphasized, as well as proper legal citation.

PLG 140

Civil Liberties and Multiculturalism (Cross-listed with PDA 140)

3 Credits, 3 Hours

This course explores how the American judiciary has developed a body of law to ensure and preserve the civil rights and liberties of protected classes. These include race, religion, gender, class, age, sexual preference and the disabled. Students will learn about these legal protections and the judicial history behind them, while also examining various issues of American pluralism and diversity. Through class discussion of key landmark Supreme Court decisions students will apply analytical skills to interpret and understand the historical, cultural, and social impact of these precedents.

PLG 273

Paralegal Practicum

3 Credits, 3 Hours

Prerequisite: PLG 101 and permission of the Department Chair

Students in this course are placed with a local legal office for a specified training program appropriate to their career goals and interests for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the legal setting provide work experience and hands-on training under the combined supervision of a member of the legal community and a College faculty member. This course may be used to satisfy one of the electives required for an AAS in Paralegal Studies.

PARAMEDIC

PAR 200

Pharmacology for Paramedics

3 Credits, 3 Hours

Prerequisite: Permission of the Paramedic Department Chair

This course is designed for the paramedic student. The basic principles of pharmacology will be presented, including drug classification, general drug properties, drug actions and interactions and potential adverse reactions. The student will learn the steps in the development of a pharmacological management plan for use in the paramedic field.

PAR 201

Paramedic I

8 Credits, 8 Hours

Prerequisite: Permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers all techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 202

Paramedic II

4 Credits, 4 Hours

Prerequisite: Permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 203

Paramedic III

4 Credits, 4 Hours

Prerequisite: PAR 200, PAR 201 and permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 204**Paramedic IV****8 Credits, 8 Hours**

Prerequisite: PAR 200, PAR 201 and permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 205**Paramedic V****6 Credits, 6 Hours**

Prerequisite: PAR 200, PAR 201 and permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 206**Paramedic VI****3 Credits, 3 Hours**

Prerequisite: PAR 200, PAR 201 and permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PAR 207**Paramedic VII****3 Credits, 3 Hours**

Prerequisite: PAR 200, PAR 201, PAR 202, PAR 203, PAR 204, PAR 205, PAR 206 and permission of the Paramedic Department Chair

This course is designed to provide the advanced education needed by paramedics to administer patient care in the out-of-hospital setting. It covers the techniques of advanced emergency medical care presently considered within the responsibilities of the paramedic as well as all operational aspects of the job, which the student will be expected to perform. Emphasis is placed on recognition of symptoms of illness and injuries, and application of proper procedures of advanced emergency care. Demonstration, practice, clinical, and field experience are carefully integrated with didactic portion.

PERFORMING ARTS**PER 110****Introduction to Performing Arts
3 Credits, 3 Hours**

An introduction to the performing arts of dance, music, theatre and cinema as art forms which exhibit a particular language skill, craft and institution. Required of all performing arts majors and is taught in seminar format by means of lecture, discussion, participation, and performance attendance designated at the beginning of the course. Students will be required to attend student and professional performances on campus

PER 112**Beginning Modern Dance I
3 Credits, 3 Hours**

A beginning class in basic modern dance techniques with or without previous training. This course provides the basics in technique and terminology. Instruction includes exercises for developing proper dance alignment, flexibility, coordination, sense of rhythm and strength. Exploration of personal expression through movement (satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 113**Modern Dance II
3 Credits, 3 Hours**

Prerequisite: PER 112

A second-level class in modern dance techniques requiring the first level as previous training. This course continues to develop the basics in dance techniques and terminology at the level two. (Satisfactory course completion fulfills one credit of the Physical Education requirement.)

Course Descriptions

PER 118

Ballet I

3 Credits, 3 Hours

A beginning class in basic ballet techniques with or without previous training. This course provides the basics in technique and terminology. Instruction and training at the barre and in the centre: proper alignment, muscle awareness and control, introduction to dance movement and sense of rhythm. Strong foundation built for further studies in ballet, modern, jazz and musical theater dance. (Satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 119

Ballet II

3 Credits, 3 Hours

Prerequisite: PER 118

A second-level ballet techniques with Ballet I as the previous training. This course continues to provide technique and terminology at level two. Continued training at the barre and in the center for alignment, muscular control and dance movement.

PER 123

Jazz Technique I

3 Credits, 3 Hours

A beginning class in basic jazz dance techniques with or without previous training. This course provides the basics in techniques and terminology. Instruction includes exercises for developing proper dance alignment, flexibility, coordination, sense of rhythm and strength. Exploration of jazz styles through music steps (satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 124

Jazz Technique II

3 Credits, 3 Hours

Prerequisite: PER 123

A class in jazz dance techniques for students with previous training. This course provides the second level study in technique and terminology. Instruction includes the following: flexibility, rhythm dance and developing dance alignment. Music plays an important role in this study since dance and exploration of jazz style will include the study of jazz dance music. (Satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 127

Dance Improvisation

3 Credits, 3 Hours

An introductory class in the creative techniques of dance improvisation. No previous dance experience is required. The elements of dance composition are identified and explored. Individuals discover, explore and expand their own movements and ways to apply them to group improvisation. (Satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 150

Improvisation I

3 Credits, 3 Hours

This is an introductory course, which explores the actor's potential to improvise for the theater. It is based upon Viola Spolin's premise that improvisation is an important tool for the contemporary actor.

PER 152

Improvisation II

3 Credits, 3 Hours

Prerequisite: Per 150 or permission of the Department Chair

An advanced course in Improvisation designed as a performance workshop. Loosely based on the exercises and games of Viola Spolin, this course covers additional elements of improvisational techniques, character development and dramatic activities, with a strong emphasis on concentration, imagination and spontaneity.

PER 153

Acting for Television

3 Credits, 3 Hours

Course is designed to introduce the student to television acting. The student will explore the acting elements needed for television work. Extensive "on-camera" work will be required.

PER 156

Physical Acting for the Stage

3 Credits, 3 Hours

This course is designed to further develop the actors' skills, agility, poise, and strength in order to meet the demands of performance. This course will study all the elements of combat needed for the contemporary stage. Students will learn the specialized area of fencing as a stage movement as well as other forms of combat. (Satisfactory course completion fulfills one credit of the Physical Education requirement.)

PER 161

Shakespeare on Stage

3 Credits, 3 Hours

Prerequisite: PER 201, PER 202 or permission of the Department Chair

This is an advanced-level course designed to introduce the student to the power of William Shakespeare's literature and how to communicate this effectively in a performance. It involves training the student in classical language, voice and movement. Attention is given to textual analysis and modernizing the Elizabethan language to promote cultural awareness and enhance the performances of the student. There will be a final performance.

PER 201**Acting I****3 Credits, 3 Hours**

This is an introductory course, which explores the actor's instrument (body), function and responsibilities. The student learns to work from a point of concentration, to develop relaxation and to pursue an objective through physical and psychological action. The monologue is the scripted material that is used with emphasis on receiving and sending a clear and spontaneous intention that is believable. This course is required of all performing arts student enrolled in the core curriculum as well as the theater concentration curriculum.

PER 202**Acting II****3 Credits, 3 Hours**

Prerequisite: PER 201 and permission of the Department Chair

This is a developmental course, which explores the actor's instrument (body), function and responsibilities. The student continues to work from a point of concentration, to develop relaxation and to pursue an objective through physical and psychological action. The scene is the scripted material that is used with emphasis on receiving and sending a clear and spontaneous intention that is believable.

PER 203**Playwriting I**

(Cross-listed with ENG 287)

3 Credits, 3 Hours

Prerequisites: ENG 101 and 102

This is a first-level course designed as an introduction to writing for the stage, screen, and television, with a focus on playwriting. The goal is to enable students to conceive of, compose, evaluate, and rewrite an engaging story with playable dialogue, integrating strong dramatic and character development.

PER 211**Singing for Musical Theater****3 Credits, 3 Hours**

Singing technique and study of the relationship between singing and speaking, designed to enhance understanding and performance of both. Breath, control, resonance (vowels), articulation (consonants), exploration and expansion of individual voice quality and pitch range, tone work through vocalization and preparation of solo songs.

PER 271-273**Production Practicum****and Contract Learning****1-3 Credits, 7-11 Hours**

Prerequisite: interview and/or audition

Production experiences are offered through the planning and public presentation of a full-scale production: lighting, scene and costume design and construction, make-up design and application, technical direction and stage crewing, acting (rehearsal and performance), theatrical business management and advertising. Students attend classes and planning sessions covering conception, interpretation, casting, design, rehearsal and presentation. Studio hours are comprised of rehearsal, production and public presentation. Students learn responsibilities associated with theatrical production by applying skills learned in class.

PHILOSOPHY**PHL 201****Introduction to Philosophy****3 Credits, 3 Hours**

This course examines a number of questions, problems and perspectives on the nature of man, reality and the just society. It is primarily concerned with the ideas that define and differentiate people and which enable them to understand their place in the cosmos. These ideas include various perspectives on reality, knowledge, truth, justice, morality, art, religion, politics, society, education, ourselves and other people. It presents philosophy as originating from a sense of mystery and as essential to fully comprehending our individual and social lives.

PHL 203**Ethics: Human Values and Conduct****3 Credits, 3 Hours**

In pursuit of the fundamental questions of life that influences human aims and actions, this course presents a number of ethical perspectives developed by philosophers such as Aristotle, Kant, Mill and Sartre to justify moral beliefs and guide human behavior and social policy. Students assess these perspectives critically and apply them to contemporary social issues and moral dilemmas such as abortion, euthanasia, capital punishment, world hunger and the proliferation of nuclear weapons.

PHL 204**Processes of Thinking****3 Credits, 3 Hours**

Prerequisite: Participation in the Mentored/Talented Student program or permission of the program Coordinator.

An honors course designed to assist students in the development of critical reasoning abilities. Techniques from informal and formal logic are used to assess arguments, clarify concepts and evaluate theories. The methods, techniques and processes of reasoning in academic disciplines are examined and philosophical questions concerning the attainment of knowledge are raised.

PHL 206**Philosophical Perspectives on****the Meaning of Life****3 Credits, 3 Hours**

Is there a meaning to life to be discovered or does meaning have to be created by each individual? Is there any wisdom to be discovered from the many attempts of people to answer these questions throughout history? This course will explore a variety of perspectives in the art of living well that have been offered by philosophers from different time periods and from different cultures. Students will explore how these philosophers attempted to live their philosophies and will evaluate them in terms of our own experience today.

PHL 208**Theories of Human Nature****3 Credits, 3 Hours**

What does it mean to be human? What does it mean to be a person? Is man free? What is the nature of consciousness? How have technology and mass culture transformed the human condition? Exploring the uniquely modern character of a person's sense of his or her world, students examine alternative approaches to traditional views of human existence.

PHL 221**Art and Philosophy of the East***(Cross-listed with ART 221)***3 Credits, 3 Hours**

A humanities/art history course designed to introduce students to art from India, China and Japan and the basic principles of Taoism, Buddhism and Zen upon which these arts are based. The course will explore the form and meaning of the works of art and the ideas and principles that inspired their creation. Chinese bronzes and landscape painting, Japanese ink painting, ceramics, statues and stupas, Zen gardens and the tea ceremony are among the art works that give visual shape and form to the various and different philosophical and spiritual points of view of Taoism, Buddhism and Zen. The important influence of Japanese prints and Zen principles on the development of modernism in Western art and design in the 20th century will also be considered.

PHL 260**Ethics in Business***(Cross-listed with BUS 260)***3 Credits, 3 Hours**

Ethics in business is an interdisciplinary course that integrates the philosophical and moral aspects of decision-making in the business environment. The main objectives of the course are to expose students to the moral issues that arise in various business contexts; acquaint them with classical and contemporary philosophies; and introduce them to a paradigm that incorporates philosophy and business as contiguous to the natural reasoning and analytical process.

PHL 261**Current Issues in Biomedical Ethics****3 Credits, 3 Hours**

This course will examine various ethical problems and concerns that arise in the Health Sciences as well as in the fields of psychology, social work and other health related professions. The issues will be considered both concretely and in relation to general ethical theory. Among the areas to be explored are issues concerning abortion, death and euthanasia, genetic engineering, experimentation on humans and animals, relationships between professionals and patients, subjects or clients. Students will learn the philosophical principles as well as the practical applications of bioethics, and gain an appreciation of the social context in which bioethical discussion and debate take place. This course is useful not just for persons considering a career in the health care fields but for anyone who may interact with the field of health care or who is or may be a recipient of care.

PHYSICS**PHY 101****General Physics I****4 Credits, 6 Hours***Prerequisite: Three years of high school math and MAT 109*

An extensive study of principles in physics. Demonstrates measurements and standards, forces, motion, work, power and energy, simple machines, elasticity, liquid and gas mechanics, temperature, heat, water motion and sound.

PHY 102**General Physics II****4 Credits, 6 Hours***Prerequisite: MAT 101 and PHY 101*

The second semester of a two-semester sequence of a Geometry and Algebra-based General Physics sequence for students pursuing a career in the sciences, including health sciences, or who want to satisfy their science requirements. Topics include: The law of Universal Gravitation and Coulomb's Law; conservation of charge; electric fields and Gauss' Law; electric potential energy; voltage and current; capacitors and resistances; Ohm's and Kirchhoff's Laws; magnetism and electromagnetic induction; ray and wave optics and fundamentals of modern physics; relativity and quantum mechanics.

PHY 105**Engineering Physics I****4 Credits, 6 Hours***Prerequisite: MAT 203*

The first semester of a two-semester sequence in a calculus-based introductory physics course for students interested in a career in engineering/physics. Topics included are: measurements and units, the SI system of units, one-dimensional motion, vectors, two and three-dimensional motion, Newton's laws of motion, work and energy linear momentum, collisions, center of mass, rotational motion, moment of inertia and torque, static equilibrium, buoyancy, simple harmonic motion, mechanical waves, heat and thermodynamics.

PHY 106**Engineering Physics II****4 Credits, 6 Hours***Prerequisite: MAT 204 and PHY 105*

The second semester of a two-semester sequence of a calculus-based physics course for students pursuing a career in engineering. Topics included: the Law of Universal Gravitation and Coulomb's Law, conservation of charge, electric fields, electric potential energy, voltage and current, capacitors and resistance, Ohm's and Kirchhoff's law, magnetism and electromagnetic induction, ray and wave optics, fundamentals of modern physics and relativity.

PHY 110**Physics I Honors with Calculus****4 Credits, 6 Hours***Prerequisite: MAT 203**Corequisite: MAT 204*

The course is the first semester of a two-semester sequence in calculus-based introductory honors physics. This course is designed for students who are interested in a career in science, the health sciences, and engineering. Topics included are: measurement and units, the SI systems of units, one dimensional motion, vectors, two and three dimensional motion, Newton's Laws of Motion, work and energy, linear momentum, rotational motion, equilibrium, gravitation, fluid, oscillations, waves, temperature, heat and thermodynamics.

PHY 111**Physics II Honors with Calculus****4 Credits, 6 Hours***Prerequisite: MAT 204 and PHY 110*

The course is the second semester of a two-semester sequence of calculus-based honors physics. This course is designed for students pursuing a career in the sciences, including health sciences and engineering. Topics include: electric field, Gauss's law, electric potential, capacitance and dielectric, current and resistance, DC circuits, magnetic fields, Faraday's law, AC circuits, electromagnetic waves, laws of geometric optics, image formation, interference of light waves, diffraction, relativity, nuclear structure and nuclear physics.

PHYSICAL EDUCATION**PED 103****Social Dance****1 Credit, 2 Hours**

This course is designed for beginners who will learn steps, turns and fundamental sequences in East Coast Swing, Latin and ballroom dancing. Different dance styles are taught in separate class sections.

PED 105**Pilates****1 Credit, 2 Hours**

Pilates focuses on building a healthy, injury-free body by encouraging controlled and concentrated movement. It centers the body on breathing awareness while maintaining dynamic spiral stability. Pilates is a full body-conditioning program comprised of a series of designed movements performed on a mat.

PED 107**Aerobic Dancing****1 Credit, 2 Hours**

Basic dance moves choreographed to music for a well-balanced beneficial workout. This class is designed for beginners to increase physical fitness by strengthening the cardiovascular system.

PED 108**Body Sculpting****1 Credit, 2 Hours**

Many individuals are not able to lift weights that are used on universal machinery simply because they have not developed the muscles in the body and find the universal weights to heavy for them. This course is geared towards the student who would like to get a workout while developing the muscles in the body by using weights that range from two to four lbs.

PED 109**Step Aerobics****1 Credit, 2 Hours**

Step aerobics is a high-intensity low-impact aerobic workout for all fitness levels. The principle behind step aerobics is simple—step up and down on a platform while simultaneously performing upper body movements. The class consists of a warm-up, low-impact aerobics and cool stretch down, all utilizing the step.

PED 110**Walk to Fitness****1 Credit, 2 Hours**

This course provides an experience for a creative approach to fitness by combining knowledge gained from readings, evaluation of one's fitness level and walking style. As part of an ongoing personal fitness program, the student will plan three independent walks at different local parks. This course will assist students whose schedules require flextime. The class will meet for 20 regular workouts for 10 weeks on the SUNY Rockland Community College campus. Students will have the opportunity to work out for one hour and fifteen minutes during the regularly scheduled Monday and Wednesday afternoon class or Tuesday and Thursday morning class. A short final paper is due at the end of the semester reflecting your experience in this course, reviewing your fitness achievements and outlining an effective maintenance-walking program including your three walks in local parks.

PED 111**Golf****1 Credit, 2 Hours**

Provides an introduction to golf, its history, rules, equipment, terms and scoring. Students learn and practice all the fundamentals of the game. Driving Range lab fee required per session.

PED 113**Self-Defense****1 Credit, 2 Hours**

Not a class in the martial arts, the course uses martial art techniques for exercise purposes. Basic warm-up stretches with sit-ups and push-ups will be required at each class including a one-half mile walk/run. Students will learn a basic H. Kata, which is videotaped.

Course Descriptions

PED 116

Beginning Hatha Yoga

1 Credit, 2 Hours

This course offers the student an opportunity to participate in a physical activity in an environment where outside stimuli are reduced providing the student maximum opportunity to concentrate on the unique movements of the Hatha Yoga. Hatha Yoga is a discipline of exercises, which are designed to improve and maintain physical, mental and spiritual well-being and aid in reducing the effects of stress. The exercises are complimented by modes of deep breathing, concentration and relaxation, and visual techniques.

PED 117

Weight Training

1 Credit, 2 Hours

The purpose of this course is to focus on weight training and cardiovascular fitness. Free weight, multi-station machines, individual machines and aerobic equipment are used for increasing strength, endurance, and cardiovascular fitness. Techniques of self-testing, pulse rate monitoring and percent of body fat test will aid the student in exercising at his/her own pace. Students will design individual workouts based on pretest results and model workout programs. This is an excellent course for both men and women providing guidance for the beginner and opportunities for the advanced weight-training student to improve.

PED 118

Personal Fitness

1 Credit, 2 Hours

The purpose of this course is to give each student an opportunity to develop a personal fitness program. The first five weeks will be seminars to discuss exercise, fitness, diet and weight control, program development, reading and self-testing techniques. Thereafter, students will meet in the SUNY Rockland Community College weight room to design an individual program based on the materials covered during the seminars. This course is excellent for both men and women providing guidance for the beginner and opportunities for the advanced to gain knowledge about different fitness programs.

PED 121

Tai-Chi Chuan I

1 Credit, 2 Hours

This one credit course helps meet the three-hour physical education requirement in all degree programs. One of the dangers that threaten all of us, as we get older is a loss of our sense of balance. Maintaining a sense of balance through our lifetime can prevent serious injury from falls. This course will help maintain and develop our balance and help reduce stress while also allowing students to develop strength and flexibility.

PED 124

Tennis I

1 Credit, 2 Hours

The Tennis I, or beginning tennis, course is designed to introduce the student to the lifetime sport of tennis. It is an introductory course with emphasis on the fundamental skills involved in playing the game: grip, footwork, forehand and backhand, ground strokes, serve, volley, net play, as well as etiquette, rules of play, equipment and basic strategy utilized in proper singles and doubles.

PED 125

Tennis II

1 Credit, 2 Hours

Prerequisite: Tennis I or equivalent experience

Tennis II is designed to meet the needs of students who have already learned the basic fundamental skills of playing the game: grip, footwork, forehand and backhand ground strokes, serve, volley, net play, rules of play, etiquette and basic strategy in singles and doubles play. It is designed to improve these basic skills by applying more advanced knowledge and principles. Strategy of singles and doubles play is emphasized and players have an opportunity to put this knowledge into competition.

PED 133

Volleyball

1 Credit, 2 Hours

This course is designed for the student who wishes to develop the skills and techniques necessary to successfully compete in volleyball.

PED 134

Basketball

1 Credit, 2 Hours

This course is designed for students of all levels to learn the basic fundamentals for the game of basketball. These fundamentals include the rules, skills, strategies and game organization, as well as tournament play.

PED 140

Swimming I: Beginner

(Cross-listed with PES 140)

1 Credit, 2 Hours

A fundamental course for non-swimmers and beginner swimmers in the basic strokes and principles of swimming.

PED 141

Swimming II: Intermediate

(Cross-listed with PES 141)

1 Credit, 2 Hours

This course is designed for the student who is a swimmer and who wishes to improve swim stroke technique and develop total body fitness through varieties of swim training techniques. Students must have a background in swimming.

PED 145**Water Safety Instructor**

(Cross-listed with PES 145)

2 Credits, 4 Hours

Prerequisite: Student must be 17 years or older and have swimmer-level skills

This course is designed for the student who wishes to train to teach the American Red Cross water safety courses.

PED 146**Lifeguard Training**

(Cross-listed with PES 146)

2 Credits, 4 Hours

Prerequisite: Pass a pre-course swim test: Swim 300 yards & retrieve a 10lb. brick in 7ft. of water

This course will teach American Red Cross Lifeguard Training skills. Students must be 15 years old and a strong swimmer. Students will become certified in American Red Cross Lifeguard Training, First Aid and CPR for the Professional Rescuer/AED. Students must pass a pre-course swim test that will be conducted the first day of class in order to resume receiving certification. The pre-course test consist of a 300 yard swim and a 7-10ft. surface dive retrieving a 10lb. brick from the bottom of the pool.

PED 151**Bowling****1 Credit, 2 Hours**

This course is designed for the student who wishes to participate in bowling for personal enjoyment and satisfaction. The course will focus on the skills necessary to develop an interest in bowling as a lifetime sport.

PED 160**Racquetball****1 Credit, 2 Hours**

This course is designed to introduce the student to the lifetime sport of racquetball. It will cover the basic fundamentals of the game: safety, grip, basic strokes of forehand and backhand, serve, volley, overhead and lob. Strategy of both singles and doubles play will be covered, as well as etiquette and rules of play.

PHYSICAL EDUCATION STUDIES**PES 101****Racquet Sports****1 Credit, 2 Hours**

This course is designed for the student to conduct racquet sports in a physical education classroom setting. Racquet sports that are conducted are tennis, racquetball and squash. Content of the course includes the history of each sport, rules, regulation and demonstration of satisfactory skills.

PES 102**Team Sports****1 Credit, 2 Hours**

Exploring how to conduct team sports in a physical education classroom setting. Content includes learning the history of the sport, rules, regulations and demonstrating satisfactory skill in each sport. Some of the sports included are soccer, basketball, baseball, softball, volleyball and football.

PES 103**Aerobic Fitness****1 Credit, 2 Hours**

This course is designed to instruct the student in conducting aerobic fitness in a physical education classroom setting. Topics that are covered are cardiovascular fitness for the elementary school, secondary school child, jogging for health, aerobic dance, interval and circuit training.

PES 104**Anaerobic Fitness****1 Credit, 2 Hours**

This course is designed to instruct the student in conducting anaerobic fitness in a physical education classroom setting. Topics include strength training for children and adolescents, physical fitness testing, and resistance training using body weights.

PES 111**Introduction to Physical Education****3 Credits, 3 Hours**

To explore the foundation of Physical Education from the past to the present. Topics include defining physical education and the history, philosophy and ethics in physical education.

PES 112**Introduction to Athletic Training****3 Credits, 3 Hours**

This course is designed to explore the origins of the profession of athletic training, the current incidences of sports injuries as well as present and future challenges for preventing, caring for and reconditioning those injuries. The duties and attributes of the Certified Athletic Trainer as well as career opportunities will be reviewed. The role of the A.T.C., training room design, as well as safety concepts in equipment design and budget preparations.

PES 113**Care and Prevention of Athletic Injuries****3 Credits, 3 Hours**

This course includes lecture and laboratory experiences in the evaluation, care and rehabilitation of athletic injuries. Topics also include taping/bandaging techniques, tissue response to injury, and therapeutic modalities.

PES 114**Community Health & Wellness****3 Credits, 3 Hours**

Examines issues related to individual health and the community involvement. Topics include exploring health and wellness and how it impacts various lifestyles, physical activity, stress management, nutrition and destructive behaviors.

PES 140**Swimming I: Beginner**

(Cross-listed with PED 140)

1 Credit, 2 Hours

A fundamental course for non-swimmers and beginner swimmers in the basic strokes and principles of swimming.

Course Descriptions

PES 141

Swimming II: Intermediate

(Cross-listed with PED 141)

1 Credit, 2 Hours

This course is designed for the student who is a swimmer and who wishes to improve swim stroke technique and develop total body fitness through varieties of swim training techniques. Students must have a background in swimming.

PES 145

Water Safety Instructor

(Cross-listed with PED 145)

2 Credits, 4 Hours

Prerequisite: Student must be 17 years or older and have swimmer-level skills

This course is designed for the student who wishes to train to teach the American Red Cross water safety courses.

PES 146

Lifeguard Training

(Cross-listed with PED 146)

2 Credits, 4 Hours

Prerequisite: Pass pre-course swimming test and be able to dive 7 feet and retrieve a 10 pound brick.

This course will teach American Red Cross Lifeguard Training skills. Students must be 15 years old and a good swimmer. Students will become certified in American Red Cross First Aid and CPR. Completion with a passing grade will give the individual lifeguard certification, CPR certification and First Aid certification with the American Red Cross.

PLURALISM AND DIVERSITY

PDA 101

Pluralism & Diversity in America

3 Credits, 3 Hours

Course designed to engage the student in the increasingly important issues of cultural, ethnic and racial diversity in America. The student will explore: acculturation; class; communication and the interrelationships between culture and language; cultural customs; family, gender and sexuality; heritage; race and ethnicity; religion and ideology; and stereotypes.

PDA 110

Pluralism & Diversity in Business and Industry

3 Credits, 3 Hours

This course explores the diversified workforce and how as a manager or employee you embrace diversity in the workplace. Topics include: a new society, immigration, diversity in socioeconomic status; African American perspectives; religious influences in business; gender related issues; special populations; labor influences on economic status; successful business entrepreneurs and business people; affirmative action policies; communications in a diversified workforce; and managerial approaches to embrace diversity in the workplace.

PDA 120

Pluralism and Diversity Music in America

(Cross-listed with MUS 120)

3 Credits, 3 Hours

In this course, we will examine the pluralistic elements of 20th century American music and the diversity therein, which encompasses American culture. The content will address issues of race, ethnicity, religion, stereotyping, society, gender, class, discrimination, power and customs. The music will include folk songs, jazz, rhythm & blues, classical, religious and country and western. *Fulfills the Pluralism and Diversity degree requirement.*

PDA 136

Race, Class and Gender in American Art

(Cross-listed with ART 136)

3 Credits, 3 Hours

This course will consider art as self-expression and as a reflection of ideas about self, race, ethnicity, religion, society, gender, class and power. Images that range from Pre-Columbian pyramids, quilts and totem poles to the faces on Mount Rushmore, from Norman Rockwell and Grant Wood's American Gothic to Andy Warhol's Campbell soup cans, and MTV, reveal the diversity of American culture. The course will probe the nature of art and examine how art functions to perpetuate societal values and to stimulate innovation and change. *This course fulfills the graduation requirement of 3 credits in an approved course on Pluralism and Diversity in America.*

PDA 140

Civil Liberties and Multiculturalism

(Cross-listed with PLG 140)

3 Credits, 3 Hours

This course explores how the American judiciary has developed a body of law to ensure and preserve the civil rights and liberties of protected classes. These include race, religion, gender, class, age, sexual preference and the disabled. Students will learn about these legal protections and the judicial history behind them, while also examining various issues of American pluralism and diversity. Through class discussion of key landmark Supreme Court decisions students will apply analytical skills to interpret and understand the historical, cultural, and social impact of these precedents.

PDA 201**Women, Men and Power****3 Credits, 3 Hours**

What does it mean to be a woman? What does it mean to be a man? Can't we all just get along? Gender will be the basis of our analysis as we discuss the shifting roles of women and men and the problems they face. We will examine what it would mean for men and women to have equal rights. We will investigate issues such as sexual harassment, pornography, violence against women, and gay rights. We will also consider how race, class, and religion influence our thinking about these topics. Reading will be drawn from a variety of viewpoints.

PDA 220**Pluralism & Diversity
in Food and Culture in America**
(Cross-listed with HOS 220)**3 Credits, 3 Hours**

This course is intended to teach the student the historical, geographical and cultural influences on the development of American cuisine. It presents the influence of cultural diversity on present food and beverage habits and how they have asserted themselves in the American "salad society." There is detailed discussion of the influence of religion, history and nutritional needs on the American table. The use of foods, meal patterns and food related health concerns is used to explain how stereotyping continues to be problematic in America. Finally, gender and ethnicity issues occurring in the food business are explored.

PDA 223**Diversity in American Speech
and Language**

(Cross-listed with SPE 223)

3 Credits, 3 Hours

This course is a general introduction to pluralism and diversity in American speech communication. We don't always communicate in the same way. Our accents, word choice and communication strategies are often influenced by factors such as our racial, religious, ethnic, sexual and religious identities. As a result, people in the U.S. speak many varieties of English (and other languages). This course will examine a number of culturally distinct "speech communities" and unpack the cultural logic of their speech. This course will also examine the politics and practicality of imposing a standard form of English in the United States. *No speeches are required in this course. Honors sections will do further in-depth research and presentations as well as a research paper.*

PDA 226**Multicultural Law Enforcement**

(Cross-listed with CRJ 226)

3 Credits, 3 Hours

This course focuses on issues relating to the challenges presented to law enforcement officers and agencies by increasingly diverse communities and work forces. It places these complex dynamics in social and historical context and points to skills and strategies for police officers and agencies to better understand and communicate with those who are different because of gender, sexual orientation, race, ethnicity, religion or culture. *This course can be used to fulfill the Pluralism and Diversity degree requirement.*

POLITICAL SCIENCE**POL 100****Introduction to Political Science****3 Credits, 3 Hours**

This course is primarily designed to introduce the student to the basic political concepts, theories, approaches, methods and terminology used to analyze political events. In presenting an overview of the discipline, the course will both provide a sound foundation for those who wish to take additional political science courses and the necessary analytic skills for those who simply wish to enhance their understanding of current politics.

POL 101**Principles of American Government:
National****3 Credits, 3 Hours**

An examination of the structures and functions of American national government and the diversity of forces (past and present) that have shaped them.

POL 102**Principles of American Government:
State and Local****3 Credits, 3 Hours**

The role of state, regional, county, and local governments in the federal system, with special emphasis on the government and politics of New York State and local communities will be analyzed. State and local governments are discussed in the context of federalism, the state and local roles of executive, judicial and legislative systems, issues in public policy and analysis, and the role of interest groups, local political issues, and participation in community politics. Selected local and state elected officials are invited as guest lecturers during each semester.

Course Descriptions

POL 142

Community and Conservation

(Cross-listed with HIS 142)

3 Credits, 3 Hours

The course will document and trace the history of the natural and built environments of the Americas, and the United States in particular, from the Native-American occupation to the American suburb, and the edge cities in the Post-industrial era.

POL 150

Modern China: Politics and Culture

3 Credits, 3 Hours

This course examines the journey resulting in today's political and cultural transformation of the People's Republic of China. Topics include: ancient Chinese political and cultural practices; the Communist road to power; the political and cultural effects of the Communist revolution; the post Mao era; and the political, economical, legal, social and cultural China of today.

POL 273

Political Science Practicum

3 Credits

Students in this course are placed in a political science related position appropriate to their career goals and interest for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific professional setting provide work experience and training under the combined supervision of a member of the professional organization and a College faculty member.

PSYCHOLOGY

PSY 103

General Psychology

3 Credits, 3 Hours

Introduction to the science of psychology, including historical perspectives, methods of research, contemporary theory, knowledge, social psychology, the biological basis of behavior, emotion and motivation, learning and condition, human development, personality, abnormal behavior and perception. In addition, the impact of culture, gender and ethnicity on all of the above are studied.

PSY 145

Introduction to Teaching (Pre-K to Grade 6)

3 Credits, 3 Hours

This is an introductory course for students interested in working in the field of early childhood. Attention is given to planning for the support of the developmental and educational needs of children from infancy through the primary grades, and planning age appropriate activities for each level. Topics include an examination of a wide variety of programs available to serve a diverse population of children, plus the history of early childhood education, developmental theorists, teaching competencies and program management techniques. Emphasis is put on planning for "the whole child" and his/her family. Fieldwork observations are required.

PSY 146

The Exceptional Child

3 Credits, 3 Hours

Prerequisite: ENG 101

This course provides an overview of the education of children and youth with exceptionalities to include: intellectual and physical disabilities, emotional and communication disorders, hearing and visual impairments, learning and ADHD disabilities, the autism spectrum, multiple handicaps and giftedness. Analysis of the full range of exceptionalities highlight their characteristics, prevalence and causes, with discussion of inclusive and collaborative intervention techniques. Topical content areas will also include a review of the historical, philosophical and legal foundations of special education, as well as current issues and trends. Fieldwork observation hours are required.

PSY 147

Early Childhood Curriculum: (Math & Science)

3 hours – 3 credits

A hands-on experiential approach to theory, content and methodology of Early Childhood curriculum for ages 2 through 8+ years. Special emphasis is placed on the integration of environmental and natural sciences with math and language arts activities to document learning for young children. Two full-day weekend off-campus outdoor education field trips are required each semester.

PSY 148
Creative Arts Workshop
3 Credits, 3 Hours

As an introduction to the visual arts, this seminar and art workshop course is designed to assist those who plan to work creatively with children. Students will be introduced to the main elements of art (line, color, shape, space, balance, etc.) through the study of Modern Art and its major artistic movements. In the art studio workshop sessions emphasis is placed upon engaging in open-ended art experiences, using a variety of techniques (such as painting, collage, weaving, drawing, and printmaking) that could also be used in developmentally appropriate ways with children. Additionally, students work on the integration of the creative arts through puppetry, storytelling, music, rhythmic, and creative movement experiences.

As a final project, students prepare a cumulative portfolio collection of their original artwork samples, creative art and music activity plans, original poetry and topical essays. An art museum fieldtrip documented by an oral and visual art critique presentation is required as well.

PSY 149
Infant and Toddler Development
3 Credits, 3 Hours

Design to help adults begin to understand the developmental needs of infants and toddlers. The social, emotional, cognitive and physical needs of children from birth to age 3 are examined. Students apply the work of major theorists and researchers to actual observations of children and their implications for appropriate child care. Completion of weekly observation and fieldwork participation hours are required.

PSY 150
Applied Early Childhood
Development I
3 Credits, 3 Hours

Prerequisite: PSY 145 or permission of the Department Chair

This developmental child psychology course is designed for students interested in working with young children. Students will obtain field based experiential view of the early childhood profession, supported weekly seminars in child development concepts and theories. A minimum of four (4) hours a week observing and participating in the field will be required in addition to a 3-hour in class seminar. Weekly reflective journals, child observations forms, class discussion and small group activity planning are some of the requirements.

PSY 151
Applied Early Childhood
Development II
4 Credits, 4 Hours

8+ hours fieldwork, 2 hours seminar
Prerequisite: PSY 144, 145 or 150 or permission of the Department Chair

This is an advanced practicum and seminar course designed for students with some prior experience working with children. Students are placed and supervised in a choice of approved settings to include child care centers, infant and toddler programs, preschools, special education programs, grade K-4 classrooms and after school/school age programs. Requirements include attendance at a weekly seminar, child development readings and summary essays, reflective journal writing, child observations and activity/lesson planning. Students are mentored in analysis and implementation of age appropriate NYS Learning Standards through weekly curriculum experiences. A child case study, cumulative portfolio of work and integrated resource units are among the final projects.

PSY 160
Art Therapy I (Cross-listed with ART 160)
3 Credits, 3 Hours

Pre or co-requisite: ART 102 and PSY 103 or permission of the Department Chair

A joint offering of the Art and Psychology Departments, this course explores the psychology of artistic expression through discussion of theory and the production of artistic work. Theory covers such topics as the unity of personality, life cycle, expressive drawing and painting, abstracting, perceiving and expressive and perceptual tests. The student will participate in production of art with a view to understanding its significance in the expression of personality.

PSY 191
Life Span Development
3 Credits, 3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

The scientific study of the changes that occur during the human lifespan from birth to death. Study will include the factors and influences that contribute to these changes over the stages of the lifespan: prenatal, infancy, early childhood, middle childhood, adolescence, early adulthood, middle adulthood and senior adulthood. This course is recommended for students who wish to take an advanced psychology elective, for students in nursing and is required for all occupational therapy students.

PSY 192
The Psychology of Addictive Behavior
3 Credits, 3 Hours

Prerequisite: PSY 103

This course will introduce the full range of human addictions. Students will have an in-depth look at chemical (drugs and alcohol), as well as social addictions such as work, sex, relationships, eating and gambling. A conceptualization of the addictive process across substances, activities and relationships will be explored. Psychodynamic, biological, cognitive, socio-cultural perspectives will be utilized. Etiology, treatment, prevention and recovery will be the focus of this exploration.

Course Descriptions

PSY 206

Social Psychology

3 Credits, 3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

This course introduces the student to the scientific study of how individuals think, feel and behave in social situations. It applies the scientific method of systematic observation, description, and measurement in the study of the human condition. It involves the student with such human issues as personal attraction, love, conformity, aggression, stereotyping, helping others, and the importance of the situation in determining behavior. It also addresses issues of gender roles, discrimination, prejudice, racism, sexism and warfare.

PSY 212

Psychology of Childhood

3 Credits, 3 Hours

Prerequisite: PSY 103

Focuses on the normal human development from conception through late childhood. Current dominant theories, issues, controversies and concepts are examined and applied to integrate the physical, emotional and socio-cultural aspects of development. Special emphasis is placed upon parent-child.

PSY 213

Psychology of Adolescence

3 Credits, 3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

This course focuses upon human development during adolescence. Attention is given to the social, emotional, cognitive and physical factors that confront the individual from early through late adolescence. Psychological theories relating to the special concerns of adolescents will be discussed. Among the specific challenges and problems discussed: identity, independence and rebellion, peer pressures and friendships, sexuality, career choices, family conflicts, emotional and social development, adolescent culture, subculture and alienation.

PSY 222

Abnormal Psychology

3 Credits, 3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

The issues of normality and abnormality, a historical survey of abnormal psychology, causative factors and personality theories concerning abnormal behavior. An in-depth study of the anxiety, somatoform and dissociative disorders, the psychosis, personality and addictive disorders including their etiology, dynamics and diagnostic classifications.

PSY 232

Psychological Disorders in Film

3 Credits, 3 Hours

Prerequisite: PSY 103

This course is designed to explore the human condition both normal and abnormal as portrayed in film. Students are challenged to expand their knowledge of psychological disorders and use the DSM IV as a basic resource for reference to assess abnormal human behavior as dramatized in film.

PSY 235

Adler, Jung, Moreno:

Perspectives on Contemporary Life

3 Credits, 3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

Primary and secondary works by Adler, Jung and Moreno and contemporary theorists extending their concepts are read and discussed in a seminar setting. The implications of their ideas for international, intercultural, inter-religious conflict and cooperation in the present and future are explored and experienced through discussion, dialogue and socio-drama.

PSY 271-273

Psychology Practicum

1-3 Credits, 1-3 Hours

Prerequisite: PSY 103 or permission of the Department Chair

Students in this course are placed in a psychology related position appropriate to their career goals and interests for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific professional setting provide work experience and training under the combined supervision of a member of the professional organization and a College faculty member. This course may be used to satisfy one of the electives required for an AAS or AS liberal arts degree.

RECREATION

REC 205

Community CPR & First Aid

1 Credit, 2 Hours

This course is designed for students to understand and demonstrate the basic steps involved when administering first aid to an injured person. Successful completion of skills and written test will qualify students to be certified in First Aid issued by the Red Cross.

REC 207

CPR for the Professional Rescuer

1 Credit, 2 Hours

The design is to prepare professionals who work with the public, allied health personnel, and many other members of the general public in the procedures of CPR for victims/patients of any age. The course offers American Red Cross Certification upon successful completion of the skills necessary for the primary rescuer at the scene of any emergency.

RELIGIOUS STUDIES

RLS 101

Religions of the World

3 Credits, 3 Hours

This course examines the history, practices and diverse expressions of religion past and present. The many religious traditions studied are examined from the point of view of inner consciousness as well as cultural and social expression.

RLS 115

Pluralism and Diversity in American Religions

(Cross-listed with HIS 115)

3 Credits, 3 Hours

This course is designed to engage the student in the increasingly important issues of pluralism and diversity from the point of view of American religious life. Students explore the multiple and varied relationships between religion, history, tradition, education, family, political life and other cultural manifestations. This course can be used to fulfill the Pluralism and Diversity degree requirement.

RLS 252

Contemporary Jewish Issues

3 Credits, 3 Hours

This course will examine a variety of contemporary Jewish philosophical, ethical, social and political issues including, but not limited to, Jewish medical ethical dilemmas, the new anti-Semitism in America, the question of who is a Jew; the changing roles of women in Judaism and Jewish women in contemporary society.

RUSSIAN

RUS 101

Elementary Russian I

4 Credits, 4 Hours

The objectives of the first semester of a one-year Russian language course include developing skills in listening, speaking, reading and writing, while increasing the active and passive vocabulary. A complete overview of the grammar is provided, as well as an introduction to Russian culture and civilization. Students may also work individually and in small groups with CDs, computer software, and online interactive software.

RUS 102

Elementary Russian II

4 Credits, 4 Hours

Prerequisite: RUS 101 or one-two years of high school Russian

This is a second semester of a one-year course in Russian language focusing on listening, speaking, reading and writing skills while increasing the active and passive vocabulary. A complete overview of the grammar is provided, as well as an introduction to Russian culture. Students may also work individually and in small groups with CDs, computer software, and online interactive software.

RUS 201

Intermediate Russian I

4 Credits, 4 Hours

Prerequisite: RUS 101 and RUS 102 or four years of high school Russian

This is the third semester of a course in Russian language focusing on listening, speaking, reading and writing skills while increasing the active and passive vocabulary. A complete overview of the grammar is provided, as well as an introduction to Russian culture. Students may also work individually and in small groups with CDs, computer software, and online interactive software.

RUS 202

Intermediate Russian II

4 Credits, 4 Hours

Prerequisite: RUS 101, RUS 102 (or two years of high school Russian) and RUS 201

The fourth semester of Russian 202 will include the following: listening, speaking, reading and writing skills while increasing the active and passive vocabulary.

Furthermore emphasis will be put on grammar, as well as on Russian culture. Students also work either individually or in small groups with CDs, computer software, and online interactive software.

SCIENCE

SCI 101

Physical Science

3 Credits, 3 Hours

Prerequisite: MAT 102

This course is an introduction for non-science majors to basic concepts in physics, including motion, thermodynamics, electromagnetism, phenomena. The course emphasizes, through extensive demonstrations, the experimental nature of science.

SCI 102

Biological Science

3 Credits, 3 Hours

Basic biological concepts will be surveyed using the human being as the focal point organism. This course will provide basic information for a healthy lifestyle and knowledge necessary to think critically about controversial biological topics, as well as helping students relate this information to their own lives, so as to understanding its relevance. The course is intended for the non-science student only.

Course Descriptions

SCI 104

Topics of Environmental Pollution 3 Credits, 3 Hours

A survey course in environmental science stressing current ecological problems as they affect the environment. Topics covered include solid waste management, air, water and radiation pollution; and sustainable agriculture. This course is designed to help the student gain the necessary background for understanding environmental problems. Differing viewpoints will be argued, popular and unpopular causes will be debated. The difficulties inherent in making fair, effective laws will be illustrated.

SCI 110

Introduction to Astronomy 3 Credits, 3 Hours

This course is aimed primarily at the science and non-science major and requires no prerequisite knowledge in either mathematics or physics. The course surveys specific areas in the fields of astronomy and is designed to meet the needs of a broad education in science. In addition, the course offers a broad view of astronomy with a sample of known facts, evolving ideas, and frontier discoveries. It covers our solar system, our galaxy, black holes, quasars, supernovas and what lies beyond..

SCI 210

Physical Geography (Cross-listed with GEO 210) 3 Credits, 3 Hours

This course emphasizes the spatial interaction of the elements in the natural environment such as weather and climate, landforms, vegetation and soils. A major focus will be on the spatial interrelationships of these elements and the overall operation of the earth atmosphere energy system.

SCI 211

Prehistoric Archeology (Cross-listed with ANR 211) 3 credits, 3 hours

Spanning a period from five million years ago, this course examines crucial stages of human and cultural development by studying major sites, the life work of key archeologists, central theories of evolution, and critical archeological research methods. Stress is placed on developing a greater awareness of what it means to be human, of the dynamics of culture change, and of the complex inter-relationships among humans, other life forms and the environment.

SCI 214

Science of Musical Instruments 4 Credits, 6 Hours

Prerequisite: MAT 109

This is an introduction to the science of musical instruments. This class will combine theory and experiments on the following topics: vibrations and waves; superposition of waves and resonance; sound waves in air; hearing and speech in humans; sound pressure level and loudness; pitch and timbre; combination of tones and harmony. The physics of string, woodwind, percussion, and electronic musical instruments will also be covered in this course. Lab experiments and hands-on demonstrations are a strong component of the course.

SCI 220

Introduction to Oceanography 3 Credits, 3 Hours

Introduction to Oceanography is for anyone who wishes to learn more about how the oceans of the world function. This course covers the four major areas of oceanography stressing the interactions between each: marine, geology, chemical oceanography, physical oceanography, and marine biology.

SCI 255

Science and Medicine in London 3 Credits, 3 Hours

This course traces the history and development of scientific thought and western medicine from ancient Egypt to the modern era. The scientific contributions of Cavendish, Darwin, Faraday, Franklin, Haley, Kelvin, Lister, Newton, Nightingale, Watson and Crick, Wren and their impact on modern scientific theory will be explored in the museums, architecture, and historic sites in London and its environs.

SCI 273

Science Practicum 3 Credits, 3 Hours

Prerequisite: permission of Department Chair

Students in this course are placed in a science-related position appropriate to their career goals and interests for a specified training program. It is expected that the student will spend at least 135 hours at the internship site. Varied assignments in the specific professional setting provide work experience and training under the combined supervision of a member of the professional organization and a college faculty member. *This course may be used to satisfy one of the electives required for an A.A. or A.S. Liberal Arts, Mathematics and Science degree.*

SOCIOLOGY

SOC 105

Computers in Society

(Cross-listed with CSP 105)

3 Credits, 3 Hours

An introductory hands-on course for students interested in gaining a general understanding of the computer and its effect on society, computer hardware, software and related terminology. The laboratory component of this course introduces the use of Microsoft Word and the Internet in a Windows environment. Students employ the different qualitative and quantitative research methods social scientists use to explore social phenomena from the sociological point of view. Students also examine the role and impact of the computer on vocabulary, health, science and medicine, business and industry, education and recreation. They also explore concerns such as: computer crime, privacy, security and ethics. May be used as a substitute for OFT101 - Information Technology Concepts for Office Technologies Students. *(This course may not be used as a substitute for CSP101 – Introduction to Computers.)*

SOC 144

Foundations of Education

3 Credits, 3 Hours

Prerequisite: ENG 102

This is an introductory course to the field of professional education, examining it from historical, sociological, psychological and philosophical perspectives. Topics include: financing, administration and control of U.S. education, multi-cultural education, professional preparation, certification, curriculum models, legal and moral responsibilities of teachers and societal challenges for educators. Classroom observations and a professional interview are required.

SOC 201

Principles of Sociology

3 Credits, 3 Hours

This course offers a systematic study of human interaction in contemporary society. It examines major social institutions and processes - socialization, the family, sex roles, stratification, deviance and social control, race and ethnicity, and also analyzes the forces, which change or stabilize society. One of the course's main objectives is to increase our understanding of the social environment and of the dynamic interaction between an individual and society. *Honors sections will do further in-depth research and presentations as well as a research paper.*

SOC 203

Marriage and the Family

3 Credits, 3 Hours

This course examines one of the greatest social institutions: the family. We will study various family structures and functions across cultures; relationships of the family to other social institutions; the significance of the family in the process of socialization; contemporary alternatives to the traditional family; and the adaptation of the family to the changing environment. Attention will also be given to the impact of the changing economy upon the modern family as well as other problems facing today.

SOC 210

Criminology

3 Credits, 3 Hours

This course focuses upon the problem of crime and delinquency in the United States. It is the systematic study of different types of crime, including organized white collar and conventional crime. Theories, causation and the relation of crime to personal and social-cultural changes and conditions will be investigated and discussed. Students are encouraged to attend seminars and to go on field trips to corrective institutions and participate in investigative research. Trends, punishment, treatment, rehabilitation and prevention

SOC 212

Sociology of Deviant Behavior

3 Credits, 3 Hours

This course explores the question of what society considers deviant behavior. Topics include predatory acts directed against persons and property (including murder, rape and robbery) and alternative lifestyles in marriage and sexual behavior. Attention is given to the relationship between deviance and conformity in a rapidly changing society.

SOC 230

Contemporary Social Problems in the U.S. and the World

3 Credits, 3 Hours

Prerequisite: SOC 201

“Social Problems in America and the World” will define what social problems are, who gets to define issues as problems, why they arise, and how different groups are affected by them as seen through the major sociological perspectives. The “politics” of solutions to each of these issues will also be analyzed. The course will focus primarily on the United States but will also look at global problems. Some of the topics will be families and work, drugs, prostitution, inequity, violence, health issues, and the environment..

SPANISH

SPA 101

Elementary Spanish I

4 Credits, 4 Hours

First semester of a one-year course in the Spanish language focusing on listening, speaking, reading and writing skills. A complete overview of the grammar is provided, as well as an introduction to Hispanic/Latino culture and civilization. Students may also work individually and in small groups with CDs, computer software, and online sites.

SPA 102

Elementary Spanish II

4 Credits, 4 Hours

Prerequisite: SPA 101 or one-two years of high school Spanish

This is the second semester of a one-year course in the Spanish language focusing on listening, speaking, reading and writing skills. A complete overview of the grammar is provided, as well as an introduction to Hispanic culture and civilization. Students may also work individually with CDs, computer software, and online sites.

SPA 201

Intermediate Spanish I

4 Credits, 4 Hours

Prerequisite: SPA 102 or two-three years of high school Spanish or competency at appropriate level

This course reviews the fundamentals of Spanish grammar, with emphasis on developing proficiency in aural, oral, reading and writing skills. Selected themes, together with cultural essays, literary excerpts and news articles in Spanish, aim to broaden student insight into Hispanic life and civilization.

SPA 202

Intermediate Spanish II

4 Credits, 4 Hours

Prerequisite: SPA 201 or two-three years of high school Spanish or competency at appropriate level

Through selected themes, this course provides exposure to contemporary Spanish and Hispanic-American literature, culture and art, as well as reinforces more advanced and complex grammatical structures.

SPEECH

SPE 101

Fundamentals of Speech

3 Credits, 3 Hours

SPE 101 has the fundamental aim of teaching students to speak clearly, effectively, substantively and with purpose for a given audience. Each student will compose and deliver a variety of speeches such as to inform, to persuade, to actuate, to demonstrate, and each will learn the underlying skills like choosing a topic, researching a topic, organizing material into an effective speech, and using the voice and body to communicate effectively. The student will also learn the principle of group discussions and take part in a group project.

SPE 103

Experience in Speech Communication for International Students

3 Credits, 3 Hours

This course is designed to help the ESL student communicate more effectively in English. The course will include elements of listening, presentation, interpersonal communication, public speaking, voice and speech improvement, non-verbal communication, group discussion and interviewing skills. Enrollment is limited to international students.

SPE 104

Voice and Diction for International Students

3 Credits, 3 Hours

The object of this course is to help international students improve their voice and articulation ability since oral communication is a primary requirement for success in this society. This course provides an opportunity for our international students to master their skills. Training in general American speech for international students is designed to minimize first-language influence upon English pronunciation. Also, exercises in breath control and correct voice production to improve vocal quality, range, rate, and power are included. Each student receives individual attention.

SPE 109

Interpersonal/Intercultural Communication

3 Credits, 3 Hours

Prerequisite: There is no prerequisite for native speakers, however international students must place at the advanced ESL level or better. This course is designed to develop a student's sensitivity to the understanding of communication needs of people from different cultures. The classroom will serve as a laboratory in which international and native-born students will engage in interpersonal communication.

SPE 110

Interpersonal Communication

1 Credit, 1 Hour

This course examines the crucial elements affecting direct, face-to-face communication. Awareness of and sensitivity to one's self and to others are seen as determinants of how and why we speak and listen to one another. So too, interpersonal communication skills are vital and necessary tools in forging and maintaining personal relationships, as well as contributing to effectiveness in the workplace and in the community. As America diversifies and participates in the global marketplace, excellent communication skills are increasingly important for professional careers in any field as well as for a more fulfilling life.

SPE 111

Listening

1 Credit, 1 Hour

Listening is a basic and necessary skill within the communication process. Nevertheless, effective listening is a learned behavior. Skillful listening is needed in professional, personal, cross-cultural, and educational environments. It also should be noted that there are specific listening behaviors that are often unique to the aforementioned environments. This relationship will also be explored and examined in this course. Ultimately, the student will study, analyze, evaluate, and apply the strategies for effective listening, resulting in an increased comprehension of the techniques needed for effective listening.

SPE 112**Interviewing****1 Credit, 1 Hour**

This course reflects the growing sophistication with which interviewing is being approached. It will deal with the most common form of purposeful planned communication, namely the interview. It is the study of the principles and techniques used in the various forms of interviewing in the public, professional, organizational and governmental settings. Students will be introduced to the basic skills applicable to all interviews and to specific skills needed in specialized settings. This course is designed for a five-week format.

SPE 201**Small Group Communication****3 Credits, 3 Hours**

Prerequisite: SPE 101, OTA major or permission of the Department Chair

An analysis of a participation in the various forms of small group communication: symposium, panel discussion, case conference and colloquium, and interviewing. The classroom, the media and the community will be used as outlets for projects.

SPE 203**Power, Persuasion and Propaganda****3 Credits, 3 Hours**

Students will study the art and science of persuasion as well as the role of power in influencing public opinion. In examining the theory and practice of persuasion, students will learn to distinguish between legitimate persuasive strategies and propaganda techniques. The class will examine persuasive techniques in a variety of settings including advertising, marketing and political campaigns. In-class debates and other activities will be used to develop students' persuasive skills. This course is recommended for pre-law students.

SPE 204**Debate Fundamentals****3 Credits, 3 Hours**

Prerequisite: Placement into ENG 101

Learn the fundamental concepts and skills of academic debate utilizing the Public Forum Debate League style of debate. Students will study and practice effective advocacy by creating and defending compelling cases, developing effective delivery skills, engaging in practical reasoning, and effective refutation of opposing positions. Students will participate in classroom debates and may compete in Public Forum Debate League tournaments. Recommended for pre-law students.

SPE 205**Performance Reading****3 Credits, 3 Hours**

Students will be introduced to the art of reading literature aloud. Selection, adaptation, analysis and performance of fiction, poetry, drama and prose for a variety of audiences, (children, adults, senior citizen's, news reports, ect.), will be undertaken by individuals and groups. Students may participate in a Readers Theater Production of literature.

SPE 206**Voice and Diction for Professional Development****3 Credits, 3 Hours**

Training in general American speech, designed to minimize local and non-standard elements. Exercises in breath control and correct voice quality, range and power are provided. Each student receives individual attention at every session.

SPE 210**Introduction to Speech and Language Therapy****3 Credits, 3 Hours**

This course is designed to introduce the community college student to the theories, processes, problems and therapeutic interventions of speech and language. Acquisition of language and the development of phonology, morphology, semantics and syntax will be covered. Obstacles to communication posed by functional and organic pathology will also be examined.

SPE 211**Intro to Speech and Language Development****3 Credits, 3 Hours**

This course explores the normal acquisition and development of speech and language of children, with the focus on content, form and use. Specific influences on communication of the child will include the role of the environment, cognitive and emotional development, neurological state, health, play, and personal differences. Understanding of speech and language acquisition and development will be examined through direct observation, audio/visual tapes, readings, lectures and discussions.

SPE 212**Speech for the Classroom Teacher****3 Credits, 3 Hours**

This course will explore the role of communication in the classroom. Areas to be covered include characteristics of the classroom communication process; elements of interpersonal communication; listening skills; non-verbal communication; techniques for selecting and implementing teaching strategies and communication barriers. Theory, participation and performance are required. This course is intended for both the novice and the teaching professional.

Course Descriptions

SPE 216

Free Speech: Theories and Controversies

3 Credits, 3 Hours

When are words dangerous? What should we be allowed to say? These are some of the questions we will attempt to answer while exploring the major theories concerning speech and society. We will also consider whether these perspectives can help solve contemporary controversies such as racist and sexist speech, obscenity and the censorship.

SPE 223

Diversity in American Speech and Language

(Cross-listed with PDA 223)

3 Credits, 3 Hours

This course is a general introduction to pluralism and diversity in American speech communication. We don't always communicate in the same way. Our accents, word choice and communication strategies are often influenced by factors such as our racial, religious, ethnic, sexual and religious identities. As a result, people in the U.S. speak many varieties of English (and other languages). This course will examine a number of culturally distinct "speech communities" and unpack the cultural logic of their speech. This course will also examine the politics and practicality of imposing a standard form of English in the United States. No speeches are required in this course. *Honors sections will do further in-depth research and presentations as well as a research paper.*

SPE 271

Intercultural Conversation: Training and Practicum

1 Credits, 1 Hour

Native English speakers can earn one college credit while assisting international students as speech tutors. Tutors will learn and apply techniques needed to facilitate conversation groups that will help second-language students deal with the intricacies of spoken English. After orientation sessions, tutors will be assigned a conversation group of three to five students with whom he/she will work for one hour each week. Faculty supervision and support will be provided.

SPE 273

Speech/Debate Practicum

3 Credits, 3 Hours

Prerequisite: Permission of the Department Chair

This practicum offers hands-on experience in speech or debate. The course includes advanced study of theory as well as participation in tournaments (both on and off campus).

SPE 890

Conversation Module

0 Credit, 1 Hour

The primary goal of SPE 104 is to enable second language students to speak English clearly, spontaneously and naturally. To achieve this goal more completely and quickly, the fourth hour for conversation SPE 890, has been added to SPE 104. Student will be assigned to clusters of three to five, facilitated by native speaking tutor and supervised by the classroom instructor. Groups will engage in directed and free conversation for one hour each week.

Transfer and Articulation

Students intending to transfer should meet with a faculty advisor early in their Rockland careers. They are well advised to pursue the AA or AS degree. Though the AAS degree is intended for students who are preparing for an immediate entry into a technical field, it may be appropriate at times as a transfer degree to certain types of specialized baccalaureate programs. It is important to note that additional credit hours may be required of an AAS degree graduate who later decides to pursue a Bachelor of Arts or Bachelor of Science degree. Since some transfer institutions require, for example, specific laboratory science and/or specific mathematics courses, it is useful for students to consult the catalog and contact the admissions office of the four-year college to which they intend to transfer.

The College has established articulation agreements with a number of public and private four-year colleges. These agreements stipulate certain requirements students must meet while attending SUNY Rockland in order to guarantee junior status in the major of their choice upon graduation and transfer. Students should contact the Student Development Center for full information. SUNY Rockland currently has articulation agreements with these institutions:

SUNY Schools

- Albany
- Binghamton
- Brockport
- Cobleskill
- College of Environmental Science and Forestry
- Cortland
- Empire State College
- New Paltz
- Oswego
- Purchase
- Stony Brook

CUNY Schools

- John Jay College of Criminal Justice
- Lehman College

Other Schools

- Berkeley College
- Chamberlain University
- College of New Rochelle
- Cornell University
- Dominican College
- Franklin University
- Iona College
- Kaplan University
- Laboratory Institute of Merchandising
- Manhattanville College
- Massachusetts College of Liberal Arts
- Mercy College
- Mount Saint Mary College

- New Jersey Institute of Technology
- New York Institute of Technology
- New York University
- Nichols College
- Nyack School of Adult and eLearning
- Pace University
- Paul Smith's College
- Ramapo College of New Jersey
- St. John's University
- St. Thomas Aquinas College
- University of Phoenix
- University of Maryland University College
- University of New Haven

SUNY Rockland is continuously negotiating new agreements. Visit the Student Development Center for the latest information.

An opportunity to continue full-time study at a four-year SUNY college is guaranteed to all New York State residents who transfer directly from SUNY Rockland Community College with an Associate in Arts (AA) or Associate in Science (AS) degree. Although this program assures admission to a four-year SUNY college, it does not assure admission to a specific campus or curriculum. In addition, students planning to transfer to a SUNY college should be aware of the SUNY General Education requirement. Students should begin to plan their course of study, with their advisors, during their first semester at SUNY Rockland. For information on this and other transfer agreements, call the Student Development Center at (845) 574-4307.

University Centers

Upper Division and Graduate Offerings at SUNY Rockland:

Mercy College offers, on SUNY Rockland's campus, upper division (junior and senior) courses in Nursing leading to a baccalaureate degree. Contact Mercy College, (845) 674-7867 for further information.

SUNY Purchase offers upper division (junior and senior) courses on SUNY Rockland's campus leading to a baccalaureate degree in Liberal Studies, Liberal Studies: Communications/Media Studies and Liberal Studies: Legal Studies. Students are required to complete a capstone course in their senior year at Purchase's Westchester campus. Consult SUNY Rockland's current semester schedule for upper division courses or contact Purchase College's School of Liberal Studies by visiting their website at: www.purchase.edu/ce/purchase_at_rcc.asp or call (914) 251-6500.

The College of New Rochelle offers a graduate degree program in Early Childhood/Special Education. This program may not form another cohort as it is experimental. For information contact the site coordinator for sponsored programs at (845) 574-4482.

SUNY Rockland Community College is continually updating and expanding agreements with other colleges and universities to provide the best possible educational opportunities. These are listed in the schedule of courses as they are developed and made available.

The College Website

The SUNY Rockland Community College Website: www.sunyrockland.edu offers a wealth of information about the College and is readily accessible from your home computer. On campus, computer access and usage is available in several locations.

Students at SUNY Rockland receive access to the SUNY RCC network, including e-mail accounts, ANGEL and WebAdvisor (see below). The College expects students to adhere to the “SUNY Rockland Community College Computer Usage Code of Conduct” located in the student handbook on the College Website: www.sunyrockland.edu under the Current Students section.

Student e-mail Accounts/WebAdvisor

All current students are given a [sunyrockland.edu](http://www.sunyrockland.edu) e-mail account through which they can access WebAdvisor. This site enables students to check their student profile and account, their academic progress and grades, and to register online. The College communicates regularly with students via e-mail; students are advised to check their SUNY Rockland e-mail accounts for important information sent from various offices throughout the academic year.

Open Computer Labs

The College provides an open computer lab for individual students use on the second floor of the Technology Center. This lab accommodates 88 workstations, both PCs and MACs.

Technology-Enhanced Classrooms

Students are likely to have classes in one of the many technology enhanced classrooms on campus. Some classes are held in workstation-equipped classrooms in the academic buildings while other are equipped with videoconferencing equipment.

ANGEL

Many faculty members use the course management system ANGEL™ for web-enhanced, hybrid and online classes. In a hybrid or online course, the instructor and students are connected to each other through a computer network. Using the Internet, you receive instruction, compose and submit assignments, ask questions of the instructor and other students, discuss issues and actively participate in the class all from your home, your office, the nearest campus computer lab or any place you have access to the Internet.

Online and Hybrid Courses

Each semester, some courses are offered online, while others may use a hybrid format. Hybrid courses require that students attend in-class sessions for half of the class meeting time; the remainder of the work is completed online, through a course management system such as ANGEL™. Students should check the course schedule for a given semester to determine which courses are offered in either of these formats.

Academic Standards

The Office of Academic Intervention will enforce the academic standing policy and will notify and provide mandatory supportive counseling and support to students who are not in good standing to help them improve their academic performance. Students placed on Academic Probation are required to meet with the Coordinator of Academic Intervention in room 8247 on the second floor of the Technology Center, (845) 574-4357. Students who are on probation will be limited to 14 or fewer credits for the following semester. Students may appeal this credit limitation to the Coordinator of Academic Intervention or a designee.

Maintaining “Good Academic Standing”

A student must maintain a cumulative GPA of at least 2.0 to maintain good academic standing. A student must have a cumulative GPA of 2.0 to graduate from SUNY Rockland.

Academic Warning and Probation

A student who has enrolled for less than 12 credits and whose semester cumulative grade point average (GPA) falls below 2.0 is issued an academic warning and receives a letter from the College suggesting possible academic remedies. Students who have taken 12-29 credits will be placed on Academic Probation if their cumulative GPA falls below 2.0 irrespective of the semester GPA. Students who have taken 30 or more credits will be placed on academic probation if their cumulative GPA is below 1.5 and their semester GPA is 2.0 or better.

Academic Dismissal

Students who have taken 30 or more credits will be academically dismissed if their cumulative GPA is below 1.5 and their semester GPA is less than 2.0. They may appeal in writing for a Waiver of Academic Dismissal to the Coordinator of Academic Intervention. A waiver will be granted only once. Students granted a waiver remain on Academic Probation. If a waiver is not granted, dismissed students will not be permitted to re-enroll until two semesters have elapsed (not including Winter or Summer sessions) and only after the Coordinator of Academic Intervention has interviewed them and approved a plan of study.

Academic Standing Table

Cumulative GPA	Semester GPA	Credits Attempted	Status
2.0 or better	2.0 or better	Any	Good standing
2.0 or better	Less than 2.0	Any	Warning
Less than 2.0	Any	Less than 12	Warning
1.99-1.50	Any	12 or more	Probation
1.49-0	Any	12 or more and less than 30	Probation
1.49-0	2.0 or better	30 or more	Probation
1.49-0	Less than 2.0	30 or more	Dismissal

Academic Forgiveness Policy

Academic forgiveness is a policy designed for a student with a history of poor grades who either wants to change to a new degree/certificate program or, having been away from SUNY Rockland for at least three years, wants to resume his/her original plan of study. Additional restrictions apply to a student who wishes to return to the Nursing Program.

An eligible student will have his/her cumulative GPA recomputed by excluding final grades earned in courses taken at SUNY Rockland that are not explicitly required in the students' intended degree or certificate program. A student may apply for this opportunity in the Records Office at any time during his/her career. However, academic forgiveness will be awarded only once. The decision to grant academic forgiveness will be made by the Registrar.

Academic forgiveness means:

- Grades of D or F can be omitted from the recalculation of the cumulative GPA until the cumulative GPA is 2.0 or the smallest possible number above 2.0 at the time of re-entry or program change. Grades that are forgiven will not count towards graduation requirements.
- Courses and grades omitted from the recalculation will be identified on the transcript.

To be eligible for academic forgiveness, a student must meet all of the following criteria:

- Be matriculated in a registered degree or certificate program at SUNY Rockland.
- Have changed degree/certificate program or have been out of SUNY Rockland for at least three academic years.
- Have a cumulative grade point average below 2.0 at the time of re-entry or program change.
- Complete a minimum of 12 credits with a C or better in each subsequent course following the application.
- Demonstrate that a new degree/certificate program is being pursued if a change in degree/certificate program is being used as a basis for the forgiveness request. Return to the original program would result in the re-instatement of the forgiven courses into the cumulative GPA.
- Acknowledge in writing the restrictions of this policy.
- Not have received a degree from SUNY Rockland.

Academic Honesty

SUNY Rockland fosters an academic community; students and faculty work together to create a learning experience that impacts knowledge and forms character. To achieve this, SUNY Rockland adheres to a standard of academic honesty that instructs students to honor their colleagues by producing work based on their own capabilities so fellow students receive equal consideration in the eyes of their professors. Honest work on the computer or in writing is important in the development of academic character. SUNY Rockland desires each student to finish each course, each program, with a developed sense of self and a pride in the integrity of his/her own work toward his/her own level of achievement.

Academic dishonesty includes, but is not limited to the following:

- a. Cheating on examinations.
- b. Plagiarism, i.e., the use of words or ideas of others, whether borrowed, purchased or otherwise obtained, without creating a source.
- c. Submitting work previously presented in another course.
- d. Willingly collaborating with others in any of the above actions, which result(s) in work being submitted, which is not the student's own.
- e. Stealing examinations, falsifying academic records and other such offenses.

If the instructor deems that a student is guilty of cheating or plagiarism, the instructor may initiate disciplinary action through the Dean of Student Development and/or can:

- a. Require that the student repeat the assignment or the examination.
- b. Give the student a failing grade for the assignment or examination.
- c. Give the student a failing grade in the course and deny the student continued access to the class.
- d. The instructor should advise the Dean of Student Development, in writing, of any of these actions. If the instructor initiates a grievance through the Dean of Student Development, the instructor must provide written notification to the Dean of Student Development.

If the student wishes to appeal the above decision, he/she may request in writing a hearing before the Hearing Committee.

College Student Code of Conduct

Student's rights are basic to the freedom to learn and must be based on mutual respect and responsibility. In addition, when a student enrolls at Rockland Community College, he/she agrees to abide by all College regulations. Therefore, violations of any rule of the following Code of Conduct will result in appropriate disciplinary action. The Student Code of Conduct as set forth below applies to all students and student organizations of Rockland Community College. The Code of Conduct primarily prohibits misconduct on College premises and off College premises in relation to College-sponsored activities, such as field trips, internships, sporting events, or exercising privileges granted to RCC students. The Vice President of Student Development, Dean of Student Personnel Services, or designee, may address and take disciplinary action based on conduct occurring off campus when the behavior or the presence of the individual, in the College's sole judgment, adversely affects the campus community, damages the reputation of the institution, or impairs, obstructs, or interferes with the interests and/or mission, processes, or functions of Rockland Community College.

Students are subject to this Code of Conduct during academic terms for which they are enrolled, and, under certain circumstances, during breaks between terms, during College holidays and vacations, and during periods of suspension. If a student breaks a law that also violates the Code, that student may be held accountable by both civil authorities and the College. The College may, at its sole discretion, elect to pursue disciplinary action against the student at the same time as criminal proceedings, even if criminal charges involving the same incident are not complete, have been dismissed, or were reduced.

The Student Code of Conduct is located in the Student Handbook and can be found on the College website at www.sunyrockland.edu under Student Code of Conduct.

Alcohol and Other Drugs

Federal Drug-Free Schools and Communities Act of 1989 (Public Law 101-226)

SUNY Rockland Community College is committed to an educational environment free of illegal drug use and abuse of alcohol. In order to receive federal funds, the College must certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students. The Alcohol and Substance Abuse Prevention Services Coordinator is located in the Office of Student Development and is available to provide information and assistance at (845)574-4300. Additionally, the Student Handbook further defines the policies of the College as well as related disciplinary actions.

Change of Name/Address

A student who changes name or address must present proof of the change along with photo identification to the Records Office.

Computer Usage

SUNY Rockland Community College has established a Computer Usage Code of Conduct that is published in the Student Handbook. Access to computing facilities and networks is granted subject to local, state and federal laws; College policy; and SUNYNET acceptable usage policies. All students, faculty and staff are expected to familiarize themselves with and adhere to this Code of Conduct.

Disclosure Information

Federal and state laws require SUNY Rockland Community College to provide information on personal safety, sexual assault, forcible and non-forcible rape, sexual harassment, alcohol and illegal drugs and campus crime statistics and procedures. This information is published in the Student Handbook and other brochures available in the Student Development Center, and the Public Safety Office. Students seeking further information may contact the Director of Public Safety, (845) 574-4458.

Identification

ID cards are required for identification purposes and for a variety of services on campus. They are available through Public Safety on the first floor of the Technology Center. Student ID cards must be presented when requested by a College official.

Immunization

New York State Public Health Law 2165 requires all College students born on or after January 1, 1957, and enrolled in six or more credits to demonstrate proof of immunity against measles, mumps and rubella. Students who have not submitted proof of compliance with the law within thirty days of the start of the semester will be withdrawn, without refund, from all classes. For further information, contact the Records Office at (845) 574-4030.

Parking/Registration of Vehicles

Student vehicles must be registered with the Office of Public Safety. Students may park only in areas designated for student parking. Students with state-issued handicapped parking plates or town-issued permits may park in handicapped spaces in any parking lot. Disabled students or students with temporary medical problems can request a temporary county-issued permit with appropriate medical documentation. Contact the Office of Disability Services, (845) 574-4312 or (845) 574-4541.

Restrictions

Some financial delinquencies and disciplinary actions may result in restrictions. Unpaid library or parking fines, returned checks, Manley Loan non-payment, open financial aid promissory notes, tuition default, disciplinary action or incomplete admission files may result in the denial of registration for classes and access to educational records.

Sexual Assault

Sexual assault is a crime in New York State and violates the SUNY Rockland Code of Conduct. Forced sexual contact against the will of another is considered sexual assault. Refer to the Student Handbook, which can be obtained from the Office of Student Involvement for reporting procedures, precautions, and sanctions.

Policy on Sexual Harassment

SUNY Rockland Community College is committed to providing an environment that respects and encourages the development and growth of all students, staff and faculty. Harassment of employees or students violates an individual's rights and is inconsistent with the College policies of equal employment and academic opportunity without regard to age, sex, sexual orientation, alienage or citizenship, religion, race, color, national or ethnic origin, disability, veteran, or marital status. Sexual harassment is illegal under Federal, State and County Laws and will not be tolerated by the College.

Definition of Sexual Harassment:

1. Sexual harassment is defined as unwelcome sexual advances, request for sexual favors and other verbal or written communications or physical conduct of a sexual nature when:
 - a) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing; or
 - b) Submission to or rejection of such conduct by an individual is used as a basis for employment or academic decision affecting such individual; or
 - c) Such conduct has the purpose or effect of interfering with an individual's work or academic performance or creating an intimidating, hostile, or abusive work or academic environment.
2. Sexual harassment refers to behavior that is not welcome, that is personally offensive, that fails to respect the rights of others, that lowers morale, or creates an intimidating, hostile or otherwise offensive work or academic environment. This conduct includes:
 - a) Unwanted physical contact including sexual flirtations, touching, advances, or propositions;
 - b) Verbal harassment such as lewd comments, jokes, or offensive personal references, innuendoes, sexual propositions, threats and demeaning, insulting, intimidating, or suggestive comments about an individual's personal appearance;
 - c) Non-verbal harassment such as suggestive or insulting sounds, leering, whistling, obscene gestures, graphic commentaries, or the display in the workplace of demeaning, insulting, intimidating, or sexually suggestive objects, pictures, or photographs;
 - d) Demeaning, insulting, intimidating, or sexually suggestive written, recorded, or electronically transmitted messages.
3. Sexual harassment can occur between individuals of different sexes or of the same sex.

4. Consensual relationships between a faculty member and student, or persons in supervisory-subordinated positions, are strongly discouraged. They give rise to legal concerns as well as ethical concerns. SUNY Rockland Community College strongly discourages consenting romantic or sexual relationships between members of the College community when one person has power or authority over the other. The College considers such power relationships to be improper. Where such a power differential exists, if a charge of sexual harassment is brought, the defense of mutual consent will be difficult to prove.

5. The academic or work relationship between parties extends at times beyond the physical College site and beyond College work hours. Therefore, evidence of harassment can include, but is not limited to, conduct at offsite or after-hours functions and events under the aegis of the College.

Any of the above conduct, or other offensive conduct directed at individuals because of their age, sexual orientation, alienage or citizenship, religion, race, color, national or ethnic origin, disability and veteran or marital status is also prohibited.

The Complaint Process

Any member of the College community who witnesses or who has been subjected to actions or words constituting harassment is encouraged to report the situation to the Director of Organizational and Staff Development as soon as possible. All complaints will be investigated promptly and in as impartial and confidential manner as possible. All members of the College community are required to cooperate in any investigation of a harassment complaint. A timely resolution of each complaint will be reached and communicated to the parties.

Employees and students are encouraged to notify the alleged harasser that the behavior in question is offensive and unwelcome. However, failure to do so will not preclude filing a complaint. In addition, by utilizing the College's complaint process, the complainant does not lose the right to file a complaint with any outside enforcement agencies.

The Director of Organizational and Staff Development or designee will investigate all complaints. Every effort will be made to respect the confidentiality of all persons involved, consistent with the officer's duty to investigate and resolve such complaints under Federal and State regulations. An attempt will be made to resolve the complaint on an informal basis. If the matter cannot be resolved on an informal basis, the complainant will be encouraged to file a formal complaint. A copy of the complaint will be provided to the person against whom the complaint is being made. The Director of Organizational and Staff Development or designee will notify the President of the complaint and conduct a prompt and impartial investigation. The Director of Organizational and Staff Development or designee will endeavor, whenever possible, to report the results of the investigation, including the response of the person against whom the complaint is made, to the President within 45 working days of receipt of the formal complaint. The Director of Organizational and Staff Development will notify the parties of the action to be taken.

Any attempt at retaliation or threat of retaliation against any person exercising the right to make a formal or informal complaint, or to testify or offer evidence connected with a complaint is a violation of this policy.

Sanctions

There is a range of corrective actions and penalties available to the College for violations of this policy. Such penalties might range from oral reprimand to termination or dismissal. If a suspension or termination of an employee is contemplated, the contractual provisions of the various collective bargaining groups shall apply.

Campus Crime Statistics/Campus Security

SUNY Rockland Community College is committed to providing students a safe environment in which to learn and to keep students, parents and employees well informed about campus security. As required by the Crime Awareness and Campus Security Act of 1990, the College prepares a campus security report that identifies alleged criminal offenses reported to campus security authorities or local police agencies that have occurred on campus and in certain off campus buildings or properties owned or controlled by the College. The Campus Personal Safety Committee will provide upon request all campus crime statistics as reported to the United States Department of Education pursuant to the Campus Security Act. You may review the campus crime statistics for the College by visiting the Department of Education website at www.ope.edu.gov/security. To obtain a hard copy of the campus crime statistics and additional related information, please contact the Director of Public Safety at (845) 574-4362.

Smoking Policy

As an institution of higher education, SUNY Rockland Community College recognizes its responsibility to provide education to our students on matters of good health. Consequently, upon the recommendation of the RCC Faculty Senate and the RCC Student Government Association, effective September 1, 2009, the entire campus environment was designated as Smoke-Free to thereby provide a healthier environment for the College community. Effective September 1, 2009, smoking is prohibited in all buildings and all grounds of Rockland Community College.

Prohibition Against Discrimination and Harassment

It is the policy of SUNY Rockland Community College not to discriminate on basis of age, alienage, color, creed, disability, gender/sex, marital status, national origin, prior non-job related record of conviction, race, religion, sexual orientation or veteran status in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Student Grievances

Students with complaints about any aspect of the College may contact the Vice President of Student Development at (845) 574-4206. For complete information on institutional policy and procedures, students should consult the Student Handbook.

Attendance and Religious Absences

Regular attendance is essential for successful study. Specific attendance regulations are established by individual instructors and are presented to students at the beginning of the semester. A poor attendance record can result in failing a course, receiving a lower grade or jeopardizing financial aid eligibility. Please note that failure to attend cannot be used as a basis for tuition refunds.

Section 224-a, Paragraph 6a of the New York State Education Law regarding absences from class due to religious observance states that "... each student who is absent from school, because of his religious beliefs, must be given an equivalent opportunity to make up any examination, study or work requirements which he or she may have missed because of such an absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity."

Academic Honors

President's Award

The President's Award recognizes students who have achieved a 4.0 GPA and have completed a minimum of 30 credits at SUNY Rockland Community College.

Dean's List

Both full and part-time students are eligible for the Dean's List. All courses and grades used in the Dean's List calculations must have been completed at SUNY Rockland. For purposes of calculating the Dean's List, physical education or credit equivalent courses are not included in the definition of full-time student or credit equivalent semesters and are not included in the GPA calculation.

Full-time students must complete 12 or more credits in a semester with a semester grade point average of 3.25 or higher.

Part-time students must have a grade point average of 3.25 or higher for each full-time equivalent semester of study. For Dean's List purposes, a full-time equivalent semester is based on a minimum of 12 consecutive credits. Once a Dean's List notation is given, a new set of calculations is started for the next full-time equivalent semester.

In all cases, students will not be eligible for the Dean's List if they have "I" (Incomplete) grades or grades lower than C in their full-time or full-time equivalent semester. Once grades have been finalized, students with I grades may qualify. The phrase "Dean's List" will appear on the transcript.

Honor Societies:

Phi Sigma Omicron

Membership in Phi Sigma Omicron, an academic honor society, is an academic honor given by the College. To be eligible, a student must have completed at least 28 credits (excludes physical education and credit equivalents) at SUNY Rockland with a minimum grade point average of 3.25 and have no outstanding I (Incomplete) grades or grades lower than C.

Alpha Beta Gamma

Alpha Beta Gamma is an international business honor society for students who have completed 15 credits, have earned a 3.0 grade point average, both overall and in business courses, and are pursuing a degree in business (including Office Technologies and Hospitality and Tourism). Student members are eligible for several business scholarships and are recognized at an annual ceremony.

Phi Theta Kappa

Phi Theta Kappa is the international honor society of two-year colleges. Membership is extended by invitation only. To be eligible, students must have completed at least 12 credits and have a grade point average above 3.6 with no outstanding I grades.

Confidentiality of and Access to Student Records

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the Registrar written requests that identify the record(s) they wish to inspect. The Registrar or designee will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, the Registrar shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes is inaccurate.

Students may ask the College to amend a record that they believe is inaccurate. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the College may disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

The College may disclose directory information at the discretion of the Registrar or designated official without the student's consent. Directory information at SUNY Rockland Community College includes: name, address, telephone listing, e-mail address, date of attendance, field of study, degrees awarded and dates of degrees, honors and awards, likeness, full or part-time status, sports participation including height, weight, age and previous schools attended.

Students who do not wish to have directory information released must notify the Records Office by filing a Request to Prevent Disclosure of Directory Information form within 14 days of the start of the semester. These forms are available in the Records Office. Students should consider very carefully the consequences of any decision to withhold directory information. Once applied for, the Request to Prevent Disclosure of Directory Information remains in effect until revoked in writing by the student. Additional details about this process are listed on the form.

The student has a right to file a complaint with the U.S. Department of Education concerning alleged failures by SUNY Rockland Community College to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education,
400 Maryland Avenue, SW, Washington, DC 20202-4605

Degree Requirements

Completion of an Associate degree program requires a minimum of 60 credits exclusive of physical education courses and credit equivalents with a minimum cumulative grade point average of 2.0. In addition, documentation must be provided showing that the applicant has received a high school diploma or its equivalent before the degree will be conferred.

Successful completion of MAT 065, Mathematics Skills, is a graduation requirement for all students whose entering math placement is MAT 065 regardless of whether the degree or certificate requires math. Students who place into pre-ENG 101, English Skills courses must complete those courses before a degree or certificate can be awarded. This applies regardless of whether the degree or certificate requires English.

Three credits in Physical Education are required. A waiver from this requirement may be requested, for medical or personal reasons, from the Coordinator of the Physical Education program. Students seeking a medical waiver must present a doctor's statement indicating why such a waiver might be appropriate.

Dual Degree Policy

A student may earn more than one degree at SUNY Rockland subject to the following restrictions:

- A minimum of 20 academic credits from any Associate degree and 10 academic credits for any Certificate must be credits that have not been applied to any previously or currently awarded degree.
- A student may earn not more than one degree from any single curriculum grouping listed below:
 1. AS Environmental Science
 - AA Liberal Arts / Humanities, Social Science
 - AA Liberal Arts / Math, Science
 - AS Liberal Arts / Math, Science
 - AS Liberal Arts / Adolescence Education
 - AS Liberal Arts / Childhood Education
 - AS Liberal Arts / Early Childhood Education
 - AA Liberal Arts / Speech Communication Studies
 2. AAS Business – Accounting
 - AAS Business – Administration
 - AS Business – Administration
 - AAS Business – Entrepreneurship
 - AS Business – Entrepreneurship
 - AAS Business – Marketing
 - AAS Business – Office Technologies
 3. AS Computer Studies – Computer Information Systems
 - AAS Computer Studies – Computer Support Services
 4. AS Fine Arts
 - AAS Graphic Design
 - AS Photography

As other degrees are approved, this list will be updated. All students, regardless of date of admissions, are responsible for obtaining the most current list. Go to the Academic Affairs College Policies page at www.sunrockland.edu for most up-to-date list.

Please note: This policy does not have any impact on the number or content of SUNY Rockland Community College degree sheets.

Program Graduation Requirements

The program requirements published in this Catalog are accurate at the time of publication. The most up-to-date requirements for each program are published annually in the form of a Degree Sheet. While students are well advised to follow the most recent Degree Sheet, students are permitted to graduate under the program requirements of any Degree Sheet published since the student started at the College; however, no student is permitted to graduate using a Degree Sheet that is more than five (5) years old. A student must have successfully completed at least one course in order for the five-year period to begin. A part-time student who spends more than five years at the College should work closely with an academic advisor or a counselor in the Student Development Center to be certain that all graduation requirements are met.

Overspecialization Policy

Students pursuing a degree in liberal arts and sciences are permitted to apply no more than 16 credit hours in any one discipline (for example: BIO, ENG or POL) toward a degree. Transfer students, or students changing degree programs, may not apply more than 16 credit hours in any one discipline toward a degree in liberal arts and sciences. ENG 101 and ENG 102 are not included in the total English discipline credit count.

Graduation and Filing for a Degree

Degrees are conferred three times each year in December, May and August. Commencement exercises are held at the conclusion of the spring semester and all eligible students are urged to attend.

The Application for Degree must be submitted to the Records Office by the deadlines listed in the Schedule of Classes. If there are unmet degree requirements, the degree application may not be approved.

Students are charged a non-refundable fee of \$30 upon applying for graduation. Students applying for more than one degree are charged an additional \$20 per degree. Although the fee is non-refundable, students who fail to graduate will not be charged an additional fee if they subsequently re-apply for the same degree.

CREDITS:

Credit Definitions

Courses at SUNY Rockland are measured in semester credit hours.

Physical Education Credit

Credit granted for Physical Education courses counts towards credits completed but are not used in GPA calculations.

Attempted Credits

Attempted Credits include all credits except: developmental credit equivalents, Physical Education credits or courses in which students receive grades of W, NA, AU, X.

Credit Equivalents

ESL courses, pre-ENG 101, pre-MAT 101 courses and other reinforcement modules are credit equivalents and are not included in GPA calculations. These credits count toward full-time status for the semester and for tuition purposes, but do not count toward degree or certificate requirements.

Credit Load

Students enrolled for 12 or more credits (or credit equivalents) are considered full-time. Students enrolled for fewer than 12 credits (or credit equivalents) are part-time. A typical full-time credit-hour load for a semester is 15-16 credit hours. However, students may register for up to 18 credits (or credit equivalents). If students wish to enroll for more than 18 credits, they must have written approval from an advisor in the Student Development Center. For Summer sessions or Wintersession, the limits are as follows:

Course Length Maximum Number of Credits

3 or 4 weeks, 4 credits

5 weeks, 7 credits

8 weeks, 9 credits

No more than 12 total credits may be taken in the combined Summer sessions without an advisor's approval. For Wintersession, students may not register for more than 4 credits.

Drop/Add

Students changing courses and sections must officially do so by the published deadlines in the manner outlined each semester in the Schedule of Classes. Dropping a course does not automatically result in a refund. See "Refund Policy" in the section on Tuition and Fees in this catalog.

GRADES:

Grading Policy

Grades are assigned by the instructor as an evaluation of the level of achievement in a course:

Grade	Quality Points Per Credit
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0.0
NA	0.0
I	0.0
P	0.0
MP	0.0

Students may elect to receive grades of:

AU	0.0
W	0.0

The College may administratively assign grades of:

W	0.0
X	0.0

P/F: Pass/Fail

- Students should consult with an academic advisor or the instructor since many degree programs, particularly in the Health Sciences or English Composition, do not permit students to select the P/F option for certain required courses.
- A student may elect to utilize the Pass/ Fail Option towards a degree for a maximum of two (2) courses or eight (8) credits excluding Skills Studies and Physical Education. A student cannot request a Pass/ Fail grade for a course that would be intended for use as a prerequisite to another course.

- A student must file the appropriate forms in the Records Office to Pass/Fail a course by the deadline published in the Schedule of Classes. The faculty will give a student timely and sufficient information about grades so that an informed decision can be made. Once these forms are filed, the student may not change his/her option.
- A grade of P indicates performance at a level of D or better. A grade of F indicates a failure. A grade of P does not affect a student's grade point average, but a grade of F is calculated into the student's GPA, except for Physical Education or credit equivalent courses. Students should be aware that courses graded P/F may not be granted transfer credit by other colleges.

AU: Audit

To audit a course means to register, pay and attend the class sessions, but not be responsible for written assignments or examinations and not receive a grade. A student registers to audit a course by submitting an approved request form to the Records Office by the deadline published in the Schedule of Classes. Once these forms are filed, the student may not change his/her option.

NA: Never Attended

A NA grade is issued by an instructor when a student has never attended the course but has failed to officially drop the course. A NA grade does not affect a student's grade point average and may not be used as a basis for tuition refunds or appeals.

I: Incomplete

An I grade is granted at the discretion of the instructor and at the request of the student when a particular segment of the course has not been completed.

- The I is changed to a grade when the course work has been completed by the student and approved by the instructor.
- The work must be completed by a date specified by the instructor, but not later than the withdrawal date published in the Schedule of Classes for the following semester. Learning Contracts and extended Distance Learning course work must be completed 15 weeks after the submission of grades.
- If the work is not completed in the specified time, a grade of F is assigned.

MP: Measurable Progress

Sufficient progress has been made to ensure that the student will complete the requirements of the course within the subsequent semester. Students are required to re-register for the course.

W: Withdrawal

A W indicates official withdrawal from a course after the refund period has ended. Courses officially dropped during the refund period do not appear on the student's transcript.

- Students should first discuss the decision to withdraw with their instructors who may be able to assist in making alternative arrangements to complete the course.
- Students may withdraw according to the deadlines published in the Schedule of Classes (generally from the beginning of the fourth week through the end of the ninth week of classes). These deadlines are adjusted for courses shorter than 15 weeks.
- Withdrawals must be filed officially as described in the schedule of classes and will appear as a W on the student's transcript. Failure to officially withdraw can result in a failing grade.

The College reserves the right to withdraw students who fail to meet immunization requirements or fail to pay tuition and fees.

Late Withdrawal Policy

A student cannot drop a course after the final deadline date to withdraw from a course with a grade of W, however if for an extenuating circumstance a student can file a late withdrawal appeal.

All Appeals:

- Students wishing to withdraw from a course from the beginning of the tenth week to the end of the twelfth week of the semester may request a withdrawal from the course instructor.
- Must be for an extenuating circumstance, like family emergency, death in the family medical illness, military orders, etc.
- The instructor has the option of granting or refusing the request.
- All requests must include documentation and if the request is granted the instructor will sign the add/drop form and the College will assign a grade of W.
- If denied, the instructor will assign the earned course grade.
- The request must be received before grades are issued for the semester in which the student is requesting the late W, i.e. if a student is requesting a late W for the fall semester, the request must be received and approved prior to the issuance of grades for the fall semester. Approval of a late withdrawal will result in a W (withdrawal) on the student's record, but no refund will be issued. The W is not calculated in the student's overall GPA.

Please Note: Once grades have been issued, a student no longer can receive a late withdrawal. The student must apply for a Retroactive Withdrawal.

Grade Changes

- Grade changes can be made ONLY up to two (2) years after the original grade has been awarded.
- Students must request a grade change from the course instructor.
- All requests must be in writing and be supported by documentation.
- If a student's request for a grade change has been denied by the instructor of the course, the student has 14 days from the date of the denial to appeal to the Vice President of Academic Affairs. The Vice President of Academic Affairs will convene an appeal committee consisting of the Vice President of Student Development, the Vice President of Academic Affairs, the appropriate Division Chair, and two faculty members from the appropriate division. The committee will review the student's request for a grade change with proper and appropriate documentation. If exams, papers, etc. have been returned to the student, the student is responsible for providing them to the committee.

The instructor of the course for which the student is requesting a grade change must submit the appropriate documentation in the form of, for example, but not limited to, the final examination or project. If a final exam was given in a course, the instructor must keep the student's final exam for two years after the course has ended.

The committee will decide whether to approve of the requested grade change and send it to the Registrar or to not approve the requested grade change. The decision of the committee is final and binding. Upon the conclusion of the appeal hearing, the Vice President of Academic Affairs will notify the student and the instructor of the committee's decision in writing within 14 days. There is no further appeal process.

In the case of administrative error, and with appropriate documentation, the faculty member or division chair or the Department Chair may waive the two-year grade change limit with the concurrence of the Vice President of Academic affairs.

Academic Regulations

- If the above options are not appropriate for the student's situation, please refer to the Academic Forgiveness Policy.

Computing the Grade Point Average

A student's grade point average is calculated on the basis of earned credits, grades and the number of quality points assigned to each grade:

Grade Quality Points per credit		Grade Quality Points per credit	
A	4.0	C+	2.3
A-	3.7	C	2.0
B+	3.3	C-	1.7
B	3.0	D	1.0
B-	2.7	F	0.0

To calculate the number of quality points earned in any course, multiply the number of credits listed for the course by the quality points of the final grade. For example, the grade of B in a 3-credit course earns a total of 9 quality points (i.e., 3 credits x 3 quality points for the grade of B).

To determine the cumulative grade point average, total the number of quality points earned in all courses; then, divide that number by the total number of graded credits.

For example:

1st Semester		Quality Points	Graded Degree Credits	Semester Quality Points
Course	Grade	per Credit		
PSY 101	A	4.0	x 3	= 12.0
ENG 101	C	2.0	x 3	= 6.0
MAT 103	B	3.0	x 3	= 9.0
SCI 103	A	4.0	x 3	= 12.0
HIS 101	F	0.0	x 3	= 0.0
PED 103	P	-	x -	= -
Semester GPA = 39.0/15 = 2.6			15	39

Second Semester		Quality Points	Graded Degree Credits	Semester Quality Points
Course	Grade	per Credit		
PSY 101	A	4.0	x 3	= 12.0
PSY 103	B+	3.3	x 3	= 9.9
ENG 102	C-	1.7	x 3	= 5.1
MAT 104	A	4.0	x 3	= 12.0
SCI 104	A-	3.7	x 3	= 11.1
HIS 102	C+	2.3	x 3	= 6.9
PED 104	P	-	x -	= -
Semester GPA = 45.0/15 = 3.0			15	45.0

Cumulative GPA = 84.0/30 = 2.8

The Cumulative Grade Point Average (GPA) of 2.8 is the total number of quality points (84.0) divided by the total number of graded credits (30).

Repeated Courses

When a student repeats a course, only the higher grade is used to calculate the cumulative grade point average (GPA). If the same grade is earned both times, it is only counted once in the student's average. Although only the higher grade is used to calculate the cumulative GPA, both grades appear on the official transcript.

Transcript of Record

An official transcript is one bearing the signature of the Registrar and printed on security paper. Students may request an official transcript of their academic record by submitting a transcript request form. All requests must be in writing and must bear the student's signature. The transcript fee (\$5 per copy) and all other financial obligations must be paid before the transcript will be released.

Students may access a full record of their grades online using the WebAdvisor.

Immunization

New York State Law requires all students born on or after January 1, 1957, to present proof of immunity against measles, mumps and rubella (German measles) in order to register for 6 or more credits at any College in the state.

All students regardless of age are required to read the Meningitis Fact Sheet and submit an Immunization Record Form that indicates the date that they were immunized or certifies that they decline to be immunized for meningococcal meningitis.

For more information on this policy, please contact the Registrar's Office at (845) 574-4030.

Academic Advising

Academic Advising is an essential element of a student's educational experience at SUNY Rockland Community College. The College requires that all full-time students be advised and cleared prior to registration every semester to ensure that they are fulfilling their degree requirements. While advisement is not required for part-time students, it is strongly recommended.

Academic Advisement Center

Liberal Arts students matriculated in the following degree programs are assigned to the Academic Advisement Center located in Room 8227 in the Technology Center:

- AA Liberal Arts Humanities & Social Science
- AA Liberal Arts Math & Science
- AS Liberal Arts Math & Science

All other full-time students will be assigned a faculty advisor within their major.

Academic Intervention Program

The Academic Intervention Program, located on the second floor of the Technology Center, provides a variety of academic support services for students who are in academic jeopardy. This program includes a faculty referral system (Early Ongoing Academic Intervention) to monitor the academic progress of all students.

International Student Services

An international student advisor is available to assist students from other countries who are studying at SUNY Rockland. Students are advised about academic procedures, immigration matters, and community facilities for medical care, banking, and shopping and cultural events. Through special programs and workshops, students can discuss their adjustment to a new culture and its values.

Disability Services

SUNY Rockland Community College is committed to providing qualified individuals with disabilities full access to all programs, services and facilities as mandated by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. To that end, the Office of Disability Services (ODS) at SUNY Rockland Community College provides unique and comprehensive services and accommodations to students with physical and learning disabilities who desire to pursue college level studies.

The accommodations and services are not automatic and it is the responsibility of the student or prospective student to notify the ODS of the need for accommodations and to provide appropriate written documentation of the disability by a licensed professional. This voluntary self-identification is independent from the admissions process and all disability records are confidential and kept separately in the Office of Disability Services.

Accommodations are provided only after the ODS receives appropriate documentation and the student has met with the office staff to discuss their needs. Students are therefore encouraged to meet with the Office of Disability Services staff prior to registration for course selection and discuss reasonable accommodations.

Records Office

The Records Office processes all registrations and maintains all student academic and demographic records. These records include course registrations and grades, schedule changes, degree applications and degrees earned, transcripts, change of address requests, change of curriculum requests, and immunization records. Students may request enrollment and graduation verifications from the office or stop in to pick up a degree sheet for their degree or certificate programs. Students should refer to the Academic Regulations section of this catalog for more detailed information about graduation applications, transcripts, etc. Complete registration information is published each semester at www.sunyrockland.edu and in the Schedule of Classes.

Tutoring and Testing Center

Academic assistance services are centralized through the Tutoring and Academic Support Center. Peer and professional tutors are available on a first-come, first-serve basis, to help students in many different academic areas. A student may enter the door to these services by self-referral, faculty referral, or program referral. Students will be interviewed to identify their needs and to match available services to those needs.

The Testing Center provides testing services to students who need to make up missed exams, require special testing accommodations or are enrolled in online/distance learning courses. The Center also serves as an external testing facility for County residents taking courses from other colleges. SUNY Rockland Community College and the staff of the Testing Center are committed to academic honesty and excellence. Failure to follow Test Center Policy or Test Center personnel instructions will be reported to the instructor and may be treated as an act of academic dishonesty. For more information, please consult the Student Code of Conduct, Section II, Academic Dishonesty.

Writing Center

Every student at SUNY Rockland is given free access to the services of the Writing Center, located on the third floor of the Technology Center. Staffed by professionals, paraprofessionals and second-year honors students, the Writing Center provides support and assistance for student writers in a variety of ways: students can receive help in interpreting assignments, gathering ideas and information, planning for organization and content, revising rough drafts, complying with various documentation formats, using correct grammatical forms and relating to the needs of the reader. Appointments are encouraged, walk-in clients are also served.

Science Learning Center

The Science Learning Center (SLC) is a resource facility, which aims to support and enrich the learning of science course content for those students enrolled in science courses at SUNY Rockland. The Center makes available multimedia, models, slides, microscopes, and other materials with the objective of allowing students to utilize these resources to review and enhance their understanding of topics within the science curriculum. It is the primary goal of the Center to provide the science student with a myriad of opportunities to increase mastery of science content and thereby success in science courses.

Specialized Programs

Allied Health Programs

The College currently offers two Allied Health career options:

Emergency Medical Services and Occupational Therapy Assistant

Admission criteria and program requirements for these programs are extensive and specific. All students, full and part-time, are required to be advised by the specific program coordinator prior to registering for Allied Health courses or beginning an Allied Health curriculum. For specific policies regarding course work, grades, clinical and health requirements in these programs, students must consult The Allied Health: Policies and Procedures Manual.

Nursing

All students in core nursing courses, whether full or part-time, must be advised by a member of the nursing faculty prior to registration for the next course in the nursing sequence.

The Nursing program entrance criteria and program requirements are extensive and specific. All prospective Nursing students must consult the Nursing Program Guide for complete information. Please contact the program office at (845) 574-4222 or visit room 8210 in the Technology Center.

English Skills and English as a Second Language (ESL)

In English Skills or ESL, students may earn grades of **P**, **MP** or **F**.

P: Satisfactory completion of a course. Student passes to a higher level course.

MP: Measurable progress. Sufficient progress has been made to indicate that the student should be able to complete the requirements of the course within the subsequent semester. The student is required to re-register for the course.

F: Fail. Repetition of the course is necessary.

Students may be dismissed from the College if:

- They have not completed English Skills or ESL after four full-time semesters or six part-time semesters.
- They have not progressed to the next higher course level in English Skills or ESL after two semesters at the same level.
- They have not met the requirements for satisfactory academic progress in credit courses at Rockland Community College. Time extensions may be permitted on a case-by-case basis and at the discretion of the English Skills/ESL faculty if students are in good standing and are progressing.

Students will be notified in writing if they are dismissed. They will not be permitted to register for classes until they are re-admitted. An appeal for a Waiver of Dismissal may be made in writing to the Coordinator of Academic Interventions, Room 8247, on the second floor of the Technology Center.

A dismissed student is eligible to apply for re-admittance after two semesters have elapsed (not including Winter or Summer sessions). The decision to re-admit is based on an interview with the Coordinator of Academic Intervention and approval of the student's plan of study by an English Skills or an ESL advisor and final review by the Coordinator of Academic Intervention.

Note: Students are not necessarily required to follow the sequence of classes listed in English Skills or ESL. End of semester scores will determine the student's placement in the appropriate level for the next semester.

Career Services Center

The Career Services Center offers a comprehensive, integrated approach to career services that focuses on helping students understand the critically important academic and career choices open to them. Students are provided personal assistance in every step of their career exploration, whether it be determining their career options with highly trained career counselors, acquiring valuable, credit-bearing internship placements through the Internship Program, or locating beneficial job opportunities, both off and on-campus, through the Job Placement Office. Incorporating state-of-the-art technology, the Center also offers JobNet, a comprehensive job management system, which allows students, employers, and members of the community to manage their career needs online, 24-hours a day, from any computer portal. In addition, the Career Services Center Resource Room provides an array of texts and supplemental material to assist students in their career exploration. For further information on the Career Services Center, visit www.sunyrockland.edu/go/careers.

Career Counseling Services

Career planning is a lifelong process that involves developing self-awareness related to one's interests, aptitudes, values and personal characteristics. It begins with self-assessment and includes career exploration, decision making and goal setting. At the Career Services Center, professional counselors provide advisement, career testing and academic planning. They promote career development by helping students understand the process involved in career preparation and the link between academic planning and career choice.

Professional counselors assist students throughout their career planning process, and the Center offers a wide range of services, including self-assessment and career testing on an individual or small group basis. In addition, online career guidance systems provide an alternative forum for career exploration. Workshops and classroom presentations provide assistance with Internet career research, resume writing, interviewing techniques, and job search strategies.

Internship Program

From the technical demands of the computer world to the specialized skills required in a broad range of disciplines, including the business, computer, communications, arts, humanities, social sciences, sciences, math, and political arena, the College's Internship Program offers students the opportunity to gain practical, hands-on experience in a professional setting while earning college credit. As part of the Career Services Center commitment to expanding the career opportunities open to students, the Internship Program offers an exciting partnership with hundreds of local and regional businesses in the tri-state area, including some of the most prestigious companies and organizations in New York City. Benefits of taking part in an internship include earning college credit while acquiring invaluable on-the-job experience, developing industry contacts, obtaining a competitive edge in today's global job market, and building professional resumes and portfolios.

Qualified faculty members mentor students throughout the internship experience, and the Internship Program offers a carefully screened and customized partnering of student, business, and faculty that leads to an invaluable career-building experience.

Job Placement Services

Assistance with job search and employment opportunities is available for students seeking part-time, full-time, and on-and-off campus employment. In addition, the Federal Work Study Program provides opportunities for eligible students to work on campus or in community service projects. The Job Placement Office also provides an annual job fair, information workshop, assistance with resume writing and interviewing skills, and a variety of career initiatives that assist in student employment. JobNet, a comprehensive, online employment management system, allows students to seek employment and interact with potential employers any hour of the day from any computer portal.

Crisis Intervention and Personal Counseling Services

Students who are facing personal problems, feeling emotionally distressed, or experiencing a crisis situation can see a counselor for confidential, short-term counseling. As appropriate, referrals are made to additional resources both on and off campus. For students interested in addressing issues related to their personal growth and development, individual counseling is available, as well as small group workshops and special programs that are offered throughout the semester. In an emergency, contact Rockland County Department of Mental Health Crisis Unit at 845-364-2200.

Multicultural Student Services

Approximately one-third of the student body is comprised of students of color who bring a multi-ethnic, multi-cultural view that enriches the entire campus. Services for this population directly relate to the educational, career, social and personal needs of African-American, Caribbean, Asian, Haitian, Latino/a and Native American students. Material on transferring to Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), Tribal Colleges and Universities (TCUs) and specific scholarship information, individual appointments, walk-in sessions, workshops and support groups are routinely available.

STARS (Services To Adult Returning Students)

STARS is a program that responds to the unique needs and special interests of adults returning to school. Individual appointments, as well as a series of workshops and seminars, are offered to address special adult academic, personal and career development issues. STARSearchers, a club for adult students, meets weekly on campus.

Transfer Services

Students anticipating transfer to a four-year college or university will find an extensive selection of programs and services designed to help simplify the transfer process. Resources such as a collection of college catalogs, reference guidebooks and computer programs are available for students to browse. In addition, drop-in counseling sessions and a full range of workshops and special events are offered to assist students in completing application materials and making informed decisions about the choice of a bachelor's program.

Office of Student Involvement

A sense of community and a high quality of student life are promoted on a non-residential campus by offering recreational, service, cultural, personal growth, and social activities. To cater to the College's diverse student body, the Office of Student Involvement offers a number of opportunities for students to gain valuable career expertise, explore different cultures and meet new people. Through a variety of programs, services and activities, sponsored by student activities fees, students can broaden their college experience outside the classroom. The Office of Student Involvement is located in the Student Union.

Student Government Association

The Student Government Association (SGA) is the official student voice for organizations, approved student activities and events. The Student Government Association meetings are open to the public.

Student Activities Board (SAB)

SAB, a committee of the Student Government Association, plans and implements student sponsored, on and off campus events and activities. Such events and activities include, but are not limited to, theater trips to Broadway in New York City, sporting events, Spring Fest, Free Your Mind Week lecture series, lectures, and panel discussions. SAB also oversees the activities of Student Clubs/Organizations, and fall and spring Club Fests.

Volunteer Service Program

The Volunteer Service program is designed to provide experiential learning opportunities for SUNY Rockland students. By volunteering within the local community, students are provided with an opportunity to develop a sense of social awareness and an understanding of life, work and responsible citizenship in a diverse and changing world. Students who achieve a minimum of 42 hours of volunteer service, throughout their stay at SUNY Rockland, are rewarded with:

- transcript recognition
- Certificate of Achievement
- experiential learning
- public recognition in the commencement booklet at the time of graduation
- the opportunity to audit one 3-credit class after graduation
- the positive feeling knowing that you have made a difference

To find out how you can make a difference and to find your volunteer opportunity, please contact the Coordinator of Volunteer Services at (845) 574-4394 or stop by the Office of Student Involvement, Student Union.

Student Publications

Outlook, the student newspaper, features College news, editorials, feature columns of student interest and comment and sports activities. Students interested in news writing may become part of the *Outlook* staff and earn credits through ENG 217: Introduction to Journalism or ENG 273: The Journalism Practicum. *Outlook* offers opportunities for writing, ad sales, photography, editing and designing page layouts.

The student literary magazine, *Impulse*, is published annually by students and faculty members interested in writing. The magazine contains student artwork as well as fiction, poetry, essays and other creative writing by students. Credit for working on *Impulse* can be earned through a Learning Contract.

Evening Star Program

The Evening Star Program recognizes the special needs of evening students, many of whom have multiple responsibilities. The program provides evening students with information on events, activities, and services. Outreach tables are set up regularly on the bridge between Academic I and Academic II.

Legal Information Service

The free Legal Information Service serves as a resource to inform SUNY Rockland students of their rights and responsibilities concerning legal issues. Free confidential consultations with an attorney are available, but this service does not include representation in court.

Prevention Resource Center

The Prevention Resource Center utilizes research-based strategies aimed at correcting misperceptions that encourage inappropriate behaviors associated with abuse of alcohol and other substances. The Prevention Resource Center provides information, activities and events designed to create a healthy campus community and support a culture that empowers students to act in accordance with their healthy attitudes and values.

Drug Free Schools and Communities Act Amendments of 1989 (DFSCA)

SUNY Rockland Community College is committed to an educational environment free of alcohol and illegal drugs. Part 86 of the Drug Free Schools and Campuses regulations require that as a condition of receiving federal funds, an Institution of Higher Education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illegal drugs and alcohol by students and employees. For a copy of the Alcohol and Other Drug Policy please contact the Prevention Resource Center, SUNY RCC Human Resources, or SUNY RCC Public Safety Department.

Religious Life Office

Representatives of several faiths are on campus to serve the spiritual needs of students through education, instruction, counseling, service and social events. Some of the sponsored clubs are Christian Fellowship, Habitat for Humanity, Hillel, Muslim Club and Newman Club.

Student Clubs/Organizations

Student Clubs/Organizations are guided and funded by the Student Activities Board (SAB). Each Student Club/Organization has an advisor. By becoming involved, students can develop leadership skills, have the opportunity to improve student life on campus and, of course, the opportunity to have fun and provide input on issues that are important to them.

Athletics

Supported largely by Student Activities fees, the SUNY Rockland Hawks compete in the Mid-Hudson Conference. SUNY Rockland Community College is also a member of Region XV of the National Junior College Athletic Association. Women's and men's sports include tennis, volleyball, bowling, basketball, soccer, baseball and golf. Athletics are for the entire College community to enjoy, whether as a participant or a fan.

Child Care

The Campus Fun and Learn Child Development Center, Inc., at the Theresa Monahan Simmons Center for Children and Families on the main campus, is a licensed, non-profit child care and early education center for children ages 6 weeks through 12 years. The Center is open from 6:30 am to 6 pm Monday through Friday and is closed only for major holidays. Student parents attending RCC are eligible for child care tuition subsidies and scholarships. Care and education are provided to infants, toddlers, pre-school and school age children. Children in the East Ramapo and Ramapo Central School districts receive busing before and after school. Half day and vacation care are available to school age children, as well. The facility also serves as a child development observation site for SUNY Rockland students. For information, call (845) 574-4561.

Food Cupboard

The Food Cupboard, located on the first floor corridor of the Fieldhouse, provides food to students, faculty and staff on a limited basis. Hours for obtaining or contributing food are: Tuesdays, 5 - 6 pm and Thursdays and Fridays, 12:30-1:30 pm. If you are unable to come during the open hours, please visit Room 4126 or call (845) 574-4531.

Housing Referral Service

The Housing Office provides updated lists of available off-campus rooms and apartments. Leases and rents are solely the responsibility of agreements between the student and the landlord/landlady. Call (845) 574-4378 or visit room 5117 in the Fieldhouse for more information.

Transportation

Bus schedules are available at these locations on campus:

- the Cultural Arts Center entrance
- the Office of Student Involvement
- the Library entrance

Students can purchase a discount student bus pass for unlimited rides on any Transport of Rockland (TOR) or TappanZEEexpress bus at the Bursar's Office. The pass is good for unlimited usage within either the spring or fall semester. For bus information and schedules, call TOR anytime at (845) 364-3333, or online at www.rocklandgov.com, click on the green transit icon.

Facilities

Rolling lawns, flowered meadows and athletic fields surround the College's academic and cultural facilities.

Academic I

Academic I is a 57,000 square foot building, which opened in the fall of 1964 and is currently home to Science laboratories, state-of-the-art Nursing Trauma labs and Emergency Medical Service laboratories, the Occupational Therapy lab and general-purpose classrooms. Faculty offices for Criminal Justice, Fire Protection Technology, Hospitality, and the Science disciplines are located within this building.

Academic II

Academic II is a 68,000 square foot building, which opened in 1973 and is currently home to both general and foreign language classrooms as well as a new smart classroom for the Speech discipline. Faculty offices for the Business, English, Foreign Language, Mathematics, Social Science, Speech Clinic and Speech disciplines are located within this building.

Brucker Hall

Brucker Hall is the original building on campus. It is a 49,000 square foot building originally built in 1837. Before becoming part of SUNY Rockland Community College it was the Rockland County Alms House. In 1959, after extensive renovations and state approval it was to become SUNY Rockland Community College. Today Brucker Hall is the main administration building on campus and houses the Offices of the President and the Executive Vice President for Finance and Administration. The Center for Professional and Personal Development, Human Resources, Campus Communications, Institutional Research, Information Services, Equity and Compliance, Small Business Development, and the RCC Foundation and Association are also located in Brucker Hall.

Cultural Arts Center

The Cultural Arts Center is home to the College's Performing Arts and Art Departments, housing the theater as well as art studios. The College cafeteria is located on the bottom floor of the Cultural Arts Center.

SUNY Rockland's 500-seat theater serves as a professional venue to create and present high caliber theater, music and dance. In addition to the visually and acoustically superb theater, the Cultural Arts Center contains rehearsal rooms and scene shops.

The theater serves not only as the home of the College's innovative Performing Arts program and Cultural Arts series, it is also utilized by the County's professional and amateur organizations devoted to music, dance and theater.

Students in art classes use the painting, drawing, sculpture, ceramic, and photography and jewelry-making studios in the Cultural Arts Center.

The Extension Sites

SUNY Rockland Community College offers instruction and some student support services at its extension sites in Spring Valley and Haverstraw. Credit courses taken at these locations may be applied toward degree and certificate programs. In addition, the garage at the Spring Valley Extension Center provides practical experience for students in the Automotive Technology program. SUNY Rockland continually seeks to provide access to education in convenient locations. Refer to the current Schedule of Classes for offerings.

Spring Valley Extension Site

185 North Main Street
Spring Valley, NY 10977, (845) 574-4700

Haverstraw Extension Site

37 West Broad Street (corner Maple Avenue)
Haverstraw, NY 10927, (845) 786-2392

The Fieldhouse

The Eugene Levy Fieldhouse encloses two acres of space and serves as the center for public and commercial events as well as the home of the College's Physical Education program. You can choose from a wide selection of Physical Education courses, which utilize the many facilities in and around the Fieldhouse.

The Fieldhouse contains four indoor tennis courts, a basketball court, a 1/6-mile track, an Olympic-size pool, and room for dance, racquetball, and squash. The smooth, high-traction sports surface was designed especially for multi-use facilities. The absence of any supporting beams to interfere with activities and spectating gives the building its versatility.

The Fieldhouse is available for use by community or commercial groups on a rental basis. Call (845) 574-4468 for information.

The Fieldhouse is also home to the Family Recreation program. Students, faculty and staff are free to enjoy access to the swimming pool and weight room during specified hours. By paying a daily fee, or purchasing an individual membership, the community is welcome to swim, lift weights or use treadmills, stairmasters, stationary bikes, free weights and nautilus equipment. The program runs seven days a week during the fall and spring and on a limited basis during winter and summer sessions. For detailed information call (845) 574-4455.

Library/Media Center

SUNY Rockland's Library supports the learning and research activities of its students and faculty by providing a broad array of information resources and services. The Library serves the entire Rockland County community as an information center and encourages users to engage in information searching and other learning or researching activities on site or online. The College Library has a collection of 125,000 volumes, more than 3,000 audio-visual items, and more than 13,000 serials including newspapers, journals and other periodicals in diverse formats.

The Library's collection of online databases, many of them offering full texts, covers a variety of subject areas in support of the College's academic offerings. Information for accessing the catalog to the SUNY Rockland Community College Library collection and other databases is distributed to users via the Library home page. Off-campus access to our subscription databases is provided to our students, faculty and other employees through user name and password authentication. The College Library is a member of SUNYConnect, EmpireLink, Nylink, SENYLRC, WALDO and other library consortia, allowing the Library to present to its users a more comprehensive collection than from the College Library alone.

In addition to the regular Library services provided by all libraries, such as circulation and reference, the Library offers online reference services by using the "Ask a Librarian" link from our home page. The library also offers information literacy instruction to its students and faculty, as well as to other user groups upon request. In-depth assistance to advanced research, Internet navigation tutorials, and inter-library loan and document deliveries are also a part of information services available at our Library. The Library is striving to expand its services to accommodate its distance users and to distribute requested information to users at remote sites for learning purposes.

The Library also exhibits the artwork of its students, faculty and members of the general community. For more information about Library services at the College, visit our Library home page at www.sunyrockland.edu/library or please call (845) 574-4409.

A fully equipped television studio is located on the lowest level of the Library. Here, local cable stations broadcast programs, teleconferences are staged and the College's Communication Media Arts students gain hands-on production experience. The studio is developing webcasting capability.

The Office of the Vice President for Academic Affairs is located on the top floor of the Library.

The Student Union

The newly renovated Student Union is the heart of extra-curricular student activity. Located between the Library and the Cultural Arts Center, it houses the Office of Student Involvement, Volunteer Office, Student Government Association, Student Activities Board and Religious Life Offices. It is the place to go to find out how to get involved in student life, clubs and organizations. You might also want to spend time in one of the student lounges or check out the Game Room.

The Technology Center

A new 100,000 sq. ft. building, the first new permanent construction on campus in more than 20 years, houses student services and more than 90 faculty and staff offices including the Vice President for Student Development, Dean of Student Development, Grants Development, Prevention Resource Center, Multi-Media Production Center. Admissions, Records, Financial Aid, Student Accounts, Tutoring and Testing Center, Advisement Center, Assessment and Placement, Counseling, Disability Services, Career Development, the Transfer Office, the Center for Excellence in Teaching and Learning, the Nursing discipline and the Computer Studies and Networking disciplines. It features 21 state-of-the-art classrooms, including a lecture hall and computer laboratories.

Center for Personal & Professional Development

The Center for Personal and Professional Development offers continuing education courses to prepare students for new careers, to pursue leisure time activities and to enable professionals to maintain and upgrade professional skills and meet and maintain licensure requirements. The Center also partners with business and industry to provide on site training programs to meet a variety of training needs. Some offerings include:

Continuing Professional Education: Certified Public Accountants

These seminars offered between October and January, and again in May and June, can be used to satisfy the New York and New Jersey professional education requirements for licensees in the practice of public accounting. For more information, phone (845) 574-4151.

Real Estate

SUNY Rockland Community College and the Rockland County Board of Realtors have formed a partnership to serve the real estate education needs of Rockland County. The Rockland County Board of Realtors has been certified by New York State to offer the Real Estate Sales course required by state law as a preliminary for licensing as a real estate professional, the real estate brokers qualifying course, appraisal courses and continuing education courses for realtors. For more information, phone (845) 574-4151.

Property and Casualty Insurance Pre-Licensing Course

SUNY Rockland has been certified by New York State to offer the Property and Casualty Insurance course required by state law to become a professional licensed agent or broker. Complete this course successfully, and you may apply for your license to act as an insurance broker or agent in New York State. For more information, phone (845) 574-4730.

Life, Accident and Health Pre-Licensing Course

This course will fulfill the New York State requirements (Section 2103 (a) of the Insurance Law) concerning proper pre-license training for Life, Accident, and Health in New York State. For further information, phone (845) 574-4730.

Continuing Education for Health Professionals

The program of continuing education for health professionals offers a wide range of non-credit courses, seminars and conferences to maintain and upgrade professional skills and maintain licensure requirements. SUNY Rockland Community College has been approved as a provider of Continuing Education in Nursing by the New York State Nurses Association's Council on Continuing Education and receives continuing education approval from various other professional organizations. Entry-level, career-path courses are offered for those beginning to investigate job opportunities in the health care industry.

For further information phone (845) 574-4738.

Computer Programs

We offer the latest in new courses to learn new computer skills. Our courses are varied and are designed for the beginner to the expert. For further information phone (845) 574-4793.

Training for Business and Industry

Customized training works with the business community to promote economic development through customized client-specific training courses, seminars and workshops. Innovative programs are developed and implemented in a variety of areas to meet individual company needs. Training is provided when and where it is convenient for the client.

Comprehensive training and consulting services, along with access to state and local grant programs to help underwrite and subsidize the cost of training for business and industry, bring quality, results-oriented programs to businesses in all sectors.

Interested businesses are invited to contact us at (845) 574-4234.

Job Training

These programs can be used to upgrade your job skills or change careers through one of our training programs in Graphic and Web Design, Dialysis Technician and Medical Billing and Coding. For more information, phone (845) 574-4730.

Online Learning

Continuing education online courses can enrich your computer, professional, and personal skills. Enjoy the ability to practice and study your lessons and assignments in the comfort of your home or office. Our four, six, and eight-week formats help you achieve your goals. For course times, fees, descriptions and information, visit [www. Ed2go.com/sunyrcc](http://www.Ed2go.com/sunyrcc) or call (845) 574-4151.

For the most current information, flyers or brochures on any of the above, call the Center for Personal and Professional Development at (845) 574-4151 or visit us on the web at the above address.

Institute for Senior Education

Classes for residents 50 years of age and older are available through the Institute for Senior Education. Subjects ranging from Classical Music to Computers are offered. For further information, phone (845) 574-4700.

Driving Safety Programs

For Insurance and Point Reduction Programs and Motorcycle Safety Program information, course times and fees please contact (845) 574-4151.

Defensive Driving

(DMV Approved: New York State Point and Insurance Reduction Program.) "I Drive Safely" Point Insurance Reduction program is New York State approved and entitles licensed drivers and permit holders to a 10% reduction in the liability, collision and personal injury portion of their automobile insurance. All New York State insurance companies grant these deductions. This course may remove up to four points from the driving record.

Drinking Driver Program
***NYS Drinking Driver Program**
at Rockland Community College*

Rockland Community College has been providing the NYS Drinking Driver Program since 1986. You have probably heard the facts before, driving while impaired or intoxicated is a serious traffic safety problem in the United States. In NYS, more than 20 percent of all highway deaths involve the use of alcohol/other drugs. But, the facts and statistics do not tell the whole story... behind the numbers are thousands of lives cut short, permanent or disabling injuries, and families devastated because someone drove while under the influence of alcohol or other drugs. Not every impaired or intoxicated driver causes a traffic crash, but each one is dangerous, risking his or her life/ and/ the lives of those sharing the road. Call DDP at (845) 574-4421 or email ddp@sunyrockland.edu for the latest class schedule information and be sure to contact your local DMV Office to find out if you are eligible for DDP. (Source: New York State DMV Driver's Manual, Chapter 9)

SmartRider Motorcycle Safety Program, Inc.

- Work with M.S.F. certified, experienced Rider Coaches
- Any licensed NY state driver with a valid NY State motorcycle permit is eligible for the Road Test Waiver upon successful completion of the Basic Rider Course
- Motorcycles & helmets supplied
- Course structure: Approximately 1/3 classroom time and 2/3 riding time.

Learn if motorcycle riding is for you through our 15-20 hour rider course. Your Rider Coaches are nationally certified by The Motorcycle Safety Foundation (MSF). You will be learning basic skills like straight line riding, turning, shifting and stopping. Once accomplished, you will progress to cornering, swerving, advanced/emergency braking, speed selection and more. There will be both classroom time and riding course experience. Successfully completing the course entitles you to a DMV Motorcycle Road Test Waiver. Allow 4-6 weeks for processing the road test waiver which is necessary for licensure. You are responsible for bringing the waiver to the DMV to receive your motorcycle endorsement which will apply to your existing NYS Driver's license.

Requirements for Road Test Waiver

- A current and valid NYS Driver's License.
- A current and valid MYS Motorcycle Permit (photocopies of both to be taken at class).
- Proper riding gear – visit www.smartridermsp.com for details
- Motorcycles and course material are supplied. SmartRider Motorcycle Safety Program, Inc. is the only certified motorcycle instruction school in Rockland County that offers the NY State DMV approved Road Test Waiver.

Register on-line at
www.smartridermsp.com

or

Call (845) 471 - 5800

Registration

FEE: \$350.00

SESSIONS: 15 ½ (core curriculum) – 20 hrs

LOCATION: RCC Main Campus, Suffern, NY

PRESENTER: SmartRider Motorcycle Safety Program, Inc.

Faculty & Staff Awards Directory



SUNY Chancellor's Award for Excellence in Teaching

1972 - 73	Henry Larom
1973 - 74	Libby Bay
1974 - 75	James Naismith
1976 - 77	Daniel Masterson, Shirley Werthamer
1977 - 78	Samuel Draper
1978 - 79	George A. Hackett
1980 - 81	Bill Baker, Roslyn Benamy
1984 - 85	Phyllis Krasnow
1985 - 86	James M. Thelen
1986 - 87	David Beisel
1987 - 88	John Allman
1988 - 89	Wilma Frank
1989 - 90	Joan Silberman
1990 - 91	James Cappuccino
1991 - 92	Beverly Brown, Emile Feldman, James Sherrier
1992 - 93	Michael Sentlowitz, Sue-Ann Eitches
1993 - 94	Martin Lecker, Nancy Hazelton
1994 - 95	Mara-Lee Bierman, Wilma Michaels
1995 - 96	Sheila Goldstein, George Krasilovsky
1996 - 97	Linda Schrank Peter Arvanites
1997 - 98	Elaine Padilla, Morton Leifer
1998 - 99	Beth Cunin
1999 - 00	Reamy Jansen Debra Tietze
2000 - 01	Stephen Drinane Saeed Safaie
2001 - 02	Susan Golz Cliff Garner
2002 - 03	Liya Li Richard Mossip Myrna Wulfson
2003 - 04	Jeanette Geller Emily Harvey Gene Homicki
2004 - 05	Thomas Butler Maire Liberace
2005 - 06	Roberta Panish Bonnie Rosen Nahed Salama
2006 - 07	James Burnett Jeanne B. Linhart
2008 - 09	Donna Peters

SUNY Chancellor's Award for Excellence in Professional Service

1978 - 79	Gerhard Hess
1984 - 85	Kay Weitzman
1988 - 89	Elaine S. Padilla
1989 - 90	Richard Wedemeyer
1990 - 91	Sue Commanday
1991 - 92	Martin Schwartz
1992 - 93	Ellen Spergel
1993 - 94	Dell Williams
1994 - 95	Thomas Judd
1995 - 96	Robert W. Gleason
1996 - 97	Marc Wanner
1997 - 98	Bill Baker
1999 - 00	Susan Solomon
2000 - 01	Rachelle Salzberg
2001 - 02	Belinda Kodgis
2003 - 04	Lorraine Glynn
2006 - 07	Terri Kaye Needle
2007 - 08	Janice Goldstein
2008 - 09	Tzipora Reitman
2009-2010	Elissa Silverstein

SUNY Chancellor's Award for Excellence in Librarianship

1977 - 78	Robert W. Gleason
1993 - 94	Mildred Galentine-Steis
1994 - 95	Xi Shi
2005 - 06	Sarah Levy

SUNY Chancellor's Award for Excellence in Creativity and Scholarship

2001 - 02	Richard Connolly
2002 - 03	Reamy Jansen
2004 - 05	Suzanne Cleary-Langley
2005 - 06	John Schlesinger
2007 - 08	Elaine Toia
2008 - 09	Patricia Maloney-Titland

SUNY Chancellor's Award for Excellence in Faculty Service

2003 - 04	Ellen Spergel
2004 - 05	Morton Leifer
2006 - 07	Tanya Drake
2007 - 08	Saeed Safaie
2008 - 09	Robert Axelrod
2009-2010	Peter Arvanites

SUNY Chancellor's Award for Excellence in Classified Service

2008 - 09	Joan Asch
2009-2010	Diane Mena

SUNY Chancellor's Award for Excellence in Professorship

2009 - 10	Elaine Padilla
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SUNY Distinguished Service Professorship Award

2008-2009	Elaine Padilla
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Campus Directory

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Administration

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JD, Boston University School of Law

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BS, SUNY Plattsburgh

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Director, Arena Management & Athletics

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Assistant Director, Arena Management
BS, East Stroudsburg University

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Director/Technical Coordinator Cultural
Arts Center Theater
BS, Nyack College

Information Services

Steven Ferres

Director, Information Services
BS, Ramapo College
MA, Fairleigh Dickinson University
MA, PhD, New York University

Michael Arnone

Computer Support Technician

George Bejar

Computer Support Technician
BA, Hofstra University

Edwin Bellevue

Computer Support Technician

Audrey Brotzman

LAN Support Technician
AAS, SUNY Rockland Community
College

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Coordinator, Television Studio
and Media Services
BA, St. Thomas Aquinas College

Yijing Chen

Program Analyst
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Chubb University

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Web Support Technician
AS, SUNY Rockland Community
College
BS, Ramapo College

Michael Donovan

Assistant Director,
Network Operations Management
AAS, Rockland Community College

Abraham Mathew

System Administrator
BS, Bombay University
MS, Capital College

Sharon Mindich

BS, Empire State College

Margaret Mora

Senior Program Analyst
AAS, SUNY Rockland Community
College
BS, Dominican College

Renata Omelanczuk

Assistant Director, End User Services
BS, Ramapo College

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Programmer Analyst
AAS, SUNY Rockland Community
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BS, University of Kerala

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LAN Administrator
AS, SUNY Rockland Community
College
BA, University of Buffalo

Karin Wong

Computer Support Technician
BS, Dominican College

Lin Young

Technical Architect
BS, South China University
of Technology

Institutional Research

Michael Lipkin
 Director for Institutional Research
 AA, The Sages College
 BA, SUNY Plattsburgh
 MP, SUNY Albany
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 Assistant for Institutional Research
 MS, Polytechnic Institute

Office of Human Resources

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 BA, Brandeis University
 MS, New School University

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 Resources
 AA, Rockland Community College
 BA, Ramapo College

Administrative Services

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 Director, Administrative Services
 AS, Rockland Community College
 BS, SUNY Fredonia

Gale Latkovic
 Graphic Designer
 AAS, SUNY Rockland Community
 College

Jill Lindner
 Graphic Designer

Finance

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 Bursar
 BS, Lehman College/CUNY

Zulma Santiago
 Financial Analyst
 BS, Mount Saint Mary College

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 Assistant Director, Finance

Daniel Tauken
 Project Manager
 MBA, Fairleigh Dickinson University

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 BBA, Baruch College

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 Director, Plant Facilities
 BE (ME), Pratt Institute
 MS, Rutgers University

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 Assistant to the Director of Plant
 Facilities
 BS, Manhattan College

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 Assistant Director, Plant Facilities
 BS, Clarkson University
 MBA, Long Island University

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 Director of Public Safety

Robert Rahl
 BS, Mercy College

Office of Academic Affairs

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 BS, SUNY Brockport
 MS, East Stroudsburg University
 PhD, Capella University

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 Academic Affairs
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 BS, MBA, Mount Saint Mary College

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 BA, SUNY Plattsburgh

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 AAS, SUNY Rockland
 Community College
 BS, Empire State College

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 ME, Teachers College, Columbia
 University

Center for Personal and Professional Development

Richard Syrek
 Dean, Center for Personal
 & Professional Development
 BS, New Jersey Institute of Technology
 MBA, Pace University

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 Director of Program Operations
 BA, Valparaiso University
 MA, New School for Social Research

Library Learning Resource Center

Tim Domick
 Director of the Library
 BA, Columbia College
 MLS, Syracuse University

Sarah Levy
 Assistant Professor/Librarian
 BA, Brooklyn College
 MS, Columbia University

Xi Shi
 Professor/Librarian
 BA, International Students University
 MLS, MEd., Rutgers University
 PhD, Stevens Institute of Technology

Kimberly Weston
 Assistant Professor/Librarian
 BA, Wayne State University
 MLS, Wayne State University

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 Interim Vice President
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James Siegel

Dean of Student Development
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 MA, PhD, University of Arizona

Dana Greene Stilley

Interim Dean of Enrollment Management
 MBA, Columbia University
 School of Business

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BA, Herbert H. Lehman College

Beverly Jackson
Director, Spring Valley Center
BA, Fairleigh Dickinson University
MSW, Rutgers University

Brian Merritt
Director, Haverstraw Center
MSE, Queens College

Gerri Zabusky
Director of Retired and Senior
Volunteer Program
MSW, New York University

Doreen Zarcone
Events Coordinator
AAS, Rockland Community College
BS, Ramapo College
MS, New Jersey Institute of Technology

Admissions

Gerard Vitale
Assistant to Director of Admissions
AA, Rockland Community College
BS, Ramapo College

Oscar Arias
Recruitment Specialist
BA, Rutgers University

Elizabeth Solages
Recruiter

Assessment and Placement

Bibiane Dolne
Coordinator, Assessment and Placement
BS, Binghamton University
MA, Long Island University

Financial Aid

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BA, Central College
MA, University of Northern Iowa

Madelene Aponte
Assistant Director of Financial Aid
BS, Cornell University

Paula From
Assistant Professor,
Financial Aid Counselor
BA, Yeshiva University

Karina Joseph
Financial Aid Administrator
BS, SUNY Brockport

Elissa Silverstein
Assistant Professor,
Financial Aid Counselor
AA, Rockland Community College
BA, SUNY Binghamton, Harpur College

Susan Twomey
Instructor/ Financial Aid Counselor
MSE, Mount Saint Mary College

Registrar, Records Office

Jonathan Barnwell
Records Registration Assistant
AA, SUNY Rockland Community
College
BA, New York State University
MA, Teachers College, Columbia
University

Robin Conklin
Assistant Registrar
AA, SUNY Rockland Community
College
BA, Fairleigh Dickinson University

International Student Services

Maria Dell'Arciprete
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International Student Services
AAS, SUNY Rockland Community
College

Student Development Center

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Professor/Counselor
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MSE, Fordham University

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BA, MA, South Carolina State University

Kathleen Carroll
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MS, Long Island University

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BS, Empire State College

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MSW, Fordham University

Terri Kaye Needle
Professor, Counselor
BS, MS, Hunter/Lehman College

Joe Planck
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MS, Long Island University

Disability Services

Carmen Diaz
Assistant Director of Disability Services
BA, New York University
MS, Columbia University

Student Involvement/Quality of Life

Debra Balestra
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AAS, SUNY Rockland Community College
BS, MA, New York University

Irene Deutsch
Director of Career Services
BA, SUNY at Buffalo
MA, University of Texas at Arlington

Marc Giammarco
Coordinator, Substance Abuse
AS, Ulster County Community College
MS, The New School for Social Research

George Lantzounis
Coordinator, Job Placement
BS, Davis and Elkins College
MA, New York University

John Marra
Coordinator, Student Activities
and Volunteer Services
BA, Utica College

Faculty

SUNY Distinguished Service
Professorship
Professor Elaine Padilla, PhD

Lynn Aaron
Assistant Professor, Computer Studies
BA, The City College of New York
MA, Teachers College, Columbia
University

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Emergency Medical Services
BA, Brooklyn College
MPA, Marist College
EMTP, New York State
Department of Health
Instructor Coordinator New York State
Department of Health #3168

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MSE, Fordham University
MRE, Unification Theological Seminary

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BS, Manhattan College
MA, University of South Florida

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BA, Brooklyn College
MA, The City College of New York

G. William Baitzel
Assistant Professor,
Automotive Technology
BS, The College of New Jersey
MA, Montclair State University

Bill Baker
Professor, Science
BA, MA, New York University

Kristopher Baker
Instructor, Biology
AA, Rockland Community College
BS, MS, Rensselaer Polytechnic Institute
PhD, SUNY Stony Brook University

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AAS, Rockland Community College
BS, SUNY Binghamton
MS, Iona College

Kevin Barrett
Assistant Professor, Criminal Justice
BA, Montclair State University
MA, MPhil, PhD, John Jay College

David Beisel
Professor, Social Sciences
BA, Pace University
MA, Clark University
PhD, New York University

Mara Lee Bierman
Professor, Foreign Languages
BS, MA, New York University

Allison Briker
Associate Professor, Speech
BS, Syracuse University
MS, Fordham University

Maureen Brown
Assistant Professor/Counselor Academic
Intervention
BA, MA, South Carolina State
University

Sr. Marie Buckley
Professor, Nursing
BS, St. Thomas Aquinas College
MS, New York Medical College

Thomas J. Butler
Professor, Science
BS, St. Peter's College
MS, Central Michigan University
PhD, Seton Hall University

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BS, MA, Montclair State University

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AA, Rockland Community College
BS, Manhattan College
MS, Herbert H. Lehman College

Kathleen Carroll
Associate Professor/Counselor
BA, Ithaca College
MS, Long Island University

Walter Carroll
Professor, Art
BFA, MFA, Pratt Institute

Stephen Churchill
Instructor, Computer Assisted Design
BA, MFA, SUNY Purchase

Suzanne Cleary-Langley
Professor, English
BS, SUNY Oneonta
MA, Washington University
PhD, Indiana University of Pennsylvania

Josephine Coleman
Instructor, Business
BS, Brooklyn College
MBA, St. John's University

Nancy Collins
Instructor, Nursing
BS, Dominican College
MA, New York University

Richard Connolly
Assistant Professor,
Communication Media Arts
BA, Mark Hopkins College
MA, New Experimental College

Victor Coronel
Professor, Science
BS, Haverford College
MA, PhD, Columbia University

Dale Crispell
Instructor, Nursing
MA, Teachers College,
Columbia University

Beth Cunin
Professor, Psychology
BA, The City College of New York
MA, PhD, Montana State University

Campus Directory

Catherine Davis
Assistant Professor, English Skills
AA, Rockland Community College
BA, Manhattanville College
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Bruce Delfini
Instructor, History
BS, SUNY Oneonta
MA, SUNY Albany

Tanya Drake
Professor, Nursing
BSN, Long Island University
MS, Hunter College
MA, Teachers College,
Columbia University

Sue-Ann Eitches
Professor, Nursing
BSN, Hunter College
MA, New York University

Haim Elisha
Professor, Performing Arts
BM, Julliard
MM, New England Conservatory of
Music
DSM, Jewish Theological Seminary
Diploma, Piano, Rubin Academy of
Music

William Engelbracht
Professor, Criminal Justice
AAS, Westchester Community College
BS, Mercy College
MS, Long Island University

Eugenio Espinosa
Assistant Professor, Art
BA, Drew University
MFA, Rutgers University

Nora Fadl
Professor, Science
BS, Cairo University
MS, Fordham University

Cheryl Ferguson
Instructor, English Skills
BA, MA, Eastern Michigan University

Pamela Floyd
Professor, English
AB, AM, Boston University

Wilma Frank
Professor, Speech
BA, Brooklyn College
MA, Montclair State College

Paula From
Assistant Professor, Financial Aid
Counselor
BA, Yeshiva University

Robert Fuentes
Instructor, English
BA, Yale College
MFA, Cornell University

Elyse Fuller
Assistant Professor, Science
BA, Ohio Wesleyan University
MS, SUNY Albany

Clifford Garner
Professor, English
BA, Brock University
MA, McMaster University
DA, St. John's University

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CAMPUS GUIDE

145 College Road, Suffern, New York 10901 • (845) 574-4000

For Information Regarding:

Contact:

Phone:

(When calling 574- numbers from on-campus telephones, dial the last four digits only)

Administration of the College	President	574-4026
Academic Affairs	Vice President	574-4280/4308
Dean of Academic Services		574-4780
Dean of Personal and Professional Development		574-4465
Student Affairs	Vice President	574-4206
Dean of Student Development		574-4206, 574-4307
Admissions		574-4224
Bookstore		574-4752
Cafeteria	Cultural Arts Center	574-4754
Career Counseling	Student Development Center	574-4306
Career Services Center	Career Services Center	574-4216
Child Care Center	Campus Fun & Learn	574-4561
Counseling, Crisis Intervention and Advisement	Student Development Center	574-4306
Credit for Prior Learning	Assessment and Placement	574-4525, 574-4288
Distance Learning		574-4713
Disability Services	Disability Service	574-4541
EMERGENCY	Public Safety	574-4238, 574-4217
English and Math Placement	Assessment and Placement	574-4525
Financial Aid, Scholarships, Loans	Financial Aid Office	574-4282
International Students	International Student Services	574-4527
Internships	Career Services Center	574-4216
Jobs	Career Services Center	574-4149
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Road Directions to Campus		see page 202-203
Payment of Tuition and Fees	Bursar	574-4254
Registration	Records Office	574-4328
Student Activities, Clubs and Organizations	Student Involvement	574-4373, 574-4374
Student Problems/Grievances	Student Affairs	574-4206
Study Abroad		574-4289
Transcripts/Degree Sheets	Records Office	574-4328
Transfer Planning	Student Development Center	574-4303/574-4306
Volunteer Opportunities	Volunteer Placement	574-4394, 574-4373

COMING FROM	DRIVING ON	DIRECTIONS TO THE CAMPUS
Tappan Zee Bridge Nyack Hillburn Sloatsburg Orange County	NY State Thruway	Leave at Exit 14B (Airmont). Turn on Airmont Road (right if coming from south and left if coming from north) which becomes Highview Road. Turn left at 5th stop-light, (or 4th from South) onto College Road. Follow College Road and turn left onto Campus at main entrance.
Haverstraw Stony Point West Point Points North	Rte. 9W or Rte. 202	Take Route 202 West past the Palisades Interstate Parkway. Turn left at 3rd stop-light onto Route 306. Turn right at 3rd stop-light onto Viola Road. Turn left at next stop-light onto College Road. The Campus is the next right.
Geo. Washington Bridge Orangeburg Points South	Palisades Interstate Parkway North	Leave at Exit 9 (NY State Thruway west (toward Albany). Leave Thruway at Exit 14B (Airmont Road) and follow directions as described above.
Sloatsburg Tuxedo Points Northwest	Route 17 South	Leave Route 17 at the New York State Thruway south. Follow directions as described above.
New Jersey	Garden State Parkway	Go west (toward Albany) on NY State Thruway. Leave at Exit 14B (Airmont Road) and follow directions described above.
Nyack Points East	Route 59 West	Pass through Spring Valley, pass by Route 306. Continue on Route 59 and turn right onto College Road, Pass through two stop-lights, continue on College Road and turn left onto the Campus.

How to find your classroom

If you are taking a credit course, look at the four-digit room number given on the course schedule. The first digit identifies the building in which the class meets:

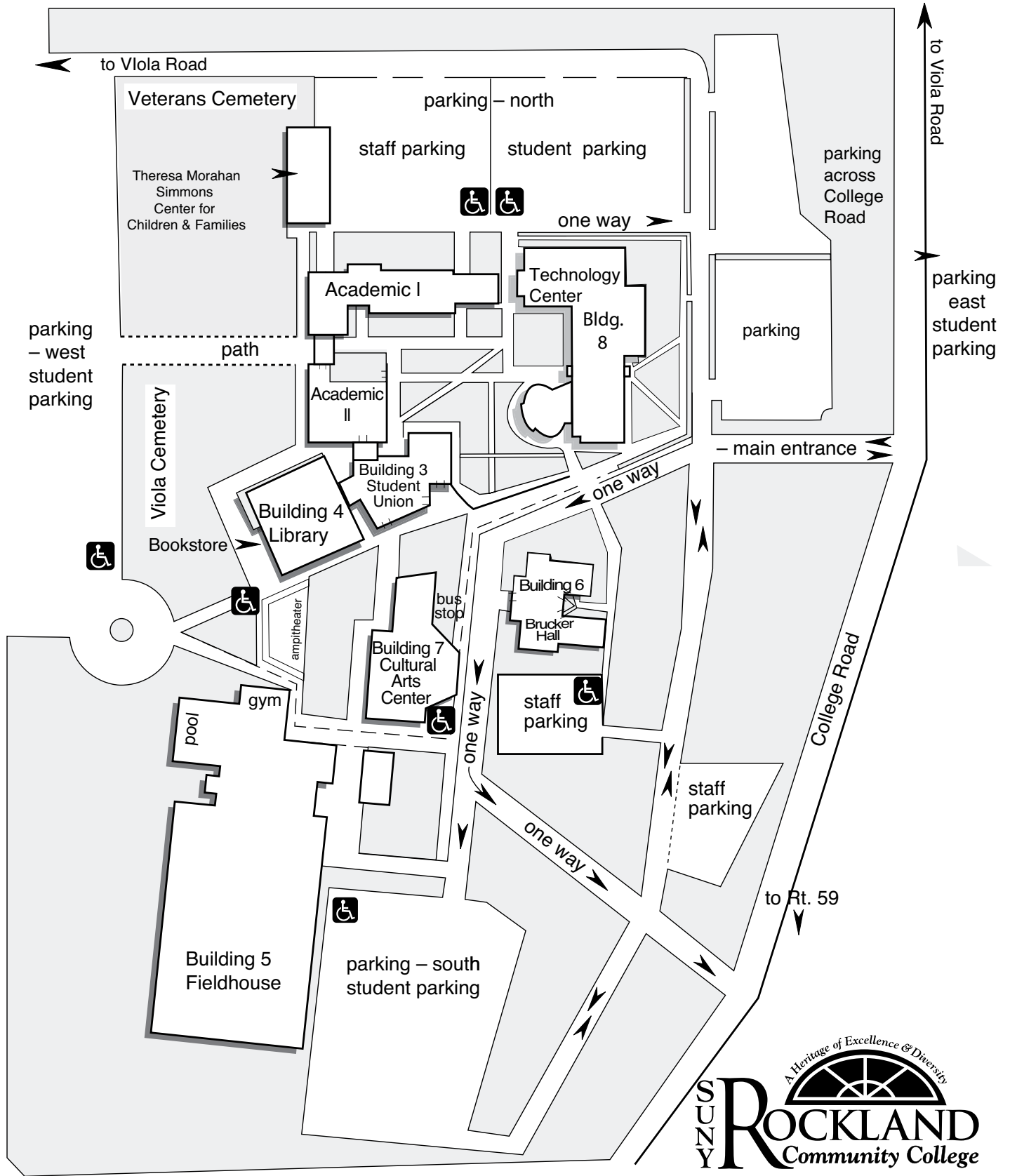
- 1-Academic I
- 2-Academic II
- 3-Student Union
- 4-Library
- 5-Fieldhouse
- 6- Brucker Hall
- 7-Cultural Arts Center
- 8-Technology Center

The second digit identifies the floor the classroom is on. Room 1222, for example, is located in Academic I on the second floor.

Parking

No cost parking is available in designated areas on the Main Campus. Pick up your sticker at the Campus Security Office. Parking at Extension Sites depends on the facilities of the individual neighborhood center.

Main Campus Guide, Map and Directions



 Handicapped parking



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