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ACADEMIC CALENDAR

FALL 2013
Thursday, August 22.........................All faculty report
Monday, August 26........................Credit classes begin
Saturday, August 31.......................No credit classes
Monday, September 2......................Labor Day, College closed
Friday, October 11.........................Midterm grades due
Saturday, October 12.....................No credit classes
Monday, October 14.......................Columbus Day, College is open,
no credit classes
Tuesday, October 15.......................College is open, no credit classes
Wednesday, October 16..................Monday make-up day, day credit classes only
Monday, November 4......................Last day to withdraw from a course with a “W”
Wednesday, November 27................College closes at 5:15 p.m. for Thanksgiving
vacation, no evening credit classes
Thursday, November 28 -
Sunday, November 30..................Thanksgiving vacation, College closed
Friday, December 6.......................Last day to withdraw from all classes with a “W”
Friday, December 13.....................Last day of regularly scheduled day, credit
classes
Monday, December 9 -
Wednesday, December 18..............Day evaluation and exam period
Monday, December 16 -
Wednesday, December 18..............Day block final exams
Wednesday, December 23..............Final grades due

SPRING 2014
Monday, January 6..........................All faculty report
Monday, January 13.......................Credit classes begin
Saturday, January 18.....................No credit classes
Monday, January 20.......................Martin Luther King Jr. Day, College closed
Saturday, February 15...................No credit classes
Monday, February 17.....................Presidents Day, College closed
Tuesday, February 18.....................College is open, no credit classes
Wednesday, February 19................Monday make-up day, day credit classes
Friday, February 28.......................Midterm grades due
Monday, March 10 - Sunday, March 16...Midsemester recess
Monday, March 30.........................Last day to withdraw from a course with a “W”
Friday, April 18.........................Good Friday, College open, classes in session
Saturday, April 19.........................Easter Saturday, snow make-up day for
Saturday credit class
Wednesday, April 30......................Last day to withdraw from all classes with a “W”
Wednesday, May 7.........................Last day of regularly scheduled day credit classes
Thursday, May 1 - Monday, May 12.....Day evaluation and exam period
Thursday, May 8 - Monday, May 12.....Day block final exams
Wednesday, May 14.......................Grades due by 8 p.m.
Thursday, May 15.........................Honors Convocation and Graduation
Friday, May 16............................Last day of faculty obligation
Tuesday, May 20...........................Academic Standards Committee meets
GREETINGS FROM THE PRESIDENT

Your interest in Dutchess Community College reflects your awareness and appreciation of all that DCC has to offer. Our commitment to excellence – fostered by an outstanding faculty, enriching campus environment, more than 60 associate degree and certificate programs and affordable tuition (lowest in the state) – makes a DCC education among the best investments one can make. We have earned a reputation for providing outstanding quality and value – and for opening doors to tremendous opportunities for those who transfer to four-year colleges or enter the workforce.

More students than ever – whether entering directly after high school or continuing their education at a later date – are making DCC their first choice. With day, evening and online classes – and campuses in Poughkeepsie and Wappingers Falls – DCC offers the convenience and flexibility students need. Our newest addition, a suite-style residence hall, provides the perfect option for those who wish to combine the benefits of a DCC education with the experience of living on a college campus. Whether commuting or living on campus, DCC students can save tens of thousands of dollars on their freshman and sophomore classes, when compared with other schools.

Part of the State University of New York (SUNY) system, we’re particularly proud that in SUNY surveys, DCC students consistently give our faculty, staff, facilities and activities high marks for creating an engaging and positive environment. DCC offers state-of-the-art technology, outstanding instructional and laboratory space and other resources important to student success. Our picturesque, sprawling campus is known for its prominently displayed indoor and outdoor artwork, beautiful landscaping and other features that enhance the student experience.

The members of our Class of 2013 are a testament to the wonderful opportunities that await DCC graduates. Those who made DCC part of their four-year college plan continued on to pursue bachelor’s degrees at institutions including Cornell, RPI, Vassar, Marist, Pace, NYU and top SUNY schools. Others were successful in starting careers. Whatever goal you set for yourself is attainable at DCC!

Graduates of DCC become part of a distinguished and accomplished network of almost 40,000 alumni that includes leaders in government, business, health care and the arts, such as a New York State Supreme Court justice, a Pulitzer Prize-winning journalist and a Weather Channel meteorologist. Many of our region’s most prominent community members credit DCC with providing a solid foundation that fostered their personal, academic and professional growth.

Come see why DCC is the college of choice for area students. Our Admissions Office conducts information sessions and tours and is happy to answer questions. Call (845) 431-8010 or visit www.sunydutchess.edu.

I look forward to seeing you on campus!

D. David Conklin, Ed.D.
President
MISSION STATEMENT

The mission of Dutchess Community College is to provide open access to affordable, quality post-secondary education to citizens of Dutchess County and others. As a comprehensive community college, DCC offers college transfer and occupational/technical degree programs, certificate programs, lifelong learning opportunities, and service to the community. The College provides educational experiences that enable qualified students to expand their academic capabilities and further develop thinking and decision-making skills. By providing a full collegiate experience, the College seeks to ensure that all students achieve their individual potential.

INSTITUTIONAL GOALS

The continuing institutional goals of Dutchess Community College have been reviewed by faculty, administration, and trustees of the College. They are as follows:

• To provide courses and programs to prepare students for transfer to four-year colleges and universities, as well as to prepare students for employment.
• To offer educational programs that provide for the acquisition of general knowledge and basic skills supporting opportunities for flexible, lifelong learning.
• To provide non-credit vocational, professional, and self-development courses and programs, and to offer public service activities for the community.
• To provide student support services to help students achieve their individual potential and participate in a full collegiate experience by providing career, academic, and personal counseling.
• To assess the competencies of incoming students and provide an academic experience that will afford all students the opportunity to be successful.
• To maintain a policy of open access supported by outreach efforts to attract a diverse student population and offer continued support to ensure a diverse college community.
• To maintain an environment in which students recognize their social and political responsibilities to the community, the nation, and the world.
• To provide an intellectual and physical environment conducive to inquiry, expression, and learning.
• To promote effective communication that creates and maintains trust and respect within the college community.
• To provide opportunity for participation in college governance by members of the college community.
• To maintain excellence in teaching, learning, and administration by providing opportunities for professional development.
• To continually monitor and evaluate institutional effectiveness.
• To provide the local community with access to college sponsored cultural, intellectual, and recreational activities.
• To encourage a recognition and understanding of personal and cultural differences.

DUTCHESS COMMUNITY COLLEGE
AN OVERVIEW

Dutchess Community College was founded in 1957 and enrolled its first class in 1958. The College is located in the Town of Poughkeepsie in Dutchess County on the east side of the Hudson River, approximately 70 miles north of New York City. It is part of the State University of New York system, one of 30 community colleges within SUNY. A beautiful suite-style residence hall opened in 2012 to meet the needs of students interested in enjoying an on-campus living experience.

The College offers a wide variety of university-parallel programs, as well as career programs in major technical, human service, and business areas. Students may study either part-time or full-time, online or on-campus, and have at their disposal an excellent library, science and computer laboratories, art studios, a field station for the study of environmental problems, and state-of-the-art facilities for a variety of other curricula.

Most important to a college’s learning environment is its faculty. Dutchess Community College’s excellent academic reputation has enabled it to attract outstanding, engaged faculty to campus. Because DCC is primarily a teaching institution, the aim of its faculty is to provide the best possible educational opportunity to all students in all programs. A favorable student/faculty ratio ensures that students will not be just a face in the crowd, as does the faculty’s involvement in the academic advising of students. In sum, Dutchess is a place where students grow and work under the direction of a highly qualified faculty.

The academic services of the College are multi-faceted. Students with a wide diversity of backgrounds and interests are enrolled and are offered a wide range of academic opportunities. The Office of Academic Services, which includes a Learning Center, works to bring the under-prepared student to the point where he or she can successfully complete college-level work. Honors courses are available to those students prepared for more demanding academic challenges.

College academic staff constantly evaluates programs, standards, and courses to make certain that all programs represent current academic, business, and professional practice and are effective and responsive to student needs. Whether your goal is transfer, entry into the job market, personal enrichment, or just the satisfaction of fulfilling intellectual curiosity, you will be able to find an appropriate course of study at Dutchess Community College.

Situated on beautifully landscaped grounds on Pendell
Road in the Town of Poughkeepsie, the main campus consists of approximately 140 acres. The major buildings that make up the main campus are open to students from 7:30 a.m. until 10:00 p.m. during the regular academic year when classes are in session.

Principal facilities include:

**Hudson Hall** provides classrooms, studios, laboratories and faculty offices for the following departments: Behavioral Sciences; English and Humanities; and History, Government and Economics. A deli is located on the first floor.

**The Francis U. and Mary F. Ritz Library** is housed in Hudson Hall and is described in greater detail in the Academic Services section.

**The Orcutt Student Services Center** houses all student services functions, including admissions, academic advising, counseling and career services, financial aid, registrar’s office, student accounts office, office of the Dean of Students, nurse’s office and campus security.

**Taconic Hall** provides classrooms and laboratories for instruction as well as faculty offices in the following areas: Business Department; Behavioral Sciences; and Engineering, Architecture and Computer Technologies.

**New Residence Hall**

DCC is proud to be the first community college in our region to offer on-campus housing, allowing students to combine the quality and affordability of a DCC education with the experience of living away at college.

The fully furnished and spacious suites in Conklin Hall feature large bedrooms; two bathrooms; kitchenette with sink, microwave and refrigerator; and living room. Building amenities include a multi-purpose atrium, lounges on each floor and laundry facilities. Designed for student safety, comfort and convenience, the new residence hall opened in fall 2012 and is located close to academic buildings and adjacent to parking lot D.

For more information on the residence hall visit www.suny dutchess.edu/dorm, email studenthousing@suny dutchess.edu or call (845) 790-3676.

For a map of the campus and parking areas, see the inside back cover of this catalog.
ADMISSIONS AND ENROLLMENT

Enrollment in credit courses at Dutchess Community College is open to all persons whose academic abilities and personal qualifications suggest that they may benefit from college study. Enrollment is determined without regard to the race, color, sex, religion, age, national origin, disability, or sexual orientation of a student.

Students enroll in credit courses at Dutchess Community College for a variety of reasons. Some do so to earn a college degree that is required for entry into a particular career. Some complete a two-year degree for transfer to a four-year institution to earn a bachelor's degree. Others take courses to qualify for promotions, certificates or licenses; to pursue an interest they have in a specific subject field; for general personal enrichment, and simply to try college study.

Full-Time Admissions
A free application form for admission as a full-time student may be found at http://www.sunydutchess.edu/admissions/applynow.html.

Forms also are available by contacting Dutchess Community College's Office of Admissions at (845) 431-8010 or may be obtained from any local high school guidance office.

Applicants from outside the local area may use the more generalized State University of New York (SUNY) application form to apply to Dutchess. There is an application fee for students wishing to use the SUNY application. These applications are available in all state high school guidance offices. Applicants must file a complete set of information as outlined on the application. In order to matriculate at Dutchess Community College (DCC), a student must have earned a high school diploma or equivalency diploma (GED). (Note: An IEP Certificate is not considered a diploma.)

Additional Sites
Accessibility to the College’s programs and services is enhanced through the availability of instructional sites other than the main campus in Poughkeepsie. While the College will offer courses at any acceptable site where a class of students is located, it does have additional locations where courses and services are offered every semester.

An extension site, DCC South is located at:
Hollowbrook Office Park, 31 Marshall Road,
Wappingers Falls, NY 12590
(845) 790-3610 Main Office
(845) 790-3620 EMS Program
www.sunydutchess.edu/aboutthecollege/dccsouth.html

DCC South hosts more than 150 college credit courses with over 350 sections offered annually, serving more than 15% of the College’s enrollment. The site is conveniently located on the Route 9 corridor and is particularly attractive to people who work or live in southern Dutchess and northern Putnam counties. The site has up-to-date facilities that include 21 multi-purpose classrooms, three networked microcomputer laboratories, a science lab, an emergency medical services lab, a learning resource center, as well as an office facility to provide many College services. In addition to the wide variety of credit classes, the site houses the College’s Emergency Medical Services (EMS) programs that include a credit paramedic program and non-credit emergency medical coursework. Regularly scheduled offerings from the Office of Community Services include the GED program, ESL classes, non-credit seminars, and workshops. Non-credit offerings for business, industry and the community also are regularly available at DCC South.

The College also offers credit classes at:
Carmel High School, Fair Street, Carmel, NY

Statement of Limitations: Dutchess Community College recognizes its responsibility and commitment to provide a quality academic experience for those who are able to benefit from attending classes at the College. Thus, within the limits of its resources and facilities, Dutchess Community College is open to all persons who are qualified according to our admission and good standing requirements. In extreme cases, the College may determine that a student may not be qualified to benefit from the College’s programs and activities. When questions of admissibility arise, the final decision rests with the Dean of Student Services and Enrollment Management.

Each student is responsible for knowing the information appearing in this catalog. Failure to read the regulations will not be considered an excuse for non-compliance.