

2024-25 CATALOG



DUTCHESS
COMMUNITY COLLEGE

TABLE OF CONTENTS

Welcome.....	4	Web Administration.....	135
Welcome to the DCC Catalog.....	4	Web Administration for the Cloud.....	137
Policies.....	5	Computer Science.....	139
Policies & General Information.....	5	Computer Science.....	139
Message from the President.....	5	Criminal Justice.....	141
Academic Calendar.....	7	Criminal Justice (Transfer).....	141
Directory.....	9	Criminal Justice - Public and Private Security (CRJ).....	142
About the College.....	11	Public Safety (Microcredential).....	144
Admissions and Enrollment.....	15	Adolescent Education 7-12 with SUNY New Paltz.....	147
Tuition, Fees & Financial Aid.....	23	Adolescent Education (Grades 7-12).....	147
Financial Aid Programs.....	28	Biology (EDB).....	148
Student Services.....	31	Chemistry (EDX).....	150
Student Life.....	34	Earth Science (EDS).....	152
Academic Information.....	39	English (EDL).....	154
Academic Support Services.....	50	History/Social Studies (EDH).....	157
DCC Foundation.....	52	Mathematics (EDM).....	159
Credit-Free and Workforce Development Programs.....	53	Early Childhood and Childhood Education.....	162
Institutional Student Learning Outcomes.....	55	Biology Concentration Advisement Track (EED).....	162
State University of New York.....	56	English or History Concentration Advisement Track (EED).....	164
Accreditation.....	57	Mathematics Concentration Advisement Track (EED).....	167
Statement on Nondiscrimination.....	58	Spanish Concentration Advisement Track (EED).....	169
Personnel.....	59	Early Childhood.....	172
College Faculty.....	59	Child Development Associate Microcredential.....	172
Curriculum Advisory Committees.....	69	Early Childhood (ECH).....	173
DCC Board of Trustees.....	74	Early Childhood Caregiver.....	175
General Program Information.....	77	Engineering Science and Technologies.....	177
SUNY General Education Requirement.....	77	Air Conditioning and Refrigeration Technology (ACR).....	177
Free Elective.....	79	Apprentice Training Program (ATP).....	178
DCC General Education Core.....	80	Electrical Technology.....	180
Minor in Honors Studies.....	82	Engineering Science (Transfer).....	182
Degrees, Certificates and Microcredentials.....	84	Exercise Science and Wellness.....	185
Degrees, Certificates and Microcredentials.....	84	Exercise Science & Wellness Program.....	185
Architecture and Construction Technologies.....	91	Personal Training Certificate.....	187
Architectural Technology.....	91	Sport Nutrition Specialist Certificate.....	188
Construction Technology Management (CNS).....	93	Strength Coach Certification.....	188
Art.....	95	General Studies.....	190
Graphic Design.....	95	General Studies.....	190
Visual Arts (VAT).....	96	Human Services.....	192
Aviation Science.....	99	Chemical Dependency Counseling Certificate (CDC).....	192
Airframe and Powerplant Technician (APC).....	99	Child Care (CHC).....	193
Aviation Maintenance Technician (AMT).....	100	Child Care: Direct Care Certificate (DRC).....	195
Aviation Management (AVM).....	102	Direct Support Professional I.....	196
Aviation Science: Pilot (AVI).....	104	Direct Support Professional I.....	197
Business.....	107	Direct Support Professional II.....	198
Accounting.....	107	Human Services (HMS).....	198
Basic Bookkeeping.....	108	Mental Health Assistant (CMH).....	201
Bookkeeping (BOK).....	109	Liberal Arts & Sciences.....	204
Business Administration (Transfer) (BAT).....	111	Mathematics.....	204
Business Management (BUS).....	113	Science.....	205
Cannabis Retail Management.....	114	Humanities and Social Sciences.....	207
Hospitality and Tourism (HNT).....	115	Medical and Allied Health Technologies.....	210
Paralegal (PAL).....	117	Clinical Laboratory Technician (MLT).....	210
Paralegal Certificate (PLL).....	119	Emergency Medical Technician-Paramedic (PAR).....	212
Small Business Management.....	120	Paramedic Certificate.....	214
Communications and Media Arts.....	123	Phlebotomist Certificate (PDC).....	216
Communication & Media Arts.....	123	Public Health.....	217
Computer Information Systems.....	127	Nursing.....	220
Computer Information Systems.....	127	Nursing (NUR).....	220
Computer Networking (CNC).....	129	Performing Arts.....	223
Computer Support for the Cloud.....	130	Music Performance Certificate (MPC).....	223
Data Analysis Microcredential.....	131	Performing Arts (PFA).....	224
Information Management.....	132	Performing Arts Music Track.....	226
Networking for the Cloud.....	134	Performing Arts Theatre Track.....	228

Courses.....	231	Psychology.....	315
Courses Index.....	231	Reading.....	317
Accounting.....	231	Science.....	318
Air Conditioning.....	232	Spanish.....	318
Allied Health.....	233	Speech.....	319
Aviation Maintenance.....	233	Surveying.....	321
Architectural Technology.....	234	Sustainable Systems.....	321
Art.....	236	Think Ahead Program.....	321
American Sign Language.....	240	Theatre.....	321
Astronomy.....	241	Wellness and Fitness Education.....	323
Aviation Science - Pilot.....	241		
Behavioral Sciences.....	243		
Biology.....	247		
Business.....	249		
Chemical Dependency.....	253		
Child Care.....	253		
Chemistry.....	254		
Computer Information Systems.....	255		
Career and Life Planning.....	258		
Community Mental Health.....	258		
Construction Technology.....	259		
Communications and Media Arts.....	259		
Computer Science.....	261		
Criminal Justice.....	262		
College Skills Math.....	264		
College Study Skills.....	264		
Dance.....	265		
Early Childhood.....	266		
Economics.....	268		
Elementary Education.....	269		
Electrical Technology.....	270		
Emergency Medical Tech Basic.....	272		
English.....	272		
Engineering.....	278		
Engineering Technology.....	280		
Exercise, Sci., Wellness.....	280		
Film Studies.....	281		
French.....	282		
Geography.....	283		
German.....	283		
Geology.....	284		
Government.....	285		
General Studies.....	287		
Health Education.....	287		
History.....	288		
Human Services.....	291		
Humanities.....	291		
Italian.....	292		
Liberal Arts Humanities.....	293		
Liberal Arts Teaching.....	293		
Liberal Studies.....	293		
Mathematics.....	294		
Medical Laboratory Tech.....	297		
Medical Services Occupations.....	298		
Music.....	298		
Nursing.....	304		
Paralegal.....	305		
Paramedic.....	307		
Public Health.....	309		
Phlebotomy.....	309		
Physical Education.....	310		
Performing Arts.....	312		
Philosophy.....	312		
Physical Science.....	312		
Physics.....	314		
Portuguese.....	315		

WELCOME

WELCOME TO THE DCC CATALOG

This comprehensive and powerful resource will help you find detailed information on over [60 academic programs](#) – and hundreds of courses – offered at Dutchess Community College.

Click a program link to see the courses you'll need to complete your degree or certification. Read or download the course descriptions. Learn about the prerequisites for each course and when and where they'll be offered.

We've also included a section on College [policies and general information](#) to help you through the admissions process, secure financial aid opportunities and enhance your learning experience.

Information is accurate as of August xx, 2024, unless otherwise noted.

Printable PDF Version

[Click here to download a PDF of the entire 2023/2024 print catalog.](#) *(To open the PDF files, you may need to [download](#) a free copy of Adobe Acrobat Reader.)*

To view and print just the course listings, click the "PDF" button on the top right of each course page.

Or you can choose to view or print all [course descriptions](#).

Student Responsibility

Students are responsible for reviewing, understanding, and abiding by the College's regulations, procedures, requirements and deadlines as described in official publications. This includes, by way of example only, this course catalog, the Student Code of Conduct and class schedules. Questions regarding any of these should be directed to the [Dean of Students](#) or [Office of Instruction & Learning](#).

Please note that some classes may not be offered every semester.

This online catalog is updated on a regular basis and pertains to credit offerings only. [Historical versions are archived each year.](#)

POLICIES

POLICIES & GENERAL INFORMATION

The following information on academic policies and procedures is provided to assist students in attaining their academic goals as effectively as possible. Students should seek the advice of a counselor or faculty advisor if they have questions about the regulations and procedures stated in this website or any other section of the College catalog.

- [A Message from the President](#)
- [Academic Calendar](#)
- [Campus Directory](#)
- [About the College](#)
- [Admissions & Enrollment](#)
- [Tuition, Fees, & Financial Aid](#)
- [Financial Aid Programs](#)
- [Student Services](#)
- [Student Life](#)
- [Academic Information](#)
- [Academic Support Services](#)
- [DCC Foundation](#)
- [Credit-Free & Workforce Programs](#)
- [Board of Trustees](#)
- [Faculty](#)
- [Curriculum Advisory Board](#)
- [State University of New York](#)
- [Accreditation](#)
- [Statement on Nondiscrimination](#)

MESSAGE FROM THE PRESIDENT

Welcome to Dutchess Community College, and thank you for taking the time to learn more about us and the various ways we can help you achieve your personal, academic and professional goals.

We think DCC is the perfect answer – whether you’re straight out of high school, been in or out of the job market for some time, want to sharpen your career skills or take a class for the fun of it. Either way, you’ll find the answer here among DCC’s over 60 degree, certificate and microcredential programs. We can connect you with a host of career and transfer paths, foster the skills and mindset you will need for success in your chosen field – whatever that might be. We take great pride in creating inclusive spaces, whether on campus or online, so that you can thrive academically, socially and culturally. And now, with new programs in aviation maintenance technician, hospitality and tourism, and the addition of two new locations – DCC @ Fishkill and DCC @ HVR Airport – we are in an even better position to serve you and the workforce needs of Hudson Valley residents and beyond.

Our network of support services offers programs to keep you on the road to graduation. Tap free tutoring services in all subject areas, including math, science and chemistry, or hone your skills through our Writing Center. Through the well-resourced Francis U. and Mary F. Ritz Library, gain access to digital and print academic resources. Take advantage of the many services available to help you achieve your full potential. The Academic, Career and Transfer Center (ACT) takes a uniquely holistic approach to advisement, starting with helping you choose a major and designing an achievable academic plan.

The robust campus social and cultural life is sure to fuel your interest and help develop those essential skills that will serve you well in more advanced studies and/or your career. Student Government. Guest Speakers. Athletics and Esports. Plays. Concerts. We even have an art gallery that features the work of our talented students and faculty. Perhaps you’re looking for a residential experience. We offer five supportive living-learning communities that integrate DCC’s rich academic and co-curricular learning environment to help you develop intellectually and socially.

With a long history of producing successful graduates, DCC’s 50,000+ alumni follow their passions, build outstanding careers and become exceptional leaders and innovators in their fields. Our graduates include politicians, authors, teachers, financial leaders, attorneys, architects, doctors and nurses. And they work for some of the nation’s most prominent organizations and companies: IBM, NASA, Amazon, Disney, Google and Morgan-Stanley, to name a few.

If you’re not sure about what you want to study or pursue as a career, we can help you find your passion. If you know what you want to be or do, we can help you reach that goal faster.

We are committed to your education.

We are committed to your growth.

We are committed to your success.

And we'd love the chance to offer you the DCC experience.

Our admissions professionals are on standby – to answer questions, show you around campus and get you started on your personal and professional journey. Drop them a line at admissions@sunydutchess.edu or call (845) 431-8010.

Remember, when you join DCC, you become part of a rich, inclusive and supportive college network. This learning community involves county officials, community leaders, donors, trustees, legislators, alumni, students, staff, faculty, and the state of New York. We're all rooting for you!

Good luck with your studies and I can't wait to see you in the classroom and around campus.

Sincerely,

Peter Grant Jordan, Ed.D.
President

ACADEMIC CALENDAR

Fall 2024

Thursday, August 22	Faculty obligation begins
Monday, August 26	Credit Classes begin
Saturday, August 31	No Saturday credit classes
Monday, September 2	Labor Day, College closed
Friday, October 11	Midterm grades due by 5 p.m.
Saturday, October 12	No Saturday credit classes
Monday, October 14	Columbus Day. No credit classes. College is open.
Tuesday, October 15	Monday make-up day, day and evening classes
Friday, November 8	Last date to withdraw from a course with a "W"
Wednesday, November 27	Thanksgiving Recess begins. No credit classes. College is open.
Thursday, November 28 - Sunday, December 1	Thanksgiving recess. No credit classes. College is closed.
Saturday, December 7	Last day of regularly scheduled classes
Saturday, December 14	Last day of the semester
Thursday, December 18	Grades due by noon

Winter 2024/25

Thursday, December 19	Credit classes begin
Wednesday, December 25	Christmas observed. College closed.
Wednesday, January 1	New Year's Day, College Closed
Monday, January 6	Deadline for withdrawal with a "W"
Thursday, January 9	Last day of classes
Friday, January 10	Grades due by noon

Spring 2025

Monday, January 13	Faculty obligation begins
Monday, January 20	Martin Luther King Day, College is closed
Tuesday, January 21	Credit classes begin
Saturday, February 15	No Saturday credit classes
Monday, February 17	President's Day, College is closed
Tuesday, February 18	Monday make-up day, day and evening classes
Friday, March 14	Mid-term grades due by 5 p.m.

Policies

Monday, March 17 - Sunday, March 23	Mid-semester recess
Friday, April 11	Last date to withdraw from a course with a "W"
Tuesday, May 6	Last day of regularly scheduled credit classes
Wednesday, May 7 - Tuesday, May 13	Day and evening assessment and exam period (all courses must meet on the day/time provided on the Final Exam Schedule)
Friday, May 15	Grades due by noon
Thursday, May 16	Commencement ceremony
Thursday, May 16	Faculty obligation ends

Summer 2025

First Six-Week Summer Session

Tuesday, May 20	Classes begin
Monday, May 26	Memorial Day, College closed
Monday, June 16	Last day to withdraw from a class with a W
Thursday, June 19	Juneteenth, College closed
Thursday, June 26	Last day of first six-week summer semester
Monday, June 30	Grades due by noon

Second Six-Week Summer Session

Monday, July 7	Classes begin
Thursday, July 31	Last date to withdraw from a course with a W
Tuesday, August 12	Last day of second six-week summer session
Thursday, August 14	Grades due by noon

Full Twelve-Week Summer Session

Tuesday, May 20	Classes begin
Monday, May 26	Memorial Day, College closed
Thursday, June 19	Juneteenth, College closed
Monday, June 30 - Sunday, July 6	Independence Day recess, no classes
Friday, July 4	Independence Day, College closed
Monday, July 21	Last date to withdraw from a course with a W
Tuesday, August 12	Last day of full summer session
Thursday, August 14	Grades due by noon

DIRECTORY

Office-Building / Room	Phone (845)
Admissions – S 101	431-8010
Registrar – S 201	431-8020
Allied Health and Biological Sciences – W 310	431-8310
Behavioral Sciences – H 403K	431-8340
Business, Aviation and Construction Professions – T 305	431-8370
English and Humanities – H 408	431-8430
History, Government and Economics – H 403E	431-8510
Mathematics and Computer Science – W 110	431-8550
Nursing – C 212	431-8570
Performing, Visual Arts and Communications – W 010	431-8610
Physical Sciences, Engineering and Technology – W 210	431-8537
Academic Housing	790-3676
Accommodative Services – S 103	431-8055
Academic, Career and Transfer (ACT) Center – S 301	431-8600
Art Gallery – W 150	431-8610
Black Box Theatre – D 202	431-9540
Bookstore – D 220	431-8080
Business Office – B 205	431-8064
Educational Opportunity Program (EOP)	431-8037
TRiO Student Support Services	431-8509
Counseling Services – S 303	431-8040
CSTEP	431-8089
Day Care Center	431-8085
DCC Foundation – B 103	431-8400
Instruction & Learning – B 210	431-8965
James and Betty Hall Theatre – D 2nd Floor	431-8050
Health Office – S 110	431-8075
Help Desk – C 130	431-8000 ext. 4357 (HELP)
Library – H 2nd and 3rd Floors	431-8630
Security – S 114	431-8070
Student Activities – D 201	431-8050
Student Financial Services – S 202	431-8060
Student Services – S 304	431-8970

Policies

Writing Center – H 503	431-8095
Workforce Development & Continuing Education – B 220 & 223	431-8900

KEY:

B – Bowne Hall

C – Center for Business and Industry

D – Dutchess Hall

F – Falcon Hall

H – Hudson Hall

S – Jack and Llelanie Orcutt Student Services Center

T – Taconic Hall

W – Allyn J. Washington Center for Science and Art

ABOUT THE COLLEGE

About the College

Where Community Meets Opportunity

Mission, Vision, & Values

Mission

Dutchess Community College offers access to a broad range of learning opportunities and experiences to meet the educational needs of a diverse community.

Vision

We empower our community to achieve their intellectual, economic and creative capacities to contribute as informed and engaged members of our society.

Values

Excellence, Collaboration, Engagement, Equity, Innovation

About DCC

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. 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.

Statement on Nondiscrimination

Dutchess Community College (DCC) is committed to the principle of equal opportunity in education and employment and does not engage in unlawful discrimination based on an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence or dating violence victim status, or criminal conviction in the execution of its educational programs, activities, employment, daily operations or admission policies, in accordance with all applicable federal, state and local laws. These laws include the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 as Amended by the Equal Employment Opportunity Act of 1972, and the New York State Human Rights Law.

Employees, students, applicants or other members of the College community (including but not limited to vendors, visitors, and guests) may not be subjected to harassment that is prohibited by law, or treated adversely or retaliated against based upon a protected characteristic. The College will not tolerate any form of sexual harassment including sexual assault, sexual violence, and sexual misconduct. It is therefore the responsibility and obligation of all members of the College community to report and or to assist others in reporting incidents of sexual harassment. All members of the College community are expected to cooperate and assist in investigations related to such incidents.

DCC's Title IX Coordinator oversees the investigation of claims of violations of the College's policy of non-discrimination and prohibition of sexual harassment and assault.

Reporting

Reports of violations and or inquiries regarding the application of Title IX and other laws, regulations and policies prohibiting discrimination may be directed to:

Title IX Coordinator
Dutchess Community College
53 Pendell Road, Poughkeepsie, NY 12601
Email: TitleIX@sunydutchess.edu

Alternatively, reports or inquiries may be directed to:

The Office of the Dean of Student Services and Enrollment Management
SSC, Room 304
Dutchess Community College
53 Pendell Road, Poughkeepsie, NY 12601
(845) 431-8974

Inquiries or complaints regarding the College's procedures and compliance with applicable laws, statutes, and regulations may also be directed to:

United States Department of Education's Office for Civil Rights
32 Old Slip 26th Floor
New York, NY 10005-2500
(646) 428-3800
OCR.NewYork@ed.gov

400 Maryland Avenue, SW
Washington, DC 20202-1100
Customer Service Hotline: (800) 421-3481 TDD (877) 521-2172
OCR@ed.gov
<http://www.ed.gov/ocr>

The College Campus

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 p.m. during the regular academic year when classes are in session. For a [map of the campus and parking areas, click here](#).

The Allyn J. Washington Center for Science and Art houses state-of-the-art science, mathematics and art classrooms, and faculty offices for the Allied Health and Biological Sciences, Mathematics, Physical and Computer Sciences and Visual Arts departments. The Center also is home to the Mildred I. Washington Art Gallery.

Bowne Hall houses the Office of the President, the Office of Instruction & Learning, the Business Office, the Office of Marketing & Communications and the DCC Foundation. It also is home to the Office of Workplace Development & Continuing Education, which provides non-credit classes as well as training programs for business.

Center for Business and Industry provides classroom and laboratory space for the computer information systems program and the nursing program, as well as two large television studios and other production facilities for the communications and media arts program. Also included are the Telecommunications and Instructional Media Department and Information Systems Office and the Help Desk.

Drumlin Hall houses the College's dining facilities, which include the Louis Greenspan Dining Room and the Handel Family Dining and Conference Room.

Dutchess Hall contains the Office of Student Activities, the Student Government Association office, the Francis U. Ritz Lounge and the James and Betty Hall Theatre. It also has classrooms, practice rooms, and offices for the Department of Performing, Visual Arts and Communications. The College Bookstore, offering textbooks, educational supplies and selected merchandise, also is housed in Dutchess Hall.

Falcon Hall contains classrooms, the gymnasium, a dance studio, the Phil Arnold Fitness Center and other activity areas designed for health and physical education instruction.

Hudson Hall provides classrooms, studios, laboratories and faculty offices for the following departments: Behavioral Sciences; English and Humanities; and History, Government and Economics.

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 offices, including Admissions, the ACT Center (academic advising), Counseling, the Registrar, Student Financial Services, Office of Enrollment and Student Success, Health Center and Campus Security.

Taconic Hall provides classrooms and laboratories for instruction as well as faculty offices in the following areas: Business, Aviation and Construction Technologies; Behavioral Sciences; and Engineering Technology.

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. A new, state-of-the-art extension site, DCC @ Fishkill, is located at the intersection of Route 9 and Interstate 84 at 461 Route 9, Fishkill. The site is particularly attractive to people who work or live in southern Dutchess and northern Putnam counties. Additionally, DCC @ HVR Airport, located on the busy Hudson Valley Regional Airport, offers an immersion experience in a state-of-the-art Aviation Education Center for students enrolled in DCC's aviation programs. Finally, DCC @ The Partnership, located at the Family Partnership Center on North Hamilton Street in the City of Poughkeepsie, offers convenient access to essential services like ESL classes and high school equivalency programs.

On-Campus Housing

DCC is proud to be the only 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, contemporary 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 residence hall is located close to academic buildings and adjacent to parking lot D.

Students from counties other than Dutchess and Putnam must have a high school average of at least 75. Those who do not meet the academic requirements may attend DCC but not live on campus until completing at least one full-time semester and demonstrating satisfactory progress. Students transferring from another college must have a 2.0 GPA to be considered for housing.

For more information please visit www.sunydutchess.edu/housing, email academichousing@sunydutchess.edu or call (845) 790-3676.

Smoking Policy

Dutchess Community College is a smoke- and tobacco-free campus. Smoking is prohibited in all College buildings and on all College grounds. The policy applies to any cigarette, e-cigarette, cigar, pipe, or other device that emits toxic smoke or vapors. The policy applies to all College employees, students, visitors and vendors, and all College personnel have shared responsibility for enforcing the policy.

State University of New York

The State University's 64 geographically dispersed campuses bring educational opportunity within commuting distance of virtually all New York citizens and comprise the nation's largest, centrally managed system of public higher education.

When founded in 1948, the University consolidated 29 state-operated, but unaffiliated, institutions. In response to need, the University has grown to a point where its impact is felt educationally, culturally and economically throughout the state.

Nearly 400,000 students are pursuing traditional study in classrooms or are working at home, at their own pace, through Empire State College, whose students follow individualized and often non-traditional paths

to a degree. Of the total enrollment, more than 100,000 students are 24 years or older, reflecting State University's services to specific constituencies, such as refresher courses for the professional community, continuing educational opportunities for returning service personnel and personal enrichment for more mature persons.

State University's research contributions are helping to solve some of modern society's most urgent problems. It was a State University scientist who first warned the world of potentially harmful mercury deposits in canned fish, and another who made the connection between automobile and industrial exhaust combining to cause changes in weather patterns. Other University researchers continue important studies in such wide-ranging areas as immunology, marine biology, sickle-cell anemia and organ transplantation.

More than 1,000 public service activities are currently being pursued on State University campuses. Examples of these efforts include special training courses for local government personnel, state civil service personnel and the unemployed; participation

by campus personnel in joint community planning or project work and campus- community arrangements for community use of campus facilities.

A distinguished faculty includes nationally and internationally recognized figures in all the major disciplines. Their efforts are recognized each year in the form of such prestigious awards as Fulbright-Hays, Guggenheim and Danforth Fellowships. The University offers a wide diversity of what are considered the more conventional career fields, such as business, engineering, medicine, teaching, literature, dairy farming, medical technology, accounting, social work, forestry and automotive technology. Additionally, its responsiveness to progress in all areas of learning and to tomorrow's developing societal needs has resulted in concentrations which include pollution, urban studies, computer science, immunology, preservation of national resources and microbiology.

SUNY programs for the educationally and economically disadvantaged have become models for delivering better learning opportunities to a once-forgotten segment of society. Educational Opportunity Centers offer high school equivalency and college preparatory courses to provide young people and adults with the opportunity to begin college or to learn marketable skills. In addition, campus-based Education Opportunity Programs provide counseling, developmental education and financial aid to disadvantaged students in traditional degree programs.

Overall, at its EOC's, two-year colleges, four-year campuses and university and medical centers, the University offers 3,600 academic programs. Degree opportunities range from two-year associate programs to doctoral studies offered at 12 senior campuses.

The 30 two-year community colleges operating under the program of State University play a unique role in the expansion of educational opportunity. They provide local industry with trained technicians in a wide variety of occupational curriculums, and offer transfer options to students who wish to go on and earn advanced degrees.

During its brief history, State University has graduated more than 1 million students, the majority of whom are pursuing their careers in communities across the state.

State University is governed by a Board of Trustees, appointed by the governor, which directly determines the policies to be followed by the 34 state-supported campuses. Community colleges have their own local boards of trustees whose relationship to the SUNY board is denied by law. The state contributes one-third to 40 percent of their operating cost and one-half of their capital costs.

For more information about SUNY visit www.suny.edu.

Accreditations

Dutchess Community College is accredited by the Middle States Commission on Higher Education. It is a member of the American Association of Community Colleges, the International/ Intercultural Consortium of the AACCC, and a founding member of the Association of Colleges of the Mid-Hudson area. Its curricula are approved by the State University of New York and registered by the State Education Department.

Academic Program Accreditations

- Nursing: The Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, (404) 975-5000
- Clinical Laboratory Technician: National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL, 60018; (773)714-8880
- Emergency Medical Technician-Paramedic: Commission on Accreditation of Allied Health Education Programs (9355 -113th St. N, #7709, Seminole, FL 33775-7709, www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) (8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088; (214) 703-8445, www.coaemsp.org.)

The College is authorized to award certificates, and the Associate in Arts, Associate in Science, and Associate in Applied Science degrees as established by the Board of Regents of the University of the State of New York.

The College is approved for recipients of New York State Scholarships for Veterans' training.

The Louis Greenspan Day Care Center is accredited by the National Association for the Education of Young Children (NAEYC) (1313 L St. NW, Suite 500, Washington, DC, 20005; (202) 232-8777, www.naeyc.org.)

For additional information about actions and approvals by the Middle States Commission on Higher Education, please see <https://www.msche.org/institution/0305/>.

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 or simply to try college study.

Types of Enrollment

Two sets of terms, "full-time and part-time," and "matriculated and non-matriculated," are commonly used to describe a student's status at Dutchess. It is important for students to understand the meaning of the terms and how they may affect their enrollment.

Full-Time/Part-Time

The number of credit hours of study in which a student is enrolled as of the end of the third week of classes within a given semester determines whether a student is full-time or part-time. A student who is enrolled in 12 or more credits at that time in the fall or spring semester is considered full-time. A student enrolled in 11 or fewer credits is a part-time student. For students enrolled in non-credit courses, the equivalent credit hours of the courses are used in determining full- or part-time status. However, students should not confuse non-credit/credit equivalent courses with non-credit continuing education courses offered by the Office of Workforce Development and Continuing Education.

All students enrolled in the summer terms are considered by the College to be part-time, even if their combined credit hours of study from all the summer sessions total 12 or more. Students are not permitted to take more than seven credits during each summer session and the maximum total credits allowed during summer sessions is 14. Non-degree seeking students are allowed to take a maximum of 11 credits during the summer semester.

Students may change their status from full- to part-time or part- to full- time from one semester to the next. See the requirements for student status changes listed in this catalog and check registration directions for the semester in question.

Students may enroll in day, evening or online courses, regardless of whether they are full-time or part-time students.

Matriculated/Non-Matriculated

To be matriculated means you are seeking a degree at Dutchess Community College and have officially chosen and been accepted into a specific program of study at the College. You must be matriculated in order to enroll full time, be eligible for various types of financial aid, to receive an official transfer credit evaluation, or to take proficiency examinations. You must be a full-time, matriculated student to live on campus.

In order to enter as a matriculated student, an applicant must present an official high school transcript showing proof of graduation from an accredited high school or a high school equivalency diploma (HSE). In addition to showing proof of graduation, transfer students should submit transcripts of all colleges attended prior to DCC. In addition, and if applicable, students should submit AP scores, SAT scores and ACT scores as well.

Students with a high school degree from a foreign institution will need to have their transcript evaluated by a NACES (National Association of Credential Evaluator Services) accredited organization. Visit naces.org for more information.

Home-schooled students who submit the necessary documentation demonstrating compliance with the minimum requirements of the home instruction regulations, and who have been granted a letter of substantial equivalency from their local school district, will be considered for admission in the same manner as a high school graduate.

Full and Part-Time Matriculated Admissions

A free application form for admission as a full or part-time matriculated student may be found at www.sunydutchess.edu/apply. Forms also are available by contacting Dutchess Community College's Office of Admissions at (845) 431-8010.

Applicants from outside the local area may use the 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.

In order to matriculate at Dutchess Community College, a student must have earned a high school diploma or equivalency diploma. (Note: An IEP Certificate or CDOS Credential is not considered a diploma.)

Part-Time Non-Matriculated Admissions

Part-time students who wish to take courses but who have not yet decided to enroll in a specific curriculum should simply register for their desired courses during the open registration period, assuming they meet any course prerequisites. Students should matriculate into a program of study by the time they have completed 15 credits.

Time to Apply

The College will accept and review applications for matriculation at any time. However, students wishing to be admitted in the fall are strongly urged to submit their applications by the preceding June 1, while those wishing to enter in January should submit their applications by the preceding November 1. Students who wish to live in the residence hall should apply as early as possible.

Applicants who are residents of Dutchess and Putnam counties will be given preference in enrollment in high-demand curricula if they meet all stated admissions requirements.

When all application data has been received and evaluated, applicants for matriculation will be notified of their admissions status.

Procedures

Full-time and Part-time Matriculated (Degree-seeking) Students:

1. Complete the Admissions Application: Available online at www.sunydutchess.edu/apply.
2. Request transcripts: Request that your high school transcript, GED or HSE scores, AP scores, DD214 (for veterans), and/or college transcripts be sent to the Dutchess Community College Admissions Office electronically (PDF only, to admissions@sunydutchess.edu or from a third-party vendor like Parchment or Scoir) or via mail. All transcripts must be sent directly from the high school or college in order to be official.
3. Apply for Financial Aid: Students wishing to be considered for financial aid must complete the Free Application for Federal Student Aid (FAFSA). New York state residents also should complete the Tuition Assistant Program (TAP) application and the Excelsior Scholarship application.
4. Academic Placement: To ensure academic success in college, new students may be required to take a placement test. Students may be exempt from portions of the placement test based on high school and/or college transcripts, and SAT or ACT scores. If pursuing a Nursing degree, a Biology placement test may be required. Do not take any placement tests until DCC has reviewed all your transcripts, as testing may not be required. For information about DCC placement testing, sample test questions and the current testing schedule, visit www.sunydutchess.edu/testing or call (845) 790-3733.
5. Submit Immunization/Vaccination records: Students who were born after January 1, 1957 must submit proof of immunity to measles, mumps and rubella in order to attend classes.
6. Apply for Housing (if applicable).
7. Register for Classes: Once you have submitted the appropriate paperwork and met the placement and immunization/vaccination requirements, you will be provided with registration information.
8. Make Payment Arrangements: After signing up for classes, be sure to make payment arrangements to secure your schedule. All NYS residents are required to prove their residency to be charged in-state tuition. If you do not make any arrangements, you run the risk of being dropped from your class(es).

A matriculated student returns to non-matriculated status if he/she is academically dismissed or misses two or more consecutive semesters or when he/she graduates. Graduates desiring to return to matriculated status, or students who have had a break of two or more consecutive semesters (excluding summer and winter) should apply for re-admission to the College in the Admissions Office.

Placement Testing - Registration

To ensure academic success in college, it is important that full-time and part-time students are placed in classes that are consistent with their current level of academic ability. To achieve accurate placement, incoming students may be required to take a placement test, which is used to evaluate a student's preparedness for college-level level mathematics, English and biology. Students should only test for math and English placement upon referral from an Advisor, Admissions, and/or faculty. For information about placement based on scores, please review the guide below.

Placement Testing - Exemptions

Students are exempt from taking the College's writing placement test and can register for ENG101 if they have done the following (excluding ENL/ESL students):

- Successfully completed a College-level English class, or
- Have an overall high school GPA of 78 or better (graduated within five years of application) and passed the NYS English Regents (if NYS resident), or
- Earned a score of 78 or better on the NYS English Regents Exam, or
- Earned a score of 29 or higher on the SAT Writing section administered after March 1, 2016, or
- Earned a score of 500 or better on the SAT English exam prior to March 2016, or
- Earned a 22 or better on the ACT English exam.

- Earned a score of 580 or better on the TASC exam.

Students who do not place into English 101 may be placed into lower-level English courses based on their high school records. Students may have the option to take a placement test if they wish to try to improve their English course placement.

Students who have taken ENL/ESL courses at any time in high school may be required to take the ESL placement test to determine appropriate English course placement.

Math course placement is determined using multiple measures from students' past academic performance. Refer to the Math Course Placement Table at <https://www.sunydutchess.edu/around-campus/student-services/testing/placement-tests/>.

Students with a New York state high school transcript may be placed into college-level math courses on the basis of their grades on their Math Regents test scores. The math placement test exemption does not apply to students without a New York state high school transcript, or whose math Regents or SAT/ACT scores are older than 2.5 years. Students may choose to take the placement test, even if exempt, in order to place at a higher level.

Students in need of testing accommodations should receive prior approval from the Office of Accommodative Services. Contact them at (845) 431- 8055 for information regarding documentation requirements. Testing accommodations must be approved by the Office of Accommodative Services prior to scheduling placement tests. Accommodations are not retroactive. Students who opt to take placement tests without their accommodations are not eligible to re-test with accommodations.

On-Campus Housing Admissions Requirements

New housing applicants must submit a high school transcript. Students from counties other than Dutchess and Putnam must have a high school average of at least 70 (or a minimum TASC score of 2800) to be eligible to live in Academic Housing. Students who have less than the required high school average and reside within Dutchess or Putnam will be evaluated for housing eligibility on an individual basis. Students transferring from another college must submit all previous college transcripts and demonstrate a cumulative GPA of 2.0 or higher. Transfer students who have less than the required GPA and reside within Dutchess or Putnam will be evaluated on an individual basis. Questions about transcripts should be directed to the Admissions Office at (845)431-8010 or admissions@sunydutchess.edu.

Importance of Advance Registration

Each semester, enrolled students are sent information and directions regarding advance registration. Advance registration for the spring semester usually begins in October, and advance registration for the fall semester begins usually in April. Students should register as early as possible since the most desired classes fill to capacity quickly. Once classes are closed, students may not appeal to faculty to join closed classes. They can select another available section or add themselves to the waitlist.

Students desiring to become candidates for degrees or certificates in specific programs (desiring to matriculate) should follow the directions in the section, "Types of Enrollment."

Waitlisting

Waitlisting is a feature in Banner that allows a student to get in virtual line on a Waitlist for courses that are closed. This automated process notifies a student via their myDCC email, that a seat has opened and will give them a certain amount of time to register for the course before the seat will be released to the next student on the waitlist.

Preferred/Chosen Name

DCC recognizes that some members of our college community wish to use a first name other than a legal first name to identify themselves. As long as the use of this different first name is not for the purpose of misrepresentation, the college will utilize the Preferred/Chosen First Name for Brightspace, Starfish, Degree Works and your college email address. You may also have your preferred/chosen name appear on your student ID card.

Your legal first name will appear on all other College records and documents. A student's legal name will remain unchanged in all other College related systems. For more information go to <https://www.sunydutchess.edu/academics/resources/registrar/policies/preferred-name/faqs.html> or email registrar@sunydutchess.edu.

Development to accommodate use of a preferred/chosen name in College systems is ongoing. Not all College information systems, databases, and processes may be able to display a preferred/chosen name and many uses of an individual's name require display of the legal name; therefore, individuals who utilize a preferred name should always be prepared to reference their legal name and provide corresponding identification when necessary. A preferred/chosen name designation is not a legal name change.

Legal Name Change

Students who wish to change their legal name can obtain the Student Change of Information form in the Registrar's Office. In order to change your legal name, you must show official proof of the new name. Acceptable documentation is: Driver's License, Court Order, Marriage Certificate, Social Security Card, Divorce Decree, US Military ID or any other court papers for a legal change of name.

Programs for Students Requiring Additional Academic Preparation

Full Opportunity Program

Dutchess Community College participates in the Full Opportunity Program of the State University of New York. Under this plan the College guarantees "... to applicants residing in Dutchess County who graduated from school within the prior year and to applicants who are high school graduates and were released from active duty with the Armed Forces of the United States within the prior year ..." acceptance for matriculation in an appropriate program.

Admission under the Full Opportunity Program, however, does not guarantee that students will be able to complete the curriculum to which they have applied in two years of full-time study. The number of applicants in a given program or applicants' academic backgrounds may require that students take five or more semesters to complete degree requirements.

The College reserves the right to make final decisions regarding all applicants. Those applicants who do not reside in Dutchess County may not be accepted for matriculation in a curriculum where a shortage of space for applicants from Dutchess County exists.

Early Admissions/Bridge Program

Certain public high school and homeschool students may benefit, either educationally or vocationally, by beginning college study earlier than the traditional college entry age. Dutchess provides an Early Admissions/Bridge program offering study in individual courses or in a selected college curriculum. We offer full or part-time options, based on the student's needs and academic abilities.

Both full and part-time Early Admissions students must agree to have the College send their mid-term and final grades to their respective high schools.

Early Admissions students and their parents need to be aware that the Early Admissions program is not designed to function as an alternative to high school. The program is intended for students who possess above average high school grades and maturity, and desire to begin their college studies prior to graduating from high school.

Early Admissions applicants are not eligible for any type of financial aid, including student loans, or college athletics. Early Admissions applicants are not guaranteed admission. Decisions whether to accept high school students as full-time matriculants, as part-time non-matriculants, or to deny enrollment will be based on a review of all application credentials, including the high school counselor's and teacher's recommendations.

Full-time Early Admissions Program

Applicants for the Full-Time Early Admissions program must have completed 11th grade and submit an Early Admission application, with parent and the high school counselor approval. This process will indicate the high school's appraisal of the early admission applicant and an understanding of how DCC courses will be used in the student's high school program. This approval is required for every semester a student is enrolled. This [application is available here](#).

Full-time applicants for early admission generally have a high school average of at least 85 and must place into ENG 101 for consideration. Courses taken as part of this program typically transfer back to the high school to meet graduation requirements.

Students should begin the Early Admissions process by consulting with their high school guidance office, early in the spring of their junior year. The application deadline for full-time enrollment in the Early Admissions program is August 1 for the fall semester and December 1 for the spring.

Part-time Early Admissions Program

Applicants for the Part-Time Early Admissions program must have completed the 10th grade or be at least 16 years of age to be eligible and should indicate the ability to advance with other college students enrolled in the same curriculum.

High school students may attend DCC on a part-time basis as follows: The student must submit the online Part-Time Early Admissions Application form. [This form is available here](#) and the process requires the approval of both the high school guidance counselor (or principal) and the parent. This approval is required for every semester a student is enrolled. It is important for early admissions students to understand that they must have the prerequisite knowledge for the course(s) they undertake. This may include a satisfactory score on the placement test for entry into college-level English or math courses.

Admission with Advanced Standing (Transfer Credits)

In addition to completing the regular forms issued to all matriculating students, applicants who have studied at other colleges must have official transcripts from all colleges previously attended sent to the Office of Admissions.

Please note that once an official transcript (college or high school transcript/ high school equivalency) is submitted to us it cannot be released back to the student or any other agency.

DCC only transfers in credits that are applicable to the student's current degree program and that were earned at a regionally accredited institution (e.g. Middle States Association). To have a course accepted as transfer for an equivalent to an existing DCC course, the course content, learning outcomes, and length/time of instruction of the course will be the primary determining factors to its transferability.

Credits earned at other colleges will be evaluated in keeping with the requirements of the Dutchess curriculum to which a student is applying. Credit will be granted only for courses applicable to the desired curriculum. For students who have earned a bachelor of arts or science degree or a more advanced degree, every effort is made to award advanced standing credit for required general education courses in the Dutchess degree.

A degree candidate may receive up to 40 applicable semester hours of credit through direct transfer of credits from other colleges, and/or through proficiency tests, and/or credit for learning through life experience, but these methods of earning credits will have no bearing on a student's QPA or CPA. Courses and credits, but not grades, are accepted and some time limits apply to transfer credit eligibility for certain degree programs and this determined at the time of the evaluation.

Students enrolled in Certificate or Microcredential programs must complete at least 50% of their program credits at DCC and certain courses may be required to be taken at DCC. Check your specific program for these exceptions.

Credits for which a student has earned a grade lower than C will not be accepted in transfer. Grades of P are not accepted. If a student fails a course at Dutchess Community College and repeats that course at another college, he or she may transfer that course back to Dutchess for credit. In such a case, the F on the transcript for the course failed will remain, the transfer course will be entered on the transcript as transfer credit and the student will not have to repeat the course. Once transfer credits are awarded they will not be removed as this could have negative financial aid implications.

College credit earned through the CEEB Advanced Placement Program and the College-Level Examination Program (CLEP) are recognized by Dutchess. Official Test results should be mailed directly by the sponsoring agency to the Office of the Registrar.

Dutchess Community College also grants credits for those non-traditional educational experiences, including military experience, that are approved by the American Council on Education and are applicable to the curriculum in which a student is matriculating.

A one-time exception will be made to accept the grade of P or its equivalent from other colleges for courses taken during the Spring 2020 semester due to Covid-19 pandemic and National Emergency

Reverse Transfer

Reverse transfer is for students who have already transferred to a SUNY four-year institution without having earned an associate degree at Dutchess Community College. Reverse transfer allows students to transfer the credits they have earned at the SUNY four-year institution back to Dutchess, and have those credits evaluated to determine if the combination of credits earned at DCC and the credits earned at the four-year institution meet the requirements for an associate degree. For more information go to <https://www.suny.edu/reversetransfer/>

Credit for Prior Learning

Dutchess Community College will grant proficiency credits to a student for documented learning gained through life experience that is the equivalent of required and/or elective courses in the student's curriculum. Credits granted in this manner are called proficiency credits and are recorded on a student's permanent academic transcript with a J grade in the semester in which the credits are earned. Although proficiency credits are used to meet graduation requirements, no honor points are awarded for the J grade, and the grade, therefore, has no bearing on a student's QPA or CPA.

Although applicants for full-time study and part-time students may seek credit for their college-level documented learning through life experience, they are not eligible to receive proficiency credit until they have completed matriculation. The procedures and requirements for earning proficiency credits based on verifiable college-level learning and life experience differ for required courses and elective courses and are as follows:

Required Courses/Proficiency Examinations

All matriculated students are eligible to receive proficiency credit for any course that is required in the curriculum by successfully passing a departmental proficiency examination. Students may not receive credit for elective courses by proficiency examination.

Students who are interested in taking a proficiency examination should pick up the Proficiency Credit Payment Form in Student Financial Services in the Student Services Center, room 202, and then contact the appropriate department chair for permission to take a proficiency exam. If approved, it is recommended that students ask the department chair for information regarding the format and content of the examination.

A non-refundable fee of \$30 per credit is charged for each course petition, in the case that credit is to be awarded, the remaining \$39 per credit is charged as an assessment fee for services provided, and is payable at the Student Financial Services Office. Testing is scheduled through the Testing Center; a paid receipt must be shown in order to schedule the examination.

After the student takes the proficiency exam, the Testing Center sends it to the academic department chair for grading. If the student passes the exam with an equivalent of a C or better, paperwork is processed to submit a grade of "J" to the Registrar on the form entitled Certification of Credit by Faculty.

Students who take an examination for a course in which they are currently enrolled will be required to withdraw from the course if they successfully complete the examination. Students may not take a proficiency examination for a course that they have failed

without special permission from the department chair. Students may repeat a proficiency examination only with approval from the appropriate department chair.

Certification of Credit by Faculty

Faculty members can determine that a student is proficient in a course without the results of a proficiency exam. In this case, the faculty member will refer the student to the department chair, who will initiate the Certification of Credit by Faculty Form as soon as the student presents evidence of paying the required \$30 per credit petition fee, in the case that credit is to be awarded, the remaining \$39 per credit is charged as an assessment fee for services provided.

Industry Certifications & Licensures

Several DCC programs prepare students for a variety of industry recognized credentials. Students possessing current and/or valid industry certifications or licenses within their field of study may be eligible to earn proficiency credit towards their program upon presentation of their certification and/or license to the appropriate department chair, and evidence of paying the required course petition fees.

Credit by e-Portfolio Assessment

Students may petition for proficiency credit for approved courses by academic departments utilizing DCC's e-Portfolio software, Digication, upon evidence of paying the required course petition fees. Students build their electronic portfolio in DCC's online environment, ensuring that it addresses their proficiency of the petitioned course's learning outcomes. Once complete, the e-Portfolio is submitted to the Prior Learning Assessment (PLA) Coordinator, who will work with the academic department to assess the e-Portfolio for college-level learning, and that it meets and/or exceeds the petitioned course's learning outcomes.

If proficiency credit is not awarded, the PLA Coordinator will schedule an interview with the student to discuss e-Portfolio items in need of strengthening, and possible resubmission. Students will be permitted to resubmit their revised e-Portfolio after meeting with the PLA Coordinator only once. If the e-Portfolio is not approved for proficiency credit after the first resubmission, students will need to take the course traditionally.

Servicemembers Opportunity College

DCC participates in the Servicemembers Opportunity College program. Through this program, men and women in the armed forces may receive academic advisement from Dutchess on a continuing basis, no matter where they may be assigned in military duty. They may take approved courses at any conveniently located institution for credit toward a degree to be granted by DCC. Information about the Servicemembers Opportunity College is available from the Admissions Office.

Maximum Academic Schedule

The maximum academic schedule a student may carry in the spring or fall semester is 19 credits, except in cases where the student's curriculum calls for a greater number of credits, or with the approval of the student's academic coach and the assistant dean of student services. The maximum credits allowed for during the summer term is 14 for matriculated (degree-seeking) and 11 for non-matriculated (non-degree seeking) and students are not permitted to take more than seven credits during each summer session. During the Winter Intersession students can take a maximum of 3 credits.

Immunization Requirements

New York State Public Health Law 2165 requires all students taking six or more credits to provide proof of immunity to measles, mumps and rubella. Degree Seeking students are required to submit proof of immunity to measles, mumps and rubella prior to registering for courses. Individuals born prior to January 1, 1957 are exempt from the law. Proof of immunity must be submitted to register as a full- or part-time student. Failure to submit proof by the 30th day of the semester will prevent continued attendance. Non-compliance will jeopardize course completion, future registrations and financial aid.

Proof of immunity includes the following:

- Measles: Two doses of live vaccine on or after the first birthday, physician documented history of disease, or serologic evidence of immunity (blood titre);
- Mumps: One dose of live vaccine on or after the first birthday, physician documented history of disease, or serologic evidence of immunity (blood titre);
- Rubella: One dose of live vaccine on or after first birthday, or serologic evidence of immunity (blood titre). History is not acceptable. Proof can be obtained from physician, pediatricians, high school or military records. Forms are available online and in the health office.

New York State Public Health Law 2167 requires post-secondary institutions to distribute information about meningococcal disease and vaccination to all students regardless of age and who are registering for six or more credit hours. This information must be provided to parents or guardians of students under age of 18. Dutchess Community College is required to maintain a record of the following for each student:

- A vaccine record indicating at least one dose of Meningococcal ACWY vaccine within the last five years or complete two or three dose series of Meningococcal B: or

- A signed response form indicating that the student will not obtain immunization against meningococcal disease. The response form must be signed if the student has not received the meningococcal vaccine within five years. Forms are available online and in the Health Office.

Medical Reports

The following programs require a medical report (physical) on file prior to the first clinical or laboratory experience. The programs are Early Childhood Education, Emergency Medical Technician, Clinical Lab Technician, Nursing, Paramedic and Phlebotomy. Forms are available online and in the Health Office.

In accordance with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), all medical information is confidential and will not be released without the written consent of the individual party.

New York State High School Equivalency Diploma

A New York State High School Equivalency diploma will be issued to a student who satisfactorily completes 24 applicable credits toward a degree or certificate. The credits must include the following:

- Six credits in English;
- Three credits in Mathematics;
- Three credits in Natural Science;
- Three credits in Social Science;
- Three credits in Humanities; and
- Six credits in college degree program requirements

The following procedures must be followed by any student wishing to receive a High School Equivalency (HSE) diploma through study at Dutchess Community College.

1. The student must take any necessary placement tests. For more information, visit www.sunydutchess.edu/testing. If you are unsure of which test(s) are needed please see Assistant Registrar in the Registrar's Office (SSC-201).
2. The student must complete 24 credits as specified above as a non-matriculated student with a C average (2.0) or better applicable to his/ her curriculum in order to satisfy High School Equivalency requirements. Non-credit bearing courses such as ENG 091 will not count toward this requirement.
3. Once the courses are complete, the student MUST complete an application through the secretary to the registrar in the Registrar's Office and pay the fee required by the State Education Department. This form, after it is signed by the registrar, is forwarded to the State Education Department, along with an official copy of the student's transcript, for the issuance of a New York State High School Equivalency diploma. The student may expect to receive the High School Equivalency diploma by mail. Students should note that the High School Equivalency/Earned College Credit program can be completed only part time, and is not covered by financial aid.

Another pathway to a High School Equivalency (HSE) Diploma is to take the NYS HSE Exam, currently the General Education Development Test (GED®). The College's HSE preparatory program provides interactive and engaging classes covering the four subject areas of the GED® examination: Mathematics Reasoning, Reasoning through the Language Arts, Science, and Social Studies. Our program is student-focused and aims to help participants achieve their academic and career goals. Our HSE preparatory program is available in both English and Spanish. For more information about our program please contact us at (845) 790-3590 or hse@sunydutchess.edu for further information.

Applicants with a Prior Felony

State University of New York (SUNY) policy prohibits DCC admissions applications from inquiring into an applicant's prior criminal history. After acceptance, the College shall inquire if the student previously has been convicted of a felony if such individual seeks campus housing or participation in clinical or field experiences, internships or study abroad programs. The information required to be disclosed under SUNY policy regarding such felony convictions shall be reviewed by a standing campus committee consistent with the legal standards articulated in New York State Corrections Law.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to complete the requirements of certain academic programs and/or to meet licensure requirements for certain professions. Students who have concerns about such matters are advised to contact the Office of Enrollment and Student Success.

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 Vice President for Instruction & Learning.

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.

Reserved Rights of the College

Dutchess Community College is not obligated to offer any courses described in this catalog for which enrollment is insufficient. A degree or certificate program with a history of limited enrollment may become inactive. The College also reserves the right to modify curriculum requirements, courses, tuition and fee schedules, and policies pertaining to its educational program without further notice.

If a student needing a course to complete graduation requirements finds that the course is closed out or not offered during that semester, they should confer with the Registrar. Students are requested to contact the Registrar's Office for the most current information regarding course offerings and class schedules.

Your Right to Know

The federal government under the Student Right-to-Know legislation requires colleges and universities to report the percentage of students who began their studies full-time and then completed their programs within 150% of the normal time for completion. This time is three years for an associate degree.

In general, Dutchess Community College students compare favorably with other community colleges in the Hudson Valley. For full-time students entering DCC in the Fall 2012 semester, the percentage of students who graduated within a three-year period (24%) has been consistently among the highest when compared with the other five regional community colleges.

The sample used to satisfy the federal report contains only first-time, full-time students. Since in many programs the majority of students enrolled are part-time, many successful students are not counted in the numbers above.

Several factors tend to delay graduation for community college students: three years is a relatively short time to complete a degree. Many community college students work full time, and tend to change from one program to another and from full- to part-time. They may "stop out" for a semester or more. Also, more than half of the students entering DCC are required to take remedial courses which increases the time necessary to complete a degree.

Several positive factors — including selection of a specialized career goal — can cause community college students to transfer out of the community college before completing their degree. Therefore, the transfer-out rate is a measure of the community college experience as a stepping stone to further success. For the cohort of Dutchess Community College students described above, the transfer-out rate is 25%. DCC is proud that in a recent SUNY report, students who transferred from DCC to four-year SUNY schools had the highest retention rate in the system. This is a testament to the College's commitment to prepare students for future success.

Adding together these three measures of academic success (graduation, transfer out, and continuing enrollment) we find the full-time students who entered DCC in the fall of 2011 have succeeded at a consistently high rate when compared to the other five regional community colleges.

For additional information, please visit: www.sunydutchess.edu/aboutdcc/consumerinformation.

TUITION, FEES & FINANCIAL AID

Tuition and fees are established by the DCC Board of Trustees and are subject to change by its action.

No deposit is needed to register for classes; payment in full is required by the stated tuition due date, prior to the start of each semester. Students are responsible for ensuring that their bills are completely covered by payment, authorized financial aid, payment plan or a third party. Students who do not pay their accounts in full by the due date will be dropped from classes for non-payment and will not be able to reregister until full payment is made. For more information on our payment policies, please visit [Payment Policies](#).

To help you meet your educational expenses, Dutchess Community College offers the Quikpay Payment Plan as a convenient way to pay your semester charges. This is not a loan program. There are no interest or finance charges assessed and there is no credit check. This is a semester-based plan and is easy to enroll in through your myDCC account. Once you set up your plan, payments are made automatically. Further information about the plan can be obtained from the Office of Student Financial Services or on the web through your myDCC account.

For the most up to date information regarding tuition and fees, visit the DCC website: <https://www.sunydutchess.edu/admissions/tuition/>.

Tuition for Full-Time Students (Over 11 Credits)+

New York State Resident†	\$2,500.00 per semester
Nonresident	\$5,000.00 per semester
High school/homeschool students***	\$67.00 per credit hour
College Fee	\$10.00 per credit hour
Technology Fee	\$13.00 per credit hour
Open Educational Resources Fee	\$5.00 per semester

Tuition for Part-Time Students (1-11 Credits)+

New York State Resident†	\$208.00 per credit hour
Nonresident	\$416.00 per credit hour
High school/homeschool students***	\$67.00 per credit hour
College Fee	\$10.00 per credit hour
Technology Fee	\$13.00 per credit hour
Open Educational Resources Fee	\$5.00 per semester

Miscellaneous Fees

Aviation Science: Pilot Fees▫	Course: \$16,975/semester Instrument Rating: \$13,585/semester Commercial Pilot: \$9,765-\$15,805/semester Uniforms: \$100 Written Exam Fees: \$1,200
Aviation Maintenance Technology Lab Fees	\$864 per course; \$11,232 per semester
Aviation Maintenance Technology Tool Kit Fees	\$2,365 (one-time, first semester)
Aviation: Helicopter Lab Fees**	\$8,500-\$35,500/semester
Background Check Fee**	\$176.75

Policies

Ceramic Materials Fee	\$40.00 per applicable course
CLEP Exam Fee	\$95.00 exam/ \$35.00 service fee
Conduct Fines	\$50-\$150 per infraction
Compliance Tracker Fee***	\$49.99 one-time fee
DANTES Exam Fee	\$35.00 service fee
Drug Testing **	\$35 annually
Equipment Breakage Fee	\$10.00-\$50.00 per applicable item
Exercise Science Exam Fee	\$199 ESW 203/204/205
ID Card Replacement	\$7.00 per replacement
Lab Fees	\$17.00 - \$40.00 per applicable course
Laboratory Nursery School‡	\$2,300.00 per year
Late Payment Fee	\$50.00 per semester
Late Registration*	\$10.00 per semester
Lost Book Fee	\$50.00 per infraction
Overdue Reserve Book	\$50.00 lost charge
Playaway	\$50.00 lost charge
Audio Cables/Earbuds	\$10.00 lost charge
Earbuds/Playaway	\$10.00 lost charge
Headphones (Films)	\$35.00 lost charge
Kindle/iPod	Replacement cost
DVDs/Video	\$75 or Replacement cost
Lost or Damaged Article Fee	\$10.00-\$250.00 applicable item
Matriculation Fee	\$30.00
Non-Student Testing	\$35.00 per exam
Paramedic Lab Fee	\$75.00 per semester
Pearson Vue Exam	\$0.00 - 475.00
Physical Education Completion	\$275.00 PED 118
Prof. Liability Insurance*	\$35.00 per year
Proficiency Exam Fee*	\$69.00 per credit
Red Cross Certification*	\$5.00/\$10.00/\$30.00 applicable courses
Replacement Diploma	\$40.00 per diploma
Returned Check Fee*	\$25.00 per check
Second Degree Fee	\$15.00
SUNY International Student Health Insurance Plan	SUNY state-wide rate
SUNY Learning Network	\$25.00 per course

Traffic Fines	\$15.00/\$25.00/\$50.00 per infraction
Transcript Fee*	\$10.00 per copy
Trip Fee (Study Abroad)	\$90.00 per trip
Trip Fee (THE 280/281)	\$375
Tuition Payment Plan Deferrment	\$25 - \$45 per semester

Music Lab Fees

Individual Lesson	\$375.00 MUS 141, 142, 161, 162, 241, 242, 261, 262
Individual Lesson	\$1,125 MUS 210,211

NOTES: Students registered for 11 hours of course work or below are classified as part-time.

** Not Refundable*

***Aviation fees are negotiated with flight school and may vary. Additional changes may apply.*

****Payment made directly to vendor by student.*

+Tuition correct at time of posting; however, review and adjustment of tuition and fees may occur before the start of the 2024-2025 academic year. The tuition and fee schedule shown is for the 2024-2025 academic year. Tuition and fees are reviewed annually and are subject to change.

†To qualify for the NY State Resident rate, a student must have been a resident of New York State for one year immediately prior to registration. In addition, those who are not residents of Dutchess County must present a Certificate of Residence signed by the chief fiscal officer of the county or counties in which they have lived in the past six months. Without such a certificate or certificates, a student will be required to pay the Nonresident Tuition rate. Dutchess County residents must file an Affirmation of Dutchess County Residence (available in the Student Financial Services Office) to pay the resident tuition rate.

‡The College is authorized to reduce the basic fee for Laboratory Nursery School enrollment in accordance with established guidelines. Families unable to pay the basic fee are invited to contact the director of the DCC Laboratory Nursery School for further information.

▫Aviation fees are negotiated with flight school and may vary.

Tuition and College Fee Refund Policy

Tuition is due on the due date of the student's bill, but always before you begin attending classes. Students can pay their bills in full with cash, check, or credit cards. DCC also offers a payment plan, financial aid deferment (if the aid is showing on your bill), employer deferment, and other types of deferments. Any students considered unpaid as of their due date may be subject to a drop of the classes for which they are registered. Re-registration of a student's schedule is not guaranteed if dropped for non-payment.

Refunds only for tuition and refundable fees will be granted upon the completion and submission of an official withdrawal form to the Registrar's Office, either before classes begin, or during the published refund period.

Simply notifying the classroom instructor or Dean of Student Services is insufficient. Any student who does not withdraw and remains unpaid at the end of the refund period will be liable for full tuition. Non-attendance does not limit student liability.

Students dismissed for disciplinary reasons are not eligible for refunds, and if appropriate, will be subject to the Federal Title IV Withdrawal Policy. Students entering the armed forces will be refunded the full amount of their tuition for the semester in which their education is interrupted, upon submission of evidence of call to duty.

Per SUNY regulations, refunds of tuition and refundable fees will be made according to the following schedule:

	Full Semester	Eight-Week Term or Less
Prior to First Day	100%	100%
During First Week	75%	25%
During Second Week	50%	0%
During Third Week	25%	0%
After Third Week	0%	0%

Students are responsible for knowing the deadlines for withdrawal and abiding by them. When life-altering circumstances prevent timely withdrawal, a student may submit a withdrawal appeal. Additional information is available under Withdrawal of College or Courses in the Academic Information section of the College catalog.

Delinquent Accounts

Students will be billed electronically before the semester begins with a specific due date based on their date of registration. Students will be notified through their DCC email that a bill is available in QuikPay. The student is responsible for viewing and paying the bill online, or setting up an Authorized User (parent, guardian, etc.) who will pay the electronic bill by the date due.

Students with delinquent accounts over \$100 at the end of the published refund period are subject to a \$50 late payment fee. Holds will be placed on these accounts that will prevent future registrations. The account will be forwarded to our collection agency in a pre-collect status in which the agency will attempt to contact the student to receive payment. If the account remains unpaid at the end of the pre-collect period, it may be assigned full collection. The College will assign the outstanding balance, plus the collection agency fee and/or reasonable cost to the agency for collection. These fees may be between 25-50% of the unpaid balance and are the responsibility of the student, in addition to the principal amount owed to DCC.

Withdrawal Policy for Recipients of Federal Title IV Grants and Loans

This policy is per the U.S. Department of Higher Education and applies to students who receive assistance under Title IV funding and/or to parents who receive the Federal Parent PLUS loans for their children. Title IV funding for the purpose of this policy includes Federal Pell Grants, Stafford Loans, PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs) and Federal Perkins Loans.

If a student withdraws or stops attending Dutchess Community College, either officially or unofficially, during the first 60% (approximately first 10 weeks) of the semester, a calculation is completed to determine how much Title IV funding has been earned. The earned amount is based on the percentage of the semester the student has completed. If the student has received (been disbursed) more Title IV funds than has been earned, the excess unearned funds must be returned to the U.S. Department of Education by the school and/or the student.

The DCC Tuition and College Fee Refund Policy, as stated several paragraphs above, is used to determine the amount of college tuition and fees a student is charged. An example of applying both the DCC refund policy and the Federal Title IV refund policy to a student that withdraws or stops attending during the fifth week of classes follows. A student who withdraws or stops attending during the fifth week of classes will owe the College 100% of their tuition and fees (There is no reduction after the third week.) If the student was awarded \$2,000 in Title IV funding he/ she only would earn approximately 30% or \$600 of this funding. If the student is full-time and has tuition and fee charges of \$2,811 then he/she would still owe the College \$2,211 (\$2,811 less \$600) after their Title IV funding was applied. DCC and/or the student must return the other \$1,400 in Title IV funding to the Federal Department of Education. If the student is required to return some of these funds, it is possible he/she will not be eligible to receive Title IV funding at DCC or another college until the amount is paid.

Any questions regarding this policy should be directed to the Office of Student Financial Services.

Allowing Veterans to Attend or Participate in Courses Pending VA Payment

Section 103 of Public Law (PL) 115-407, 'Veterans Benefits and Transition Act of 2018,' amends Title 38 US Code 3679 by adding a new subsection (e) that requires disapproval of courses of education, beginning August 1, 2019, at any educational institution that does not have a policy in place that will allow an individual to attend or participate in a course of education, pending VA payment, providing the individual submits a certificate of eligibility for entitlement to educational assistance under Chapter 31 or 33.

Pending Payment Compliance

In accordance with Title 38 US Code 3679(e), Dutchess Community College adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. Dutchess Community College will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

FINANCIAL AID PROGRAMS

Financing Your College Education

Financing a college education is frequently a challenge to students and their families. However, in addition to family assistance, personal savings, and summer earnings, there are a number of supplemental ways to pay for college costs. Financial aid can be received through scholarships, grants, loans or part-time employment. These are generally referred to as “financial aid.”

Please be aware that courses not applicable toward a student’s degree or certificate program are not eligible for New York state or federal financial aid. State and federal financial aid can be given for those courses which are remedial (developmental) in nature and required by the College. Credit-bearing courses that are prerequisites for a required course in a program are not eligible for financial aid unless these courses can fulfill other requirements (i.e., electives) in the program.

The Office of Student Financial Services, located in the Orcutt Student Services Center, Room 202, provides financial counseling to students and their families, and is prepared to assist them in analyzing and understanding the financial resources available to them.

It is important that students plan well in advance for the financing of their college education. Early contact with the Office of Student Financial Services and filing applications early for financial aid will reduce delay, frustration, disappointment and financial crises.

Purpose of Financial Aid

The primary purpose of financial aid is to provide assistance to students who would not otherwise be able to attend college. The basic premise of student aid is that the primary responsibility for meeting college costs rests with the student and his or her family. The extent of this financial responsibility is determined by a uniform analysis of financial data submitted by the student and family.

Meeting Financial Need

Financial need is the difference between total college costs (tuition, fees, books, room, board, transportation and personal expenses) and the assessed ability of the student and family to contribute to the student’s educational expenses. Student financial aid at Dutchess Community College is awarded on the basis of financial need.

Financial assistance is available for eligible students from several sources — including the federal and state governments, public and private agencies, organizations and companies. Some companies also have tuition reimbursement plans for employees through which students who are employees may defer tuition payments until the end of the semester.

Part-time matriculated students are eligible for some of the same types of aid as full-time students. There are also some governmental programs which provide aid specifically for part-time matriculated students. All students (full-time or part-time) are encouraged to complete the application procedure in order to receive consideration for any appropriate programs for which they are eligible.

All the required papers and forms needed to apply for various types of financial aid are available from the Office of Student Financial Services at Dutchess Community College.

Applying for Financial Aid

Free Federal Application (FAFSA)

Complete the Free Application for Federal Student Aid (FAFSA). You may do this by applying on the web, using www.studentaid.gov. Your eligibility for all federal aid programs and most other types of aid administered by Dutchess Community College will be determined by using the FAFSA. To sign your FAFSA electronically, you must have an FSA ID. To apply for an FSA ID, please apply at <https://studentaid.gov/fsa-id/sign-in/landing>.

Income Documentation

All financial aid applicants and/or their families may be required to submit proof of income, including but not limited to, copies of tax documents or proof provided directly from the Internal Revenue Service. Documentation of nontaxable income may be requested as well. Each student is notified individually regarding the outstanding documents needed to complete their application for financial aid.

Tuition Assistance Program (TAP and APTS)

The New York State Higher Education Services Corporation provides aid to both full-time and part-time students.

TAP (Tuition Assistance Program) grants are designed to assist New York state residents, who are attending college full-time, with tuition costs. A student may apply by completing the Free Application for Federal Student Aid (FAFSA) and linking to New York State Higher Education Services Corporation at the conclusion of the FAFSA application process or can apply separately at <https://www.tap.hesc.ny.gov/totw/> approximately one week after submitting the FAFSA.

APTS (Aid for Part-time Study) grants are available to eligible matriculated students who demonstrate financial need and are enrolling for 3 to 11 credits. Students must complete the FAFSA to qualify for APTS. There is currently a maximum award of up to \$1,000 of funding per semester. Applicants to qualify, must meet NYS satisfactory academic progress standards and specific income guidelines.

New York State Financial Aid Programs

Excelsior Scholarship: Qualified New York State students may be eligible for coverage of full-time tuition, if they meet both academic and financial criteria. A student must complete the FAFSA (Free Application for Federal Student Aid), the TAP (Tuition Assistance Program) and Excelsior Scholarship applications in order to be eligible.

Veterans Tuition Award: Vietnam, Persian Gulf, Afghanistan, or other eligible combat veterans matriculated at an undergraduate or graduate degree-granting institution or in an approved vocational training program in New York State are eligible for awards for full or part-time study.

NYS Stem Scholarship: The NYS STEM Incentive program provides a full SUNY tuition scholarship to the top 10 percent of students in each NYS high school if they pursue a STEM degree in an associate's or bachelor's degree program and agree to live in NYS and work in a STEM field in NYS for five years after graduation.

Information regarding other NYS financial aid programs can be found at www.hesc.ny.gov.

Other Governmental Sources of Aid

Veterans Benefits: Dutchess Community College is approved for study under the Title 38 US Code: Chapter 30 (Montgomery GI Bill – Active Duty), Chapter 31 (Vocation Rehabilitation Act), Chapter 32, Post-Vietnam Era Veterans Educational Assistance Program (VEAP), Chapter 33 (Post 9/11 GI Bill), Chapter 35 Dependents Educational Assistance.

Other Military Related Programs: Chapter 1606 Montgomery G.I. Bill (Selective Service), Chapter 1607 (Reserve Educational Assistance Program (REAP), Army Tuition Assistance Program, National Guard & Naval Militia Tuition Assistance Programs, and Military Spouse Career Advancement Account (MyCAA).

Benefits for educational plans are determined by the VA certification process and DCC enrollment status. For more information and applications, contact the Certifying VA Official located in Hudson Hall, Room 212.

War Orphans Educational Assistance Act. Educational benefits are provided to children of veterans who died in service or as a result of a disability received while in service. Students who believe that they may be eligible for those benefits are urged to discuss the matter with their local Veterans Administration Office.

ACCES-VR (Adult Career and Continuing Education Services-Vocational Rehabilitation) is a service of the New York State Department of Education. ACCES-VR provides financial assistance with college costs for eligible clients. For further information, contact the regional office in Poughkeepsie.

Short-Term Loans

Short-term loans of modest amounts may be made to students giving evidence of unexpected financial stress. A student may only receive one short-term loan per semester, and it is limited to \$350. For final determination of the student's eligibility for a short-term loan, the student should consult the Office of Student Financial Services.

Satisfactory Academic Progress and Program Pursuit for Financial Aid

To receive any institutional, state and federal Title IV financial assistance, a student must maintain eligibility by making satisfactory academic progress and satisfactory pursuit of program. Students are required to show progress by earning appropriate applicable degree credits, with a specific grade point and quality point average(s) as determined by the institution. Satisfactory academic progress and program pursuit standards are for institutional, state and federal Title IV financial aid programs. Copies of these eligibility standards are available in the Office of Student Financial Services and at www.sunydutchess.edu. Students are encouraged to visit the Office of Student Financial Services with any questions about their rights and responsibilities concerning eligibility for financial assistance.

Financial Aid Programs

The Office of Student Financial Services can assist students and/or their families with questions concerning all types of federal aid programs. Call the Office of Student Financial Services, (845) 431-8060, for more information about:

- Federal Pell Grants
- Federal Supplemental Education Opportunity Grants
- Federal Direct Subsidized Loan
- Federal Direct Unsubsidized Loan
- Federal Direct PLUS (Parent Loan for Undergraduate Students)
- Federal College Work Study
- NYS Tuition Assistance Program (TAP)
- NYS Aid for Part-time students (APTS)
- NYS Excelsior Scholarship
- Senator José Peralta New York State DREAM Act
- Institutional Assistance

Scholarship Aid for the DCC Foundation

Scholarships are available for incoming, continuing and graduating students.

STUDENT SERVICES

The faculty and staff at Dutchess regard student services as an integral part of the total college experience. A conscientious effort is made to know students as individuals and to serve them as such. The Office of Enrollment and Student Success includes the following offices: Admissions, Registrar, Student Advocacy and Accountability, The Academic, Career and Transfer (ACT) Center, EOP, TRiO, Veteran Services, Accommodative Services, Counseling Services, Health Services, Student Activities, Academic Housing and Athletics. They are coordinated and directed by the Vice President of Enrollment and Student Success.

Orientation for New Students

To acquaint new full-time and part-time students with the college's educational philosophy and standards, the College expects them to participate in an orientation program prior to their first semester at Dutchess. Orientation each semester consists of a comprehensive program for full- and part-time students. A club fair is held early in the semester to encourage involvement in extracurricular activities.

The goals of orientation are:

- To acquaint new students with the College, its academic programs, facilities, resources, services, activities, policies and organizations.
- To assist them in taking full advantage of the opportunities offered by the College.
- To provide students with important information about issues and problems frequently encountered by college students as well as the resources and approaches for effective decision making.

Academic, Career and Transfer (ACT)

The ACT Center provides holistic advisement for students including academic, career and transfer planning. As students progress in their studies at Dutchess, ACT coaches are available to help students develop their future goals and assist them with a plan of action to meet those goals, whether they are preparation for transferring to a four-year institution or preparation for immediate employment. All students may utilize the services of the ACT Center.

Academic Advisement

ACT coaches meet with new students to assist in choosing a major, scheduling classes, and designing a plan to fulfill their desired program. ACT coaches work with continuing students to help them meet the requirements to advance in their program and achieve their goals. Students are urged to take the initiative in meeting early and regularly with their coach and to take full advantage of the advisement services that are available. While the ACT coach guides students on their path to fulfilling their program, it is ultimately the student's responsibility to make certain that graduation requirements are met.

Career Coaching

The ACT Center provides career coaching to all students at any stage in their academic journey, as well as to community members not currently enrolled at Dutchess Community College. Students and community members are provided an opportunity to explore their career options through self assessments and coaching sessions. It is also encouraged and promoted to apply for internships and volunteer opportunities for further career exploration. The academic coaches provide guidance with choosing a major and ensuring it aligns with a student's career goals. Coaches also provide assistance with job searches, writing cover letters and resumes, and honing job hunting and interviewing skills. Career coaching sessions are tailored to the student's individual needs and questions.

Transfer to Four-Year Colleges and Universities

Dutchess Community College graduates transfer to a variety of colleges and universities across the country, both public and private. It is recommended that students planning to transfer matriculate in an Associate in Arts (A.A) or an Associate in Science (A.S) degree program. These programs are designed as university-parallel programs and offer the student the greatest opportunity to transfer with junior status, with the expectation of completing a baccalaureate degree within an additional two years of full-time study.

The College has a number of articulation or transfer agreements, which facilitate the transfer of graduates to four-year institutions. In addition, an opportunity to continue full-time study at a four-year state university of college is guaranteed to all New York State residents who transfer directly from a SUNY two-year college with an A.A. or A.S degree and who meet the SUNY application requirements. It should be noted, however, that this policy does not guarantee a student admission to the campus or program of their choice. The SUNY application fee is waived for graduates with an A.A. or A.S. degree for up to seven SUNY schools.

Students planning to seek immediate employment upon graduation usually matriculate in an Associate in Applied Science (A.A.S) degree program. Many A.A.S. graduates, however, transfer to senior institutions. Dutchess Community College has transfer agreements with some senior institutions that facilitate the transfer of students from career programs. In general, however, graduates of career programs should anticipate needing more than two full years of full-time study to complete a baccalaureate degree. Students considering transfer are encouraged to attend a Transfer 101 Workshop and consult with a coach in the ACT Center (Student Services Center, Room 301 (845) 431-8600. Students are encouraged to attend transfer fairs and transfer events held throughout the year.

DCC graduates have transferred to all SUNY colleges and universities, as well as to other fine institutions such as Bard College, Columbia University, Cornell University, Fordham University, Marist College, Mercy University, Mount Saint Mary College, New York University, Pace University, Rensselaer Polytechnic Institute, University of North Carolina at Chapel Hill, Vassar College, Yale University, Tulane University, Smith College, Western Connecticut State University and many others.

Educational Opportunity Program

The Educational Opportunity Program (EOP) was established in 1968 by New York state to assist students who show promise of academic success at the college level but may have encountered both academic and financial disadvantages. EOP is designed to provide eligible students with the academic and financial means necessary to ensure success at the college level. To aid its students EOP provides tutoring, academic advisement, career planning, personal counseling, seminars and workshops throughout the year and financial support. Interested and eligible students should inquire as early as possible; program enrollment is limited. For more information contact the Educational Opportunity Program office at (845) 431-8037.

TRiO

TRiO Student Support Services (SSS) is a federally funded Student Support Services program, sponsored by the U.S Department of Education. TRiO provides comprehensive academic and personal guidance to program students. TRiO staff works with students to assist them with overcoming obstacles in higher education, such as: limited income, first generation college status, academic need, and or learning differences. TRiO SSS provides a support network, leadership and mentoring opportunities, career exploration and transfer options. The TRiO staff encourages students to pursue their education regardless of socioeconomic, cultural or ethnic backgrounds. The office number is (845) 431-8509.

Collegiate Science and Technology Entry Program (CSTEP)

The Collegiate Science and Technology Entry Program (CSTEP) at Dutchess Community College is funded by a grant from the New York State Department of Education. Established in 1987, CSTEP's purpose is to assist underrepresented minority and/or economically disadvantaged students in completing education programs leading to STEM, health-related careers, and/or any field leading to professional licensure by New York state. The services provided to CSTEP students include Supplemental Financial Assistance (SFA), Summer-Tuition Remission (STR), a lending library of textbooks, laptop computers, and graphing calculators; undergraduate research experience, summer internships, academic, career and transfer advisement; professional tutoring in the areas of Science, Mathematics, Nursing and other fields; special workshops; field trips to senior colleges as well as educational activities. For further information about the program and its eligibility requirements, contact the CSTEP office at (845) 431-8059 or CSTEP@sunydutchess.edu.

Office of Accommodative Services (OAS)

Located in the Orcutt Student Services Center, Room 103, the Office of Accommodative Services is committed to providing equal access, for all qualified individuals with disabilities, to its programs and educational opportunities. The purpose of laws for post-secondary Disability Services Offices is to eliminate barriers that would deny students with disabilities equal access, so that students with disabilities have the same access to programs and services as students without disabilities.

A person with a disability is any person who has a medical or mental health condition that substantially limits one or more major life activity. Major life activities include, but are not limited to, walking, seeing, hearing, breathing, learning, writing, reading, concentrating or performing manual tasks. This may include Long Covid and pregnancy related complications/ temporary disability.

Academic adjustments are made, on an individual basis, to requirements for students who have disabilities that may affect their ability to fully participate in program or course activities, as well as nonacademic program or activity requirements such as clubs, residence life and athletics.

Academic adjustments may include, but are not limited to, testing or classroom accommodations and use of auxiliary aids or services. Faculty are not expected to alter their standards for evaluation or substantially alter an essential element of a course or program. To receive academic adjustments, students must identify a disability that impacts their ability to access the academic environment, provide documentation of the disability (2 - 4 weeks prior to need for accommodations), and meet with OAS staff to develop and implement an appropriate plan for access. Accommodations are determined through an interactive process between the student OAS staff and DCC personnel according to the specific course or college activity.

Meetings with the staff may be scheduled through video or telephone conferencing if needed.

OAS provides a wide range of technology training, academic support and professional tutoring in select subjects to students registered with the OAS office.

Students requesting housing accommodations for Conklin Hall are asked to confirm acceptance to academic housing, then make accommodation requests as soon as possible. Requests made with less than 60 days notice prior to move-in date might not be possible to accommodate by move in day, depending upon the request and capacity in Conklin Hall.

- There is no deadline for requesting new accommodative services, or review of current plans based upon changes in condition or course requirements, however please provide DCC with sufficient time to respond to the request prior to need.
- Accommodations do not automatically transfer from other institutions.
- Accommodations are not retroactive and are effective only after the student completes an intake with OAS and discloses their access plan to faculty/staff. During this intake meeting, students are assisted to identify their point of impact, understand the course delivery method and potential barriers to participation. Academic support plans such as referrals to tutors, technology training, and success strategies are developed as well.
- All specific information provided concerning a disability is confidential and is released only with the student's consent.
- Students are advised to maintain a copy of their documentation for future use; files will be purged after seven years of inactivity with OAS services.

Additional information is available at <https://www.sunydutchess.edu/academics/accommodative/>.

We are a National Voter Registration Act Site: <https://system.suny.edu/university-life/voter-registration/>.

Students who believe they are experiencing disability-related discrimination on campus may contact the ADA/Section 504 Coordinator in the Office of Human Resources. Students may appeal decisions made by OAS staff by contacting the ADA/Section 504 Coordinator to request review of the request and decision rendered. In addition, faculty may wish to appeal decisions rendered by OAS staff by contacting their Academic Dean or the ADA/Section 504 Coordinator in the Office of Human Resources.

Students who are dissatisfied with the outcome of the DCC appeal process, or wish to pursue an alternative to using these procedures, you may file a complaint against the school with the Office of Civil Rights: <http://www.ed.gov/ocr/docs/howto.html>.

Counseling Services

The Counseling Center, located in the Orcutt Student Services Center, Room 303, offers support, information and services to address the mental health and well-being of students while promoting autonomy and empowerment. Services offered include:

- Short-term individual counseling
- Short-term group counseling
- Wellness workshops
- Referrals to additional programming offered on campus, campus offices and/or services, or within Dutchess County

To set up an appointment, call (845) 431-8040 or email counselingcenter@sunydutchess.edu.

For additional information or for updates on programming, call (845) 431-8040 or visit the website at www.sunydutchess.edu/dutchesscounseling.

Veterans Resource Center

Located in Hudson Hall, Room 212, the Veterans Resource Center is a comprehensive program at Dutchess Community College that provides services to active military service, veterans, spouses and dependent children (students) receiving VA Educational benefits that was established in Fall 2015. The VRC includes an administrative office for the Coordinator and lounge for students to study, meet, socialize and congregate for programming based on the wellness wheel model. For more information, call (845) 431-8339.

STUDENT LIFE

Student Rights and Responsibilities

Students should be free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion. However, they also are responsible for learning the content of any course of study for which they are enrolled.

Students should have protection through orderly procedures against prejudiced or capricious academic evaluation. At the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.

Information about student views, beliefs and political associations that professors acquire in the course of their work as instructors, advisors and counselors should be considered confidential. Protection against improper disclosure is a serious professional obligation. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge or consent of the student.

Student Advocacy and Accountability

The Student Code of Conduct is the official document that sets forth behavioral expectations for Dutchess Community College students. The Code shall apply to conduct that occurs on the College's premises, at College-sponsored activities, and to off-campus behavior that adversely affects the College community, the pursuit of its objectives, or neighboring communities. The College will address known behavior both on and off-campus that may affect a student's suitability to continue as a member of the College community.

It is the obligation of every student to notify the Office of Student Advocacy and Accountability of any felony or misdemeanor arrests occurring at any time after the student pays their admissions deposit through graduation or separation from the institution, regardless of geographic location of the arrest or specific crime alleged. Failure to do so may result in conduct charges by the College. The College may review the facts underlying the arrest to determine if there is a related policy violation or safety concern. The College has developed this code of standards and expectations, consistent with its purpose as an educational institution and expects that each student accept responsibility for their own behavior and consequences. Policies and procedures for addressing alleged violations of the Student Code of Conduct are detailed in that document. Once a student is accepted to the College, they are responsible for upholding the standards outlined in the Code. Therefore, students should become familiar with this document. While the Student Code of Conduct is published annually, students should be mindful that the Student Code of Conduct may be modified by the College within the Academic Year as necessitated by changes in law, Board of Trustees Policy or SUNY Policy. The Student Code of Conduct should not be viewed as a comprehensive code of desirable conduct; rather the provisions set forth in the Code describe the minimum standards for acceptable behavior. A copy of the Student Code of Conduct may be viewed at www.sunydutchess.edu/assets/StudentCodeofConduct.pdf.

Campus Emergencies/Security

Security is available on campus 24 hours a day, seven days a week. Emergency phones are located throughout all buildings and blue emergency phones are in all parking lots.

Students needing any assistance while on campus are encouraged to call Security at (845) 431-8070.

Escort services can be provided to and from parking lots. The campus security office is in the Orcutt Student Services Center, Room 114.

The federal "Crime Awareness and Campus Security Act" requires higher education institutions to collect, report and disseminate crime data to the campus community and U.S. Department of Education. This information can be found on the College's website and is posted outside the Security office.

Health Services

The college maintains a College Health Office in the Student Services Center room #110, under the direction of a full-time coordinator of health services. The office is open Monday through Friday.

The Health Office provides basic first aid, health counseling and education, and referrals to appropriate agencies and resources. Medical emergencies are referred to Campus Safety and Security (ext. 8070). The Health Office works closely with Campus Safety and Security and the local ambulance for emergency transport. In requesting medical assistance, the College merely acts as an agent for the injured party. All medical costs are the responsibility of the injured party.

If needed, specific locations of first aid and AED kits can be obtained from the Security Office.

In accordance with the Education Rights and Privacy Act of 1974 (Buckley Amendment), medical information will not be released without written consent of the individual party.

For further information, please visit the Health Office webpage at: https://www.sunydutchess.edu/studentlife/health_and_counseling_services/healthoffice.html.

Student Records

An educational record is maintained for each student in the Office of the Registrar. The Family Educational Rights and Privacy Act (FERPA) of 1974 provides former and current students with certain rights regarding the review of their educational record. The act also protects the confidentiality of a student's record and requires that the student's written consent be obtained before information is released unless the information requested is considered directory information. Access to a student's record without the written consent of the student may be provided to professional employees of Dutchess Community College who have legitimate educational interest and certain other authorized personnel. In keeping with the act, the College has on file a policy and procedure statement regarding student records. It is contained in the Professional Staff Handbook, available in the Office of Enrollment and Student Success.

Essential student records are permanently archived. In 2008, DCC converted to a new information system. Some non-essential records were not retained.

Students should be aware that altering a transcript is considered falsifying an academic record and a violation of the Student Code of Conduct.

Parent Access

Information about the student is released to the parent/guardian by the appropriate office if there is a signed FERPA Waiver form on file at the college. For students who are under 18 years of age; in the absence of a waiver form, the parent may show proof of identity and present documentation proving the student is a legal dependent. A non-dependent student who is interested in giving parents/guardians access to their DCC information must complete a FERPA Waiver form which is available in the Registrar's Office. A parent/guardian listed on the waiver form and presenting a State/ Federal issued picture ID will receive the information the student has agreed to release. For phone calls, parents/guardians listed on the signed FERPA Waiver form will be required to provide student-specific information before information can be released over the phone. These items are the last four digits of the student's SSN, their date of birth, current address and current phone number. Please note that registration status, grades, GPA, schedule and attendance information is never given out over the phone.

In lieu of a waiver form, parents/guardians of financially dependent students must demonstrate such by submitting a copy of their tax return or government-issued financial statement to the Registrar's Office.

Directory Information

Personally-identifiable information generally is not released without the student's written authorization unless it is directory information. Directory information may consist of name, city or town, dates of attendance, date of graduation, degree and enrollment status. If a student does not wish directory information to be released, he/she must submit a Directory Information Block form which is available in the Registrar's Office and on the college website. Personally-identifiable information is released to federal and state agencies with a legitimate right to know, in response to legal subpoena, for health and safety issues, and to the military in compliance with the Solomon Act.

Student Activities

The Office of Student Activities is primarily concerned with enhancing students' college experiences through involvement in extracurricular activities and development of leadership and interpersonal skills. The staff seeks to involve students in campus governance and service, and to stimulate interest and interpersonal communication through a variety of educational, cultural, leadership and social programs. These programs are designed to help students achieve their highest level of academic and personal success.

Activities

The College firmly believes that chartered clubs and cultural, recreational and social activities play an important role in the educational process. Students are encouraged to participate in the extensive and varied activities available to them.

Speaker Series

Each year, the Student Activities Office, (in cooperation with various academic departments) strives to assemble a stimulating lecture series for our College Community. Comprised of prominent speakers, renowned artists and other dynamic guests, these programs are well worth student's time.

Trips

Each semester the Student Activities Office sponsors trips at reduced cost to students. Trips include: Broadway shows, sporting events, concerts, amusement parks, cultural events, family-oriented events, local events and more.

Discount Tickets

The Student Activities Office offers students tickets to local area attractions at a discounted price. These include Regal and Lyceum movie tickets, Six Flags Great Adventure, the New York Renaissance Faire, the Dutchess County Fair and more.

Campus Activity Board (CAB)

The Campus Activity Board (CAB) is a student run organization that sponsors a wide variety of activities. The C.A.B. host concerts, speakers, and lunchtime cafeteria entertainment, including: comedians, local bands, magicians, novelty acts, and karaoke. Events are held on campus and are free for students. Students are sure to find something that's fun and exciting. All DCC students are encouraged to join.

Clubs

The learning experience at DCC shouldn't be restricted to the confines of the classroom. In addition to looking great on college and job applications, participating in extracurricular activities at DCC has many advantages.

DCC currently has 30 active clubs on campus. Students who get involved widen their circle of friends and broaden their horizons. It helps students become familiar with the campus and the resources it offers and also improves organizational and time management skills. Becoming a member of a club allows students to take advantage of opportunities they wouldn't be exposed to as an individual, like professional workshops and cultural events. Clubs are always looking for new members. A list of meeting times and locations is posted on the webpage at <https://www.sunydutchess.edu/studentlife/studentactivities/clubs>. Students can stop by the Student Activities Office in Dutchess 201 or call 431-8050 for information.

Student Government Association

The Student Government Association (SGA) provides students the opportunity to be active in their campus community as well as the local community. Members attend meetings to discuss various events and issues that face the student body. They participate in community service projects, learn more about the governmental process, oversee the use of the student activity fee, make new and lasting friendships and much more! The Student Government atmosphere allows students to excel in leadership, confidence and networking skills that will be helpful if continuing their education as well as in their future careers.

Student Publications

The Student Literary Magazine, "The Community," is published every spring and features short stories, poetry and artwork produced by DCC students.

"The Falcon's Call" is the student newspaper, published throughout the school year. The newspaper is a student club and invites participation from all students.

College Colors

The Dutchess Community College colors are buff and blue, and the athletic teams are known as the Falcons. The College colors have a significance in the history of Dutchess County. During the American Revolution, the Continental Army stationed at Fishkill wore buff and blue.

Intercollegiate Athletics

The Dutchess Community College Athletics Department is a member institution of the National Junior College Athletic Association. Dutchess Community College also is a member school of Region XV and the Mid- Hudson Conference. The Dutchess Athletics Department offers intercollegiate programs for students interested in participating in Women's Volleyball, and Men's and Women's Soccer during the fall; Men's and Women's Basketball during the winter; and Women's Softball and Men's Baseball during the spring. Dutchess Community College is also a member of the NJCAAE and offers intercollegiate eSports during the fall and spring semesters.

The Dutchess Community College Athletics Department is committed to assisting student-athletes with maintaining a high grade point average and preparing for future endeavors while providing a meaningful, worthwhile experience participating in intercollegiate athletics. It assists student-athletes to develop a strong work ethic, enhance interpersonal skills and physical capabilities while emphasizing the importance of teamwork and sportsmanship. Student-athletes are expected to display a high degree of integrity, responsibility, and ambition. They must be reliable team players who use proper judgment and conduct themselves in a professional manner that displays sportsmanship while participating on a scholastic athletic team.

Athletics works closely with coaches, students, teachers and administrators and strives to see each and every student-athlete successfully complete their semester goals and work toward the attainment of an associate degree at Dutchess Community College. The department also helps student-athletes transition from Dutchess Community College to an institution where they would be able to continue their scholastic athletic career while simultaneously pursuing a four-year degree in their academic area of interest. For more information, visit the Dutchess Community College Athletics website at www.dutchessfalcons.com.

Additional Services

Bookstore

The bookstore, operated by Follett, is in Dutchess Hall, room 211 and can be reached at (845) 431-8080. In addition to textbook rentals and sales, the bookstore offers a variety of school supplies and merchandise, including DCC logo clothing.

For more information visit www.sunydutchess.edu/studentlife/bookstore.

Day Care Center

The Louis Greenspan Day Care Center offers quality, affordable child care to students, staff and faculty of DCC, as well as community members. The Center accepts children from 18 months to 5 years of age. Hours of operation are 7:30 a.m. to 5:00 p.m., Monday through Friday, following the College academic calendar. The classrooms are staffed with teachers trained in early childhood education, as well as student teachers from DCC and Marist College. The center also serves as a research, observation and internship facility for a variety of academic departments on campus.

Opened in 1975, the day care center strives to demonstrate standards of excellence in early childhood education and child development practices. Our center provides a safe and nurturing environment while promoting the physical, social, emotional and intellectual development of young children. The center maintains an open-door policy in which parents are encouraged to visit and participate in all aspects of their child's educational experience. The Louis Greenspan Day Care Center is accredited by the National Association for the Education of Young Children.

Enrollment is on a first-come, first-served basis. Early registration is strongly suggested. Registration materials can be obtained from the center director, or by calling (845) 431-8085.

DCC Help Desk

The DCC Help Desk provides a single point of contact for campus technology support. Please contact the Help Desk for any and all technology related issues. The DCC Help Desk is located in CBI 130. Its web portal and hours of operation can be found in the Student tab of myDCC. Call (845) 431-8000 (say Help Desk at the prompt).

Laboratory Nursery School

Dutchess operates a registered laboratory nursery school. Children who are three years, two months old through 4 years, 10 months old are admitted each September. The children are selected at random from the applicant pool in order to meet the educational needs of the College and its students. Classrooms are directed by fully certified early childhood teachers and are staffed by DCC students matriculated in the early childhood curriculum. Information about fees (\$2,300 per year) and registration can be secured from the supervisor of the Dutchess Community College Laboratory Nursery School, [Jennifer Santosuosso](mailto:Jennifer.Santosuosso).

Child Care Resources for Student Parents with Young (birth – age 12) Children

Resources are available based upon financial need and/or parent (guardian) status. These resources may be used to support both on campus and community-based child care.

For more information, please contact:

Sandra Kraich, Director, Louis Greenspan Day Care Center at dccchildcare@sunydutchess.edu or 845-431-8085
Whitney Morris, Student Resource Navigator, DCC CARES at dcccares@sunydutchess.edu or 845-431-8973
DCC Foundation at dccf@sunydutchess.edu or 845-431-8400.

Academic Housing

On-campus housing is available for full-time students interested in combining the quality, affordability and other benefits of a DCC education with the experience of living away at school. Conklin Hall features fully furnished suites that include two bathrooms, a living room and kitchenette (with sink, microwave and full refrigerator).

The building is designed for comfort, safety and convenience and the academic housing staff, amenities and programs combine to create a welcoming environment that enriches the student experience.

The four-story residence hall features:

- Convenient location near academic buildings, campus activities and student services, and adjacent to parking.
- 476 beds
- Lounge on each floor; multi-purpose atrium
- Wireless Internet and cable television service
- Laundry room and vending area
- Noncombustible construction; sprinklers throughout
- 24-hour security
- Geothermal heating and cooling
- 24/7 access to Conklin Hall Fitness Center

Students from counties other than Dutchess and Putnam must have a high school average of 70 or above in order to be considered for eligibility to live in the residence hall. Those who do not meet the academic requirements may attend DCC but not live on campus until completing at least one full-time semester and demonstrating satisfactory progress. Students transferring from another college must have a 2.0 GPA to be considered for academic housing. For more information visit www.sunydutchess.edu/reslife, email academichousing@sunydutchess.edu or call (845) 790-3676.

DCC CARES

Campus – Assessment – Response – Evaluation – Support

DCC CARES encourages student persistence in college by providing holistic, wrap-around support to students whose ability to stay in school is threatened by any number of outside factors, especially their inability to meet basic human needs and financial obligations.

Student Resource Navigator (SRN)

The Student Resource Navigator (SRN) connects students to campus and community resources and assists students with applying for grants and services that are available to help students get over short-term hurdles, such as job loss, medical expenses, car repair, child care issues or other unanticipated expenses.

The SRN also collaborates with campus support staff and community partners to provide students with workshops focusing on topics such as financial literacy, self-management and resiliency. The Student Resource Navigator's office is in room 203 of the Student Services Building and may be reached at (845) 431-8973 or dcccares@sunydutchess.edu.

The Pantry

The Pantry, located on the lower level of Dutchess Hall in room 114, offers a three-day supply of nutritious food as well as personal care products. So that everyone may access The Pantry, it is available to students, faculty and staff once per month. Requests and questions may be made through thepantry@sunydutchess.edu.

The Clothing Closet

The Clothing Closet is a service provided through the DCC CARES and The Pantry to provide professional attire and basic clothing needs for students and their families at no cost. To book an appointment for The Clothing Closet, please email thepantry@sunydutchess.edu or call The Pantry at (845) 790-3714.

ACADEMIC INFORMATION

The following information about academic policies and procedures is provided to assist students in attaining their academic goals as effectively as possible. Students should seek the advice of an academic coach or faculty advisor if they have questions about the regulations and procedures stated in this or any other section of the College catalog.

Absences and Tardiness

Since excessive absences or tardiness may affect the quality of a student's academic performance, the College expects all students to attend classes regularly. Faculty members may determine their own policies regarding irregular class attendance. **Students should be aware that non-attendance at classes will not result in automatic withdrawal from a course.** Unless the student initiates a formal course withdrawal request through the Registrar's Office, non-attendance will result in a "ZF" grade.

Students must complete all assignments, examinations and other requirements in all of their courses. Absence does not constitute exemption from such obligations, and it is the student's responsibility to take the initiative to make up any work missed. Students must be aware, however, that the opportunity to make up an examination is not a student right, rather it is a privilege granted under special circumstances. Make-up examinations must be offered for absences due to religious observances, hazardous weather conditions, verifiable medical reasons or field trips that are related to an academic program. In the case of academic field trips, students should inform their instructors prior to the trip so that arrangements to submit work or to schedule a make-up exam can be made. In all other cases, faculty members are free to determine their own policies regarding make-up examinations. Students must be informed, in writing, at the beginning of each semester of the make-up examination policy for each course.

Absences Due to Inclement Weather

On days when the College remains open during inclement weather, students should make their own determination whether to attempt to travel to class based on the safety of road conditions in their own locale. Students will not be penalized for missing class under this circumstance, although students are responsible for the work missed and are expected to make it up in a reasonable time as determined by the instructor.

Absences Due to Religious Beliefs

Any student at the College who is unable, because of his or her religious beliefs, to attend classes on a particular day or days will be excused from any examination or any study or work requirements. College faculty will provide an equivalent opportunity for the student to make up any work that he or she may have missed because of such absence. (Section 224, New York State Education Law)

Academic Integrity

Dutchess Community College is committed to the principles of honesty, integrity, and ethical behavior. It is expected that students will recognize these values and adhere to all aspects of student conduct and academic honesty inside and outside of the classroom. Academic dishonesty in any form is regarded by the College as a breach of academic ethics and may result in disciplinary action. Academic dishonesty includes, but is not limited to, the following:

- Cheating on examinations
- Plagiarism: the representation of another's ideas or writing as one's own. Examples include:
 - presenting all or part of another person's published work as something one has written.
 - paraphrasing or summarizing another's writing without proper acknowledgement (citation).
 - representing another's artistic or technical work or creation as one's own.
- Willingly collaborating with others in any of the above actions which result(s) in work being submitted which is not the student's own.
- Submitting work containing any content that was generated by an Artificial Intelligence bot or website when not explicitly directed to do so by the instructor.
- Stealing examinations, taking electronic images, falsifying academic records and other such offenses.
- Knowingly permitting another student to use one's work or cheat from one's examination.
- Submitting work previously presented in another course without permission of instructor.
- Unauthorized duplication of computer software.
- Unauthorized use of copyrighted or published material.

If, based on substantial evidence, an instructor deems that a student is responsible for a violation of the Academic Integrity Policy, the instructor may take the following actions:

- The instructor may require that the student repeat the assignment or examination,
- The instructor may give the student a failing grade for the assignment or examination, or
- The instructor may give the student a failing grade for the course.

As an institution of higher education, it is incumbent on the College to ensure that students understand and uphold the highest standards of academic honesty and that there be accountability in cases where students repeatedly violate those principles. In

order to build an intellectual culture of academic integrity and ensure that students learn appropriate behavior in their academic endeavors, faculty and staff who judge that a student intentionally violates the Academic Integrity Policy shall report said violation to the Office of Instruction & Learning. Students' right to privacy will be upheld, and all students shall have the right to appeal any action that results from this process. A complete description of the formal academic dishonesty appeal process may be found in the Student Code of Conduct.

Types of academic dishonesty, from cheating to unauthorized duplication of computer software, are listed in [The Student Code of Conduct which is available online here](#).

Academic Honors

As an expression of its commitment to academic excellence, the College recognizes superior scholarship by its students in several ways.

President's List: Students who distinguish themselves by earning a QPA/ CPA of 3.75 or better, with no grade below C, based on a minimum of twelve academic or degree credits, in the semester or semesters under consideration, are named to the President's List.

Part-time students who achieve a QPA/CPA of 3.75 or higher for each full-time equivalent semester of study completed shall be placed on the President's List. A full-time equivalent semester is defined as the completion of twelve credit hours of study.

Dean's List: Students who distinguish themselves by earning a QPA/CPA of

3.2 to 3.74, with no grade below C, based on a minimum of 12 academic or degree credits of work, in the semester or semesters under consideration, are named to the Dean's List.

Part-time students who achieve a QPA/CPA of 3.32 to 3.74 or higher for each full-time equivalent semester of study completed shall be placed on the Dean's list. A full-time equivalent semester is defined as the completion of twelve credit hours of study.

Academic Citation: A notation is made on the transcript for students who earn a QPA/CPA of 3.0 to 3.19 based on a minimum of twelve academic or degree credits of work, in the semester or semesters under consideration.

Part-time students who achieve a QPA/CPA of 3.00 to 3.19 or higher for each full-time equivalent semester of study completed shall have a notation on the transcript. A full-time equivalent semester is defined as the completion of 12 credit hours of study.

Honors Courses: Honors courses challenge liberal arts students through interdisciplinary study. These courses introduce students to all aspects of the college experience including library research, academic advisement, extra-curricular opportunities and transfer possibilities. Students who have taken Honors courses in the past have transferred to a variety of quality colleges including Colgate University, Cornell University, New York University, Vassar College and Williams College as well as to SUNY's most competitive four-year campuses. Students are selected for the Honors Minor on the basis of high school achievement, standardized test scores, and an individual interview. Honors courses are open to qualified full-time and part-time students. For details on the honors minor, see page 34.

Phi Theta Kappa: This is an international honor society established to recognize and encourage scholarship and service among two-year college students. Phi Theta Kappa provides opportunities for the development of leadership, service and academic excellence. Many four-year colleges have set aside scholarships for community college transfer students who are Phi Theta Kappa members. Students are invited to become members of the DCC Alpha Psi Kappa chapter of this honor society if they have a 3.5 CPA or a total of 12 hours of college-level work completed at the community college and maintain a 3.2 CPA throughout their community college career.

Alpha Beta Gamma: This is an international business honor society established in 1970 to recognize and to encourage scholarship among two-year college students in business curricula. The organization reserves more than \$500,000 in scholarships for initiated members of Alpha Beta Gamma who transfer to four-year colleges and universities. To be eligible for membership in the Delta Zeta Chapter of Alpha Beta Gamma at the College, a student must be enrolled in a business curriculum and have completed 15 credit hours with at least 12 hours of work taken in courses leading to a business degree recognized by the College. In addition, the student must have demonstrated academic excellence by attaining a 3.5 CPA in business courses as well as a 3.5 overall CPA.

Academic Standing

Students are considered "in good academic standing" if they are making satisfactory progress toward completion of a certificate or degree, and have met the required cumulative grade point average for the number of credits that they have attempted.

Auditing

Students may register to audit courses on a space-available basis beginning with the first day of classes each term. The approval of the Registrar and instructor are required for an audit status. Payment is the same as for students taking the course for credit.

Students may not change from audit status to credit status or from credit status to audit status after the third week or the equivalent for shorter parts of term.

Senior citizens, 60 or older, may audit college credit courses on a space-available basis. There is no auditing charge for senior citizens. Senior citizens are permitted to audit during the spring and fall semesters only.

Change of Curriculum

Students may change their curriculum if they feel their abilities and interests are better suited to another program of study. When considering a curriculum change, the student should explore the possibilities and realities of the new program with his/her academic coach. Length of time needed to complete degree requirements, prerequisites and suitability of a new curriculum can be discussed at this time. A student may be referred to the chairperson of the curriculum in which the student is interested for additional information. In changing curriculum, a student should understand that no credit will be granted for courses previously taken that do not apply to the new program.

Eligibility for TAP awards for students changing academic programs will be based on the student's CPA and accrued credits in the old curriculum prior to the effective date of the program change. Change of majors for the current semester must be submitted during the first three weeks of the semester in order for it to be reflected for the current semester. After the first three weeks the change of major will take effect for the following semester.

Re-Admission

Re-admission to Dutchess Community College is necessary for students who have not been in attendance according to the criteria below and were previously matriculated (degree-seeking) and wish to re-enter as a degree-seeking student. In order to be re-admitted students must officially apply for re-admission. Re-admitted students are matriculated under the catalog term of their returning semester and are required to meet degree and program requirements in place at the time of re-admission. Official transcripts from each college attended since leaving DCC should be submitted for review if applicable.

Re-admission is required for students who meet any of the following criteria:

- You previously applied and were accepted to DCC but never
- You were accepted to DCC and attended, but since had a break of two or more consecutive semesters in your enrollment (excluding summer and winter terms).
- You were academically dismissed from the college and lost your matriculation status.
- You were non-academically dismissed from the college and lost your matriculation status.
- You have graduated from DCC and are looking to return to pursue a second degree.

You can download the Re-admission Request Form and submit it to the Admissions Office (<https://www.sunydutchess.edu/assets/ApplicationForReadmission.pdf>) or you may apply for re-admission using the online form (<https://connect.sunydutchess.edu/register/readmit>).

Cross-Registration

Students attending a SUNY four-year institution or community college may be permitted to take courses at other SUNY four-year institutions or community colleges. Students can apply for cross registration by filling out the online application at www.suny.edu/crossregister.

Definitions:

Home Institution: SUNY institution where the student is enrolled full-time in a degree or certificate program.

Host Institution: SUNY institution that agrees to allow the student to enroll in coursework while still pursuing a degree or certification program at the home institution.

Requirements:

Students must be a matriculated undergraduate, and be attending full- or part-time at their home institution. Students are limited to six credits of undergraduate cross-registered coursework. Cross-registered courses must be applicable toward degree or certificate requirements. If DCC is the home institution the cross registration will be approved only if the options available at DCC impede on the students' time to degree completion. Students cross-registering at a community college are required to provide a certificate of residence to the institution. Under most circumstances, students registering through a SUNY cross-registration agreement are not charged tuition at the host institution, but may be liable for course-related fees.

Degrees, Certificates and Academic Credentials

Dutchess Community College is authorized by the Board of Regents of the University of the State of New York to award the following degrees and certificates:

Associate in Arts (A.A.)

Programs that lead to this degree are designed for those students who plan to receive a baccalaureate degree from a senior college or university. The A.A. degree may be completed in two years and consists primarily of courses in the liberal arts and sciences, special liberal arts and science courses related to the student's major field of interest and electives.

Associate in Science (A.S.)

These programs are designed primarily to prepare students to continue their education for the baccalaureate degree in scientific or professionally related programs at a senior college or university. The A.S. degree may be completed in two years and consists of a core of liberal arts and science courses, additional required special courses related to the student's field of interest and electives.

Associate in Applied Science (A.A.S.)

These programs may be completed in two years and prepare their graduates for immediate employment in specific occupations or careers. Many graduates, however, do transfer some or all of their credits toward more advanced study at a senior college or university. The A.A.S. degree consists of a basic core of liberal arts and science courses, special courses related to a specific career area and electives.

Associate in Occupational Science (A.O.S.)

Like the Associate in Applied Science, these programs may be completed in two years and prepare their graduates for immediate employment in specific occupations or careers. The A.O.S. degree consists primarily of special courses related to a specific career area.

Honors Minor

DCC currently offers the option for qualified students to enroll in one Minor: the Minor in Honors Studies. A Minor is a set of supplemental requirements designed for students who wish to complement and enrich their respective major curricula. Minors are designed to be broad and complementary, and do not constitute scaled-down versions of active degree programs. Students must be matriculated in a degree program in order to declare a Minor. See specific details on the Minor in Honors Studies.

Certificate Programs

DCC offers two types of credit certificate programs: an academic certificate and an applied academic certificate.

The Academic Certificate includes career-oriented courses and at least nine credits of liberal arts courses.

The Applied Academic Certificate includes career-oriented or technical courses and at least one liberal arts course, ENG 101. Certificates may be of varying length. However, it is expected that the majority of certificate programs can be completed in one calendar year. Courses in certificate programs are applicable to associate degree programs at Dutchess Community College.

Microcredential (Applied Academic Credential)

A Microcredential is a targeted credential that is smaller than a certificate. Students do not need to be matriculated to enroll in the courses to earn a Microcredential, and can complete the credential on a flexible schedule. Any Microcredentials that you earn at DCC will appear on your official DCC transcript, and you will also earn a "Digital Badge" that will allow you to share your achievement with potential employers on professional networking sites. See page 29 for more information on the Microcredentials currently offered at DCC.

Online Learning

Each semester, the College offers numerous online and hybrid courses in a variety of disciplines. In online courses, communication with the professor and the other students occurs electronically and assignments, papers and tests are done from your computer. The quality of teaching and expectations for learning are the same whether the course is taken online or on campus. Students should be aware that success in online learning requires organization, self-discipline and good time management skills.

DCC's online courses are offered through SUNY Online. All students who register for an online or hybrid course for the first time at DCC are required to complete the Online/Hybrid Student Orientation before their class begins. The orientation will introduce students to online learning and covers basic Blackboard skills for submitting online work. This orientation can be found on the My Courses page in myDCC shortly after a student registers for an online class.

Fresh Start Rule

Students who have not enrolled in credit classes at DCC for a minimum of three consecutive years, and who have Ds and Fs on their transcript, may apply for the Fresh Start Rule. All grades of D and F will be made non-applicable on the student's transcript. The rule can be used only once and cannot be applied if a student has already graduated. Students are expected to apply prior to

completing their first semester returning in order to be eligible. All other requirements for graduation remain in effect. Students apply through the Registrar's Office. If approved, the Fresh Start will not be reflected on the student's transcript until 3 weeks into the returning semester.

Grade Changes

A grade of incomplete must be made up within the next four weeks in which the College is in regular session. Otherwise, the incomplete automatically becomes an F. A faculty member may change a student grade (including a grade of I) up until one year after the grade was initially submitted. He/she needs to complete a change of grade form in the Registrar's Office. (DCC Board of Trustees, Resolution No. 1999-26)

Grade Appeals

If a student wishes to discuss a grade that he/she has received for a test, an assignment or the final grade in a course, the initial step is for the student to meet with the instructor to resolve the concern in an informal manner. The meeting must be requested within 30 calendar days after receipt of a grade for a test or assignment, or by the end of the second week of the following semester after receipt of a grade for the course.

If this meeting does not result in a satisfactory resolution of the concern, within 14 days, the student should obtain a Grade Appeal Form from the academic department secretary or the Office of Instruction & Learning, and initiate a formal grade appeal. The student should bring the completed form for Step 1 to the instructor's department chair, who will convene a meeting with the student and the faculty member in an attempt to achieve an equitable outcome. A complete description of the formal grade appeal process may be found online at www.sunydutchess.edu/academics/academic_policies/grade_appeals.html.

Grade Point Averages (GPA)

The overall quality of a student's work for a semester is measured by current term GPA, while the quality of all the work a student has done at the College through one or more semesters is indicated by cumulative GPA or CPA. The student's term GPA is determined in the following manner:

Using quality points for each grade as defined in the Grading System section, multiply the number of quality points equivalent to the letter grade received in each course by the number of credit hours for the course to get total quality points received for the course. Divide the sum of the quality points received in all courses by the total number of credit hours. Round to the nearest hundredth. The quotient represents the student's current term GPA for the semester.

The student's cumulative GPA is determined in the same way, except that it includes all credit work completed at the College. In the event a course is repeated, the highest grade and quality points are used in the computation of the cumulative GPA.

Example

Course	Total Credit	Grade	Quality Points	Total Quality Points
ENG 101	3	A	4.00	12.00
CHE 121	4	C+	2.33	9.32
MAT 118	3	D	1.00	3.00
HIS 102	3	F	0.00	0.00
BHS 103	3	A-	3.67	11.01
PED 101	1	B	3.00	3.00
	—			—
TOTALS	17			38.33

(Calculate GPA = $38.33/17=2.25$)

Grading System

Grade	Quality	Grade Points	Numerical Equivalent
A	Excellent	4.00	93-100

Policies

A-		3.67	90-92
B+		3.33	87-89
B	Good/Above Average	3.00	83-86
B-		2.67	80-82
C+		2.33	77-79
C	Average	2.00	70-76
D	Acceptable as an individual course grade. If received in a prerequisite course, the student may not qualify for the next course in sequence. "D" grades do not typically transfer to other institutions.	1.00	60-69
F	Failing	0.00	0-59
ZF	Failure due to never or stopped showing up	0.00	
I	Incomplete, a temporary grade given in cases where students have not completed course requirements due to reasons beyond their control. The course requirements must be completed and a grade submitted within the first four weeks of the following semester (fall or spring) or the "I" automatically becomes an "F."		
J	Proficiency, a grade that meets graduation requirements, earned by examination or life experience. To earn credit by proficiency, a student must perform at the level of C or better.		
P	Passing (given only as a midterm grade with the permission of the Vice President for Instruction & Learning)		
T	Transfer, a grade given upon awarding transfer credit. Only gives credit for course and does not impact GPA		
U	Audit (No Credit)		
W	Withdrawn		
WA	Administrative Withdrawal		
WS	Student Conduct Withdrawal		
WZ	Administrative Withdrawal		

PA	Pass (Spring 2020 only)		
NC	No Credit (Spring 2020 only)		

No grade change will be processed for any student later than one year after he/she has completed the course.

This indicator is used to designate a grade in a developmental course. Any grade followed by a # is not calculated into the student's grade point average.

Graduation Requirements

All candidates for degrees and certificates from Dutchess Community College are required to:

1. Fulfill all the requirements of the approved and registered program for which the student is registered.
2. Successfully complete the minimum number of credits required in the program.
3. Complete, at Dutchess, at least 24 hours of the course work offered for credits toward a degree.
4. Have a Cumulative Grade Point Average of 2.0 or better.
5. Be certified for graduation by the Registrar or his/her designee.
6. Apply for graduation by meeting with an Academic Coach and then submitting the graduation application to the Registrar's Office
7. Have paid or satisfactorily adjusted all College fees and met all other obligations.
8. Have submitted official proof of high school graduation or GED.

Certificate Programs

- Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.*
- Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

Microcredentials

- Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.
- No more than 50% of credits may be accepted in transfer.*
- A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.
- If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

After graduation, a student may continue to study at Dutchess on a non-matriculated basis or matriculate in a second degree or certificate program. In order to matriculate in a second degree program a student must re-admit to the college. The re-admission application can be obtained in the Admissions Office.

Prerequisite Courses

Prerequisites are intended to ensure that a student has sufficient preparation before advancing to the next course in a sequence. Prerequisites, where stated, must be met before enrollment will be permitted.

Probation and Dismissal

A student "in good academic standing" is eligible to matriculate and may register for academic course work for the term in question. Students whose academic performance falls below the standards normally required by the College may either be placed on probation or dismissal by the Registrar. Probation is a status assigned to those students showing reasonable promise of improving their performance. Students are dismissed when they fail to demonstrate the ability and interest required for successful completion of a given program (as indicated below). Dismissal will reduce a student's academic course load to part time status.

Academic probation, which may include constraints upon a student's activities, is intended as an educational device to encourage greater effort on the part of students who appear to be having difficulty in meeting certain academic standards. Placement on academic probation may include denial of the right to register for academic course work unless certain conditions are met. Full-time students on academic probation will be given a credit restriction of 14 credits max.

Any student may appeal to the assistant dean of student services, who may extend special consideration to those students whose circumstances or academic records indicate that such consideration is warranted.

The following guidelines are used to determine the status of matriculated students:

CPA Hours	Probation CPA***	Dismissal CPA***
0-18*	Lower than 1.50	

19-36	Lower than 1.75	Lower than 1.40
37-54	Lower than 1.90	Lower than 1.70
More than 54	Lower than 2.00	Lower than 1.90

*Applies to part-time students once they have attempted 12 credits.

**Students on probation will only be able to register for a maximum of 14 credits.

***Student must complete six credits with C or better to be reinstated to full-time status.

Repeating Courses

Students receiving a "F" in a course or failing to achieve the required grade for enrolling in the next course in sequence may repeat the course in question once. However, they may not repeat it again without written permission from the head of the department responsible for the course.

Second Degree

Students who feel that they will gain significant educational or career advantage by earning more than one associate degree from DCC may pursue study toward another degree with the written approval of the registrar. In order to qualify for the second degree, a student must complete at least 15 applicable credits beyond those used to satisfy requirements for the first degree. Nine of the 15 credits must be specifically required in the second curriculum.

Students who wish to qualify for the degrees simultaneously should request approval as soon as they are aware of their plans to earn two degrees. Those who already have received one degree should seek approval prior to matriculating in the second degree program. Interested students should contact their Academic Coach in the ACT Center.

Rematriculation After Dismissal

Students who are academically dismissed lose their matriculated status. They may appeal the dismissal through the Office of Enrollment and Student Success. If the appeal is successful, the student is rematriculated and may resume full-time or part-time matriculated study.

If the dismissal is upheld, the student must meet one of two conditions in order to rematriculate: 1) Register for part-time studies for the next semester on a non-matriculated basis. If the student receives grades of C or better in six credit bearing courses or more, he/she may then return to full-time or part-time matriculated study in the following semester; or 2) Remain non-enrolled for two semesters. The student may then reapply for full-time study (or part-time matriculated study) without meeting special conditions.

Dismissed students who have met the conditions for rematriculation must apply for rematriculation. Application for rematriculation should be initiated in the Office of Admissions. In all cases, the conditions specified to be rematriculated must have been satisfied or be in the process of being met at the time of application.

Students who are dismissed from either full- or part-time status and lose their matriculation are not eligible for financial aid from either federal or New York state sources.

If a student's dismissal is successfully appealed, her or his financial aid may still be in jeopardy due to a lack of satisfactory academic progress.

Waiver of Program Requirement

It is expected that a student will complete all the requirements of his/her curriculum. Under exceptional circumstances, certain requirements may be waived. New York State Education Department regulations, such as the minimum number of credits required for graduation and the required number of liberal arts and science credits, may not be waived. It should be noted that waivers are never automatic. Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for a student to meet a graduation requirement, or when a student needs to meet a specific requirement of a four-year college to which the student intends to transfer.

When a required course is waived, a course of an equal or a greater number of credits must be substituted. A Waiver or Modification of Curriculum form must be approved before the student enrolls in a substitute course. The approval process is initiated by the department chair, program chair or academic coach, reviewed by the appropriate academic department, and finally acted upon by the Vice President for Instruction & Learning. It is then sent to the Registrar's Office to be updated in the student's Degree Works Audit.

Service Learning

The Service Learning Program at Dutchess Community College facilitates student academic learning through meaningful service experiences, which encourage and enable DCC's faculty and students to positively impact the community. The Service Learning Program seeks to bring campus and community together in partnership to share resources, meet real community needs, and help educate individuals to become the change agents of tomorrow.

Service learning is an educational experience integrating community service with an academic class to enhance learning and address critical community needs. Service learning emphasizes hands-on experiences that address real-world concerns integrating critical thinking, reflection, and civic responsibility. The service experience provides a context for testing, observing, or trying out discipline-based theories, concepts, or skills. Students gain knowledge that's directly connected to the student learning outcomes of the service learning course being taken. Likewise, the academic context enriches the service experience by raising questions about real-world concerns and providing a forum for probing these concerns in-depth. Most service learning work is done with non-profit organizations, community groups, and governmental agencies whose goal is to serve the public good. Faculty who wish to build Service Learning into their courses should contact Linda Haas Manley, Workforce Pathways Coordinator, at linda.haasmanley@sunydutchess.edu or 845-431-8904.

Special Studies Courses

Special studies projects provide students the opportunity to earn academic credit by participating in independent study, group research, seminars, community service, work experience, and other educational activities under the supervision of a faculty member. Special study projects normally are available only to matriculated students who have completed 30 or more credits, applicable to their degree, at Dutchess Community College. Students may not earn more than six credits from special studies courses. Before registering for a special studies project, the student must develop a project with a faculty member who volunteers to serve as the student's mentor and the project must be approved by the head of the sponsoring department. Students should consult their academic coach for further information.

Study Abroad

The experience of studying abroad can be a rewarding and exciting addition to a student's academic career. Studying abroad will challenge students, bring them new life-long friends, and provide once in a lifetime experiences that will shape who they are. Education abroad can also provide skills and experiences welcomed in today's competitive workforce. "Study Abroad with SUNY – Study the World" provides opportunities through a number of SUNY campuses with programs available in more than 60 countries. DCC students have taken advantage of studying abroad in countries such as, Spain, Italy, Poland, Russia, Scotland, and New Zealand. Questions or inquiries should be directed to the Office of Enrollment and Student Success at 431-8970.

Summer Sessions

Credit and non-credit courses – day, evening and online – are offered each summer. Summer term is designed to provide students with an opportunity to catch up or get ahead on coursework. The maximum credits allowed for during the summer term is 14 for degree-seeking and 11 for non-degree seeking students. Students are not permitted to take more than 7 credits during any one summer session. Information on course offerings and registration procedures is available in the spring.

Winter Session

A series of accelerated online three-credit courses are available over winter break. Payment in full is required one week before the beginning of class. Financial aid cannot be used. Apply online through myDCC or visit the ACT center. During the Winter Session students can take a maximum of three credits.

Withdrawal from College or Courses

Students who withdraw from either the College or a particular course must initiate such action in the ACT Center. Failure to attend class or providing informal notification to instructors will not be considered official notice of withdrawal. If a student never attends all courses and does not withdraw, the college will administratively withdraw them with full tuition liability.

Withdrawals initiated during the first three weeks of the semester (or its equivalent for shorter parts of term) result in deletion of the course(s) from the record. A student who officially withdraws from a course(s) between the 4th week and the end of the 11th week of the semester (or its equivalent for shorter parts of term) will receive a grade of "W". If the student has not withdrawn by the end of the 11th week or its equivalent, the student will receive the grade that they earned in the course. Please refer to the Academic and/or the Credit Class Student Calendar for withdrawal deadlines.

If a student feels they have an extenuating circumstance which justifies an exception to the DCC withdrawal policy, they may appeal to the Withdrawal Appeal Committee.

- The appeal process is limited to enrolled courses taken within eighteen (18) months of the start of the current semester.

- All requests must be submitted in writing to the Withdrawal Appeal Committee and must include supporting documentation (please see the table below).
- The Committee cannot change grades for completed courses.
- Appeals are limited to all, not some, courses within a semester unless it can be documented that the issue is directly related to only the select course(s) being disputed.
- Appeals received without the proper supporting documentation (see below) will not be reviewed.
- Appeals must be made by the student. Appeals made on behalf of a student will not be reviewed.
- Appeals are limited to tuition and fee charges only. Residential students who leave housing before the end of the semester are not entitled to a refund through the Withdrawal Appeal process and are financially responsible for the entirety of their housing and dining bill, according to the housing contract.
- Appeals are limited to one per student throughout the entirety of their time at DCC.
- The Committee's decisions are final and are not subject to further appeal.

Recipients of financial aid, should discuss the implication of a Withdrawal Appeal with an Assistant Director in Student Financial Services so decisions will be based on a clear understanding of the consequences of withdrawing from courses. If a withdrawal appeal is approved, it may result in being required to return financial aid that has been disbursed prior to any changes to an academic record.

Withdrawal procedures and add/drop refund dates are widely publicized. Therefore, appeals based on lack of awareness of these issues will not be reviewed. The Committee's decisions are final.

Criteria for Appeals	Supporting Documentation
Death in the student's immediate family (parent or caregiver, sibling, child, spouse/domestic partner)	Death certificate or obituary
Unforeseen medical incapacitation of the student or immediate family	Signed letter from the student's medical professional on organizational letterhead verifying that: The student was medically unable to complete their courses or Family medical circumstances were at a severity that the student's presence was required away from school and precluded completion of the course
Involuntary call to Military Duty	Written orders regarding call to military duty
Enrollment at another school for the same term as the appeal	Proof of enrollment, transcript, schedule, or letter of enrollment from Registrar
Advising error by a College employee (includes failure to meet course prerequisites)	Letter or emails proving proof that the student was misadvised or an employee created a processing error

The Withdrawal Appeal Committee does not, under any circumstances, take phone calls or schedule appointments. All appeals must be submitted in writing.

Before requesting retroactive cancellation and/or tuition refund appeal, students receiving financial aid should discuss the implication with a financial aid advisor so a determination will be based on a clear understanding of the consequences of withdrawing from courses. Retroactively canceling courses may result in being billed for financial aid that has been disbursed based on your original enrollment.

Transcripts

Official transcripts may be ordered online from our service provider, Parchment. You will be able to choose whether to have the transcript sent electronically immediately (to a participating institution), or sent through the mail within seven days.

DCC Policy on Transcript Notations

As per NYS Article 129-B, DCC adheres to the following:

For crimes of violence, including, but not limited to sexual violence, defined as crimes that meet the reporting requirements pursuant to the federal Clery Act established in 20 U.S.C. 1092 (f) (1) (F) (i) (I) - (VIII), Dutchess Community College will make a notation on the transcript of students found responsible for a Student Code of Conduct violation resulting in suspension, dismissal, or expulsion. For the respondent who withdraws from DCC while such conduct charges are pending, and declines to complete the disciplinary process, the College will make a notation on the transcript of such students that they withdrew with conduct charges pending.

Notations for expulsion must remain on the transcript indefinitely. However, students wishing to appeal the notation for suspension or dismissal may do so after three years from the date of separation from the college for conduct issues, and seven years for Title IX violations.

A student wishing to appeal the transcript notation for suspension or dismissal must submit a letter of appeal to the Assistant Dean of Student Advocacy and Accountability or designee. It is the student's responsibility to provide substantial evidence which supports the appeal and provides documentation of their activities (work, education, etc.) since their separation from Dutchess Community College. If a finding of responsibility is vacated for any reason or an appeal is granted, any such transcript notation shall be removed.

ACADEMIC SUPPORT SERVICES

Center for Academic Achievement

The Center for Academic Achievement (CAA) promotes student academic success by offering free personalized and group tutoring support with course-specific learning skills and study strategies. Located in Hudson Hall 315, CAA professional tutors will assist students through various subject based coursework, as well as specialized Reading and Literacy, English as a Second Language (ESL), and Direct Support Professional (DSP) programs, by using tutoring techniques that encourage independent critical thinking. CAA peer tutors are DCC students who have excelled in relevant coursework, been recommended by faculty members, and are well-equipped to foster participation and engagement with their fellow students. Furthermore, the CAA's scope of tutoring varies from test preparation, time management, notetaking skills, project preparation, and content-based strategies for developing research papers.

The CAA boasts a significant tutoring area, ideal for workshops and events, such as 'Study at Night,' group tutoring, as well as a conference room, three offices, computers and laptops to facilitate and foster deep learning. For more information about the Center for Academic Achievement, please [visit their web page](#), email at caa@sunydutchess.edu, or call 845-431-8090.

DCC Help Desk

Refer to the "Additional Services" section.

MyDCC

MyDCC is the college web portal. It provides online access to library databases, campus email, student grades and student schedules. Online registration and online learning systems also are accessible through myDCC. MyDCC is the place to find out about activities on campus, important dates and class cancellations.

Dr. Mary Louise Van Winkle Professional Staff Teaching Learning Center (TLC)

The TLC serves to promote active teaching and learning by making current instructional technologies available and accessible to the faculty and professional staff at Dutchess Community College. The TLC provides a resource and support center where faculty and professional staff can obtain technical assistance and training on the use of various technologies that can enhance, augment, organize and manage online and on-campus course content. Training and materials to support faculty use of administrative educational software also is provided. The TLC is on the lower level of the Francis U. and Mary F. Ritz Library in Hudson Hall. If we add **text** here.

The Learning Commons

The Learning Commons provides academic support to students that promotes deep engagement with learning materials and fosters an appreciation for curiosity, discovery, exploration, and growth. The Learning Commons includes a variety of academic support services: Ritz Library, Math & Science Center, Writing Center, Office of Accommodative Services, Testing Services, and CSTEP. Below is information about some of these services.

The Math & Science Center

The Math and Science Center provides places for math and science learning and beyond. Students may work on assignments, with other students, or with guidance from peer and professional staff. The Center offers drop-in and appointment tutoring from both peer and professional tutors in biology, chemistry, computer information systems, computer science, mathematics, accounting, economics, nursing, engineering and physics. Tutorials using graphing calculators, MS Excel, and Desmos are also available.

The Math & Science Center is located on three floors in the Allyn J. Washington Center for Science and Art. The first-floor study space, where study sessions, faculty office hours and workshops happen, is in W126. The Math & Science Center on the second floor is located in W224. This is a large space that offers faculty office hours, workshops and drop-in tutoring by peer and professional tutors in chemistry, computer information systems, computer science, mathematics, accounting, economics, nursing, engineering, and physics. The third floor is located in W324 and has drop-in tutoring for biology with a professional tutor. In addition, the Math & Science Center provides professional tutors for nursing in the Center for Business and Industry building.

Computers, printers, dry erase boards and tables are available in each location. Calculators may be signed out for quizzes and exams from W224. The second floor also has a scanner and textbooks for most math and science courses. For more information, call (845) 431-8538 or visit www.sunydutchess.edu/masc.

Textbooks and calculators are available for use while in the Center in Washington, and a limited supply of calculators may be taken out for quizzes and tests. For more information, call (845) 431-8538 or [visit our website](#).

Testing Services

The Testing Centers in the Student Services Center, Room 104 and at DCC @ Fishkill provide proctoring services for DCC students. Test proctoring services include: testing accommodations and make-up tests, placement testing, proficiency and CLEP testing, high stakes certification testing and proctoring for students from other colleges taking online courses. Proctoring fees do apply for some exams; please see the College's fee schedule page for more information. Appointments are required and can be made through the Testing Center's webpage at www.sunydutchess.edu/testing. For further information, please contact the (845) 790-3733.

The Francis U. and Mary F. Ritz Library

The DCC Library is a vital educational resource center for the College community. Located on the 3rd floor of Hudson Hall, the Ritz Library contains a diverse collection of print and electronic books, media, journals, periodicals, and newspapers. Our collections cover general subject areas as well as specialized topics for all programs taught at DCC. All electronic resources are available on campus and off campus, as long as an internet connection is available. Students can also use study rooms, computers, laptops, media equipment, and reserve textbooks while in the library.

DCC's knowledgeable reference staff provides assistance with locating, evaluating, and effectively using information. Students and faculty have reciprocal access to other SUNY libraries through the SUNY Open Access program. Interlibrary loan allows our campus community to borrow from other libraries, especially if a title is unavailable through our purchase on-demand e-reader program. The library also offers general and customized information literacy presentations upon faculty request.

The Ritz Library creates online research guides to support the curriculum at DCC. These guides help students choose appropriate resources within a particular class or discipline, and are easily translatable into multiple Mobile library applications are also available so students can explore academic resources while on the go.

Students have 24/7 access to the library's chat service, AskUs24/7. This service allows patrons to connect with an academic librarian for research assistance. For more information about library services, please call (845) 431-8630 or access the library website through the library link on the student tab of myDCC.

The Writing Center

The Writing Center has two locations: Hudson Hall, Room 503 in Poughkeepsie, and Room 206A in Fishkill. In Poughkeepsie, the Writing Center is home to tutoring services and a full computer lab. The Writing Center offers a friendly, informal atmosphere where students work one-on-one with professional and peer tutors on any writing assignment or task. Students visit during various stages of their writing process to clarify assignments, brainstorm, outline, review rough drafts, plan revisions, or consider final editing. In addition, the Writing Center provides a resource library of reference books and handouts, a space for readings and other special events like "Poetry Slams," and a quiet place to write. Online tutoring is available through the Writing Center's website. Throughout the semester, the Writing Center conducts workshops for students on assorted topics, such as writing scholarship and college application essays and MLA/APA formatting guidelines. The Writing Center hosts class workshops in collaboration with educators, either in the Hudson 503 space or in their classroom.

The Center's computer lab offers computers, printers, a scanner, a variety of word processing programs, course-related software, and Internet access for research purposes. A teaching lab assistant and student aides orient students to computer operations and demonstrate programs for word processing, spreadsheets and computer-based research. For more information about the Writing Center, [visit their web page](#) or call (845) 431-8095.

Online Tutoring

On myDCC and Brightspace, you'll find access to free online tutoring that connects students to tutors in a variety of subjects, including math, science, writing, world languages, economics, and more. Tutors are available during the day, evenings, and weekends, with select subjects offered 24/7. This tutoring is offered through our on-campus tutoring centers and through online services.

DCC FOUNDATION

Mission

The mission of the Dutchess Community College Foundation is to raise funds to provide scholarships and support the College's initiatives that will have a significant and direct impact on the students, faculty and staff of Dutchess Community College.

Scholarship Awards from the DCC Foundation

In addition to the various types of financial aid available to students from governmental and non-governmental sources, the DCC Foundation administers various types of local scholarship aid.

Incoming Students

The Charles E. and Mabel E. Conklin Scholarship for Academic Excellence is for full-time incoming freshmen who have graduated from a Dutchess County high school in the top 10% of their class. These scholarships cover the cost of tuition for two consecutive years (four semesters) of full-time study at Dutchess Community College.

Additional scholarships for incoming freshmen are available. For a full list and application, please visit www.sunydutchess.edu/scholarships.

Continuing Students

Scholarships for continuing students (24+ credits) are made possible through the generosity of private donors. Applications are available during the spring semester each year. The scholarships, which range from \$500-\$3,500, are awarded at an annual Honors Convocation in May.

Graduating Students

Private donors also have funded scholarships for students graduating from DCC and transferring to another institution. As with the scholarships for continuing students, these range in value from \$500 to \$4,000 and will be awarded at the May Honors Convocation.

Day Care Scholarships

The Foundation provides scholarships to help struggling parents afford the day care services that allow them to stay – and succeed – in college. Call the Foundation at (845) 431-8400 for more information.

Emergency Needs Grants

The Foundation also helps support financial hardship grants for students who need to overcome short-term hurdles. More information can be found on page 19 of the catalog (Student Resource Navigator).

Alumni Relations

The DCC Foundation serves as a vital link between all alumni and Dutchess Community College. It works to facilitate communication and sponsor a wide variety of programs and benefits for alumni that foster a spirit of loyalty, involvement and lifelong commitment to the College. With the support of our loyal graduates and many friends, DCC continues to be a leader in community college education. For more information, call the DCC Foundation at (845) 431-8400.

Organization Background

The DCC Foundation was incorporated on July 21, 1976 to advance the mission and goals of Dutchess Community College. It became a 501(c)3 nonprofit corporation in 1984 with assets totaling \$280,069. As of August 31, 2022, the Foundation's assets total more than \$14,600,000. This growth provides for scholarships and grants in excess of \$800,000 each year.

In addition to scholarships, the Foundation supports endowed chair programs and professional development, sponsors a variety of special programs to support the College's mission and provides funding for technology and campus improvements. The Foundation has become an integral part of DCC's drive to maintain excellence and to improve the educational experience of all students.

We are able to do this through the generosity of our alumni and friends that have made the DCC Foundation a philanthropic priority. Funds are raised through our annual fund, major gifts and special events programs. This support makes a measurable difference financially for our students.

Board Members, 2023-2024

Officers:

- Raymond J. Freda, '88, Chair
- Lisa Morris '85, Vice Chair
- Michael Graham, Treasurer
- Brian Berryann '20
- Shirley Roberts Brereton '88
- Betsy Brown '64
- Paul Conrad '12
- Jasmin Davis
- Robert Dietz
- Carol Gordon
- Michael Hall
- David P. Kelly
- Richard Kleban
- Rita McPeck '88
- Eddie Monroy '11
- Vincent Nunziato
- Kip Bleakley O'Neill
- Adam Podpora '11
- Richard Reitano
- Sherre Wesley
- David Wise '80

Ex-officio:

- Peter Grant Jordan, President
- Frank Castella, Jr. '99, Trustee Liaison
- Diana L. Pollard '97, Assistant Secretary
- Lara Simmons, Recording Secretary

DCC Foundation Personnel:

- Diana L. Pollard '97, Executive Director, (845) 431-8403
- Burnelle Roser, Assistant Director
- Lara Simmons, Executive Assistant
- Stephanie Timpano '90, Development Coordinator
- Sarah B. Wheeler, Development Associate, (845) 431-8400

CREDIT-FREE AND WORKFORCE DEVELOPMENT PROGRAMS

DCC is proud to offer a variety of credit-free courses designed to meet the needs of business and professional groups and the community at large. For the adult student interested in exploring new technical areas, credit-free courses offer an attractive alternative. The credit-free environment makes it possible for people to continue to learn throughout their careers. Tuition for credit-free courses varies by course type.

Many of our credit-free courses are vocational in nature, offering the opportunity for professionals in a variety of fields to obtain the continuing education necessary to enter new fields, maintain needed skills, develop new skills, or qualify for recertification of professional licenses.

Additionally, a variety of contract training programs is offered for business and industry, government and nonprofit organizations. These programs are customized to meet the needs of the business community, to upgrade the workforce, and to prepare for new business opportunities in a changing economy. Details can be obtained from the Office of Workforce Development & Continuing Education at (845) 431-8900.

Finally, DCC offers a series of credit-free courses (both on and off campus) to prepare students for the GED exam, and to improve English language skills for English as a Second Language (ESL) learners. Basic skills and college preparatory classes also are available. Students interested in High School Equivalency or ESL courses should contact (845) 790-3590.

Credit-free Tuition Refund Policy

In most instances, a student may withdraw from a course with a full refund up until 3:30 p.m. on the last business day before the course begins. Full refunds or complimentary transfer are given for all courses and programs that are canceled by the College. For a full overview of the Credit-free refund policy, please visit <https://www.sunydutchess.edu/academics/continuing-education/>.

DCC Academy of Music

The Dutchess Community College Academy of Music is a partnership between credit-free music offerings and the college's Performing Arts: Music Track associate degree and Music Performance Certificate program. The DCC Academy of Music is committed to providing individual lessons, ensembles and group classes for the musical enrichment of students with both avocational and professional ambitions, as well as the needs and interests of the diverse populations from across the region, including children and life-long learners. The DCC Academy of Music also serves as a teaching institute, permitting students interested in pursuing employment in music education key opportunities to receive training and mentorship while serving the broader community.

Get more details from the Academy of Music at (845) 431-8916.

INSTITUTIONAL STUDENT LEARNING OUTCOMES

DCC has identified the following skills as essential to our students' learning and development. The College provides a range of curricular and co-curricular learning opportunities for students to acquire, develop and practice these skills. DCC faculty, staff and administration assess student achievement of these six Institutional Student Learning Outcomes (ISLOs) on an ongoing basis to ensure that our graduates are well-prepared for their academic and career endeavors:

1. Oral Communication: Students will demonstrate oral communication skills in a clear and organized manner using appropriate verbal and nonverbal communication techniques with regard to subject, purpose and audience.
2. Written Communication: Students will produce writing that is well organized, well developed and clear.
3. Scientific Reasoning: Students will apply the scientific method, develop hypotheses, analyze results and draw conclusions.
4. Quantitative Reasoning: Students will analyze quantitative material that may be presented in a variety of formats (words, tables, graphs, mathematical equations, etc.) from a wide array of contexts, interpret results, and communicate reasoned arguments supported by quantitative evidence.
5. Information Literacy and Technological Competency: Students will be able to identify the need for more information, locate electronic media using appropriate technology including but not limited to the internet, evaluate the credibility of information thus obtained, use information effectively to accomplish a specific purpose, and properly use and cite sources of information.
6. Critical Analysis and Reasoning: Students will formulate or evaluate arguments, problems or opinions and arrive at a solution, position or hypothesis based on carefully considered evidence.

Program Requirements

Students must satisfy the course requirements indicated in the program requirements that are in effect and listed in the academic year catalog at the time that they matriculate into the program. If a program is modified and students wish to follow the modified program requirements, they must rematriculate into the modified program for that academic year.

STATE UNIVERSITY OF NEW YORK

The State University's 64 geographically dispersed campuses bring educational opportunity within commuting distance of virtually all New York citizens and comprise the nation's largest, centrally managed system of public higher education.

When founded in 1948, the University consolidated 29 state-operated, but unaffiliated, institutions. In response to need, the University has grown to a point where its impact is felt educationally, culturally and economically throughout the state.

Nearly 400,000 students are pursuing traditional study in classrooms or are working at home, at their own pace, through Empire State College, whose students follow individualized and often non-traditional paths to a degree. Of the total enrollment, more than 100,000 students are 24 years or older, reflecting State University's services to specific constituencies, such as refresher courses for the professional community, continuing educational opportunities for returning service personnel and personal enrichment for more mature persons.

State University's research contributions are helping to solve some of modern society's most urgent problems. It was a State University scientist who first warned the world of potentially harmful mercury deposits in canned fish, and another who made the connection between automobile and industrial exhaust combining to cause changes in weather patterns. Other University researchers continue important studies in such wide-ranging areas as immunology, marine biology, sickle-cell anemia and organ transplantation.

More than 1,000 public service activities are currently being pursued on State University campuses. Examples of these efforts include special training courses for local government personnel, state civil service personnel and the unemployed; participation by campus personnel in joint community planning or project work and campus-community arrangements for community use of campus facilities.

A distinguished faculty includes nationally and internationally recognized figures in all the major disciplines. Their efforts are recognized each year in the form of such prestigious awards as Fulbright-Hays, Guggenheim and Danforth Fellowships.

The University offers a wide diversity of what are considered the more conventional career fields, such as business, engineering, medicine, teaching, literature, dairy farming, medical technology, accounting, social work, forestry and automotive technology. Additionally, its responsiveness to progress in all areas of learning and to tomorrow's developing societal needs has resulted in concentrations which include pollution, urban studies, computer science, immunology, preservation of national resources and microbiology.

SUNY programs for the educationally and economically disadvantaged have become models for delivering better learning opportunities to a once-forgotten segment of society. Educational Opportunity Centers offer high school equivalency and college preparatory courses to provide young people and adults with the opportunity to begin college or to learn marketable skills. In addition, campus-based Education Opportunity Programs provide counseling, developmental education and financial aid to disadvantaged students in traditional degree programs.

Overall, at its EOC's, two-year colleges, four-year campuses and university and medical centers, the University offers 3,600 academic programs. Degree opportunities range from two-year associate programs to doctoral studies offered at 12 senior campuses.

The 30 two-year community colleges operating under the program of State University play a unique role in the expansion of educational opportunity. They provide local industry with trained technicians in a wide variety of occupational curriculums, and offer transfer options to students who wish to go on and earn advanced degrees.

During its brief history, State University has graduated more than 1 million students, the majority of whom are pursuing their careers in communities across the state.

State University is governed by a Board of Trustees, appointed by the governor, which directly determines the policies to be followed by the 34 state-supported campuses. Community colleges have their own local boards of trustees whose relationship to the SUNY board is defined by law. The state contributes one-third to 40 percent of their operating cost and one-half of their capital costs.

For more information about SUNY visit suny.edu.

ACCREDITATION

Dutchess Community College is accredited by the Middle States Commission on Higher Education. It is a member of the American Association of Community Colleges, the International/ Intercultural Consortium of the AACC, and a founding member of the Association of Colleges of the Mid-Hudson area. Its curricula are approved by the State University of New York and registered by the State Education Department.

Academic Program Accreditations

- Nursing: The Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, (404) 975-5000
- Clinical Laboratory Technician: National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL, 60018; (773)714-8880
- Emergency Medical Technician-Paramedic: Commission on Accreditation of Allied Health Education Programs (9355 -113th St. N, #7709, Seminole, FL 33775-7709, www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) (8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088; (214) 703-8445, www.coaemsp.org.)

The College is authorized to award certificates, and the Associate in Arts, Associate in Science, and Associate in Applied Science degrees as established by the Board of Regents of the University of the State of New York.

The College is approved for recipients of New York State Scholarships for Veterans' training.

The Louis Greenspan Day Care Center is accredited by the National Association for the Education of Young Children (NAEYC) (1313 L St. NW, Suite 500, Washington, DC, 20005; (202) 232-8777, www.naeyc.org.)

For additional information about actions and approvals by the Middle States Commission on Higher Education, please see <https://www.msche.org/institution/0305/>.

STATEMENT ON NONDISCRIMINATION

Statement on Nondiscrimination

Dutchess Community College (DCC) is committed to the principle of equal opportunity in education and employment and does not engage in unlawful discrimination based on an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence or dating violence victim status, or criminal conviction in the execution of its educational programs, activities, employment, daily operations or admission policies, in accordance with all applicable federal, state and local laws. These laws include the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 as Amended by the Equal Employment Opportunity Act of 1972, and the New York State Human Rights Law.

Employees, students, applicants or other members of the College community (including but not limited to vendors, visitors, and guests) may not be subjected to harassment that is prohibited by law, or treated adversely or retaliated against based upon a protected characteristic. The College will not tolerate any form of sexual harassment including sexual assault, sexual violence, and sexual misconduct. It is therefore the responsibility and obligation of all members of the College community to report and or to assist others in reporting incidents of sexual harassment. All members of the College community are expected to cooperate and assist in investigations related to such incidents.

DCC's Title IX Coordinator oversees the investigation of claims of violations of the College's policy of non-discrimination and prohibition of sexual harassment and assault.

Reporting

Reports of violations and or inquiries regarding the application of Title IX and other laws, regulations and policies prohibiting discrimination may be directed to:

Title IX Coordinator
Dutchess Community College
53 Pendell Road, Poughkeepsie, NY 12601
Email: TitleIX@sunydutchess.edu

Alternatively, reports or inquiries may be directed to:

The Office of the Dean of Student Services and Enrollment Management
SSC, Room 304
Dutchess Community College
53 Pendell Road, Poughkeepsie, NY 12601
(845) 431-8974

Inquiries or complaints regarding the College's procedures and compliance with applicable laws, statutes, and regulations may also be directed to:

United States Department of Education's Office for Civil Rights
32 Old Slip 26th Floor
New York, NY 10005-2500
(646) 428-3800
OCR.NewYork@ed.gov

400 Maryland Avenue, SW
Washington, DC 20202-1100
Customer Service Hotline: (800) 421-3481 TDD (877) 521-2172
OCR@ed.gov
<http://www.ed.gov/ocr>

PERSONNEL

COLLEGE FACULTY

Department of Allied Health and Biological Sciences

Department Chair:

Elizabeth Justin (2005), Professor, Biology
B.S., M.S., Holy Cross College, India

Teresa Burke (2014), Associate Professor, Biology
B.S., UMass Amherst
M.S. SUNY Albany
M.Ed., M.S., UMass Lowell

Mark Condon (1996), Professor, Biology
B.S., Montclair State College
M.S., Ph.D., New York University

Dinor Dhanabala (2017), Associate Professor, Biology
M.D., Kauno Medicinos Universitatis

Katherine Espinosa (2013), Associate Professor, Biology
B.S., M.A., SUNY New Paltz

Sandra Fraley (2003), Professor, Biology
B.A., Hunter College
M.S., Ph.D., Syracuse University

Karen Ingham (1990), Assistant Professor, Clinical Lab Technician and Phlebotomy
Certificate in Medical Technology, Berkshire Medical Center School of Medical Technology
B.S., State University of New York College at Plattsburgh
M.A., SUNY New Paltz
Recipient of 2019 SUNY Chancellor's Award for Excellence in Teaching

Richard Kirker (1991), Assistant Professor, Biology
A.S., Columbia-Greene Community College
B.A., M.S., College of Saint Rose
Ph.D., Fordham University

Gordon Lake (2014), Assistant Professor, Biology
B.S., M.S., Memorial University of Newfoundland, St. Johns, NL, Canada

Mariana de Araujo Melo (2019), Associate Professor, Biology
B.S., Federal University of Vicosa
Sc.D., Federal University of Vicosa

Nancy Perretta (2018), Instructor, Exercise Science & Wellness
A.S., Dutchess Community College
B.S., Mercy College
M.S., California University of Pennsylvania

Carolyn Rounds (2011), Associate Professor, Biology
B.S., SUNY New Paltz
M.S., UMass Amherst
M.P.S. SUNY New Paltz
Recipient of 2021 SUNY Chancellor's Award for Excellence in Teaching

Tara Sweet-Flagler (1999), Associate Professor, Wellness and Fitness
B.S., Adelphi University
M.S., Queens College
M.A., Columbia University
Recipient of 2015 SUNY Chancellor's Award for Excellence in Teaching

Deborah Van Buren (1998), Associate Professor, Wellness and Fitness

A.S., Dutchess Community College
B.S., M.P.S., SUNY New Paltz
M.S., Independence University

Department of Behavioral Sciences

Department Chair:

Michael Hall (2007), Professor, Psychology
B.A., Creighton University
M.A., University of Nebraska

Jason Bishop (2011), Associate Professor, Behavioral Science
B.S., Radford University
M.S., Virginia Commonwealth University

David M. Gavner (2002), Assistant Professor, Behavioral Science
A.A., Ulster Community College
B.A., M.A., Marist College

Cathleen Greenan (2006), Professor, Behavioral Science
B.A., Hunter College
M.A., Columbia University

Matthew Greenstein (2022), Instructor of Criminal Justice
A.A.S., Dutchess Community College
B.S., M.P.A., Marist College

DeNean Hardman, Instructor, Human Services
B.A., Marist College
M.S., M.B.A., Capella University
Ph.D., Saybrook University

Mehmet Kucukozer (2011), Professor, Behavioral Science
B.A., University of Michigan
Master's in Translation and Interpretation, Universidad Autonoma de Guadalajara
M.A., Queens College
Ph.D., CUNY Graduate Center

Peter Marino, Instructor, Human Services
A.A., Ulster Community College
B.A., Nyack College
M.A., The City College of New York CUNY

Michele Murasso (1991), Instructor, Behavioral Sciences
B.S., State University of New York College at Plattsburgh
M.A., Marist College

Tomasine Oliphant (2022), Instructor, Human Services
B.S., M.S.W., SUNY Stony Brook University

Peter Phipps (2003), Professor, Behavioral Science
B.S.W., Virginia Commonwealth University
M.A., Marymount University
M.S., Lehigh University
Ph.D., Saybrook Graduate School

Lacie Reilly (2017), Instructor, Human Services
B.A., The New School University M.P.S., SUNY New Paltz
Recipient of 2023 SUNY Chancellor's Award for Excellence in Teaching

Kim Rybacki (2016), Associate Professor, Psychology
B.A., St. John's University
Ph.D., Graduate Center, CUNY

Jennifer Santosuosso (2017), Assistant Professor, Early Childhood/Elementary Education
B.S., SUNY Plattsburgh

M.S., SUNY New Paltz

Daniel Valentine (2000), Assistant Professor, Criminal Justice
A.A., Dutchess Community College
B.S., Wilmington College
M.A., Washington State University

Marguerite Woodcock (2015), Assistant Professor, Early Childhood & Elementary Education
B.A., Empire State College
M.S., Concordia University

Alyssa Zinzi (2021), Instructor of Human Services
A.S., Dutchess Community College
B.S.W., Florida Gulf Coast University
M.S.W., Adelphi University

Department of Business, Aviation and Construction Professions

Department Chair:

Joan McFadden (2008), Associate Professor, Chair, Paralegal Program
A.A., Dutchess Community College
B.A., Marist College
J.D., Pace University School of Law

Kenneth Andreu (2021), Lecturer, Aviation Maintenance Technician B.A., State University of New York at Oneonta
M.S., College of New Rochelle
FAA Certificate, Mohawk Valley Community College

Michael Araujo-Moreno (2012), Associate Professor, Business B.A., Curry College
M.B.A., Providence College
M.Ed., Suffolk University

Stephen Henriquez (2024), Lecturer, Aviation Maintenance Technician
B.S., New York City College of Technology of The City University of New York

Irene Hughes (2014), Assistant Professor, Business Management
B.S., M.B.A., Mount Saint Mary College

Gurpinder Kanwal (2022), Lecturer, Aviation Maintenance Technician
A.S., Vaughn College of Aeronautics & Technology
B.S., Farmingdale State College

Meghan McCarthy (2019), Associate Professor, Business Law/Paralegal
B.A., University of Tampa
J.D., Hofstra University School of Law

Catherine McGuire (2004), Associate Professor, Architecture
B.A., Lehigh University
M.Arch., Catholic University of America

Alexander Moore (2023), Lecturer, Airframe and Powerplant Mechanical
A&P License Aviation, Mohawk Valley Community College

Maureen Peters Gittelman (2017), Assistant Professor, Business Management
B.B.A., Hofstra University
M.B.A., University of Pittsburgh

Paul Pilon (2007), Instructor, Architecture
A.A.S., Dutchess Community College
B.Arch., Virginia Polytechnic Institute

John Trosie (2005), Assistant Professor, Aviation Science
B.S., M.S., Mercy College

Scott Willmen (2013), Associate Professor, Business
B.A., Gettysburg College

Personnel

M.B.A., Auburn University
D.B.A., Argosy University, Sarasota

Thomas Winship (2016), Assistant Professor, Business Management
B.S., SUNY Empire State College
M.B.A., St. Thomas Aquinas College

Department of English and Humanities

Department Chair:

Joseph J. Allen (1998), Professor, English
B.A., M.Ed., St. Lawrence University
Ph.D., Ball State University

Jordan Bell (2013), Assistant Professor, English
B.A., M.A., SUNY New Paltz
Recipient of 2020 SUNY Chancellor's Award for Excellence in Teaching

Kevin Cavanaugh (2003), Professor, English
B.A., James Madison University
M.A., SUNY New Paltz
Ph.D., University at Albany, SUNY

Lucia Cherciu (2001), Professor, English
B.A., M.A., University of Bucharest
Ph.D., Indiana University of Pennsylvania

Taylor Genovese, Assistant Professor, Philosophy
A.A., Pima Community College
B.A., University of Arizona
M.A., Northern Arizona University
Ph.D., Arizona State University

Navina Hooker (2000), Professor, English
B.A., McGill University
Ph.D., University of St. Andrews

Tina Iraca (2011), Associate Professor, English
B.A., M.A., SUNY New Paltz
Ph.D., University of Connecticut

Melanie Klein (2005), Professor, English
B.A., Rutgers University
M.A., California State University
M.F.A., Stanford University

Kevin Lang (2009), Associate Professor, English
B.B.A., University of Texas at Austin
M.A., New York University
M.A., SUNY New Paltz

Ornella L. Mazzuca (2000), Professor, Spanish
B.A., Ph.D., University of Urbino, Italy
M.A., University at Albany, SUNY

Willie Morris (2017), Assistant Professor, English
B.A., M.A., Eastern Illinois University

Keith O'Neill (2002), Professor, English
B.A., M.A., State University of New York at Binghamton
Ph.D., University of Georgia

Patricia Phillips (2012), Assistant Professor, English
B.A., Marist College
M.F.A., The New School University

Brenda Squires (2009), Professor, English
 B.F.A., M.F.A., University of Iowa
 M.A., Ph.D., University of Missouri

Craig Stokes (2002), Professor, Spanish
 B.A., M.A., Bowling Green State University
 M.B.A., Long Island University
 Ph.D., University at Albany, SUNY

Jennifer Yanoti (2012), Assistant Professor, English
 B.A., M.A.T., M.A., Binghamton University

Department of History, Government and Economics

Department Chair:

Todd Wilmot (2008), Assistant Professor, History
 A.A., Dutchess Community College
 B.A., George Washington University
 M.A., Fordham University
 M.L.I.S., Rutgers University

Michael Boden (2011), Associate Professor, History
 B.S., United States Military Academy
 M.M.A.S., United States Army Command and General Staff College
 M.A., Ph.D., Vanderbilt University

Shalon Hallager (2017), Assistant Professor, History
 B.A., Temple University
 M.A., Villanova University

Mikko Manner (2009), Professor, Economics
 B.S., Lehigh University
 M.B.A., Cornell University
 Ph.D., Rensselaer Polytechnic Institute

Laura Murphy (2004), Professor, History
 B.A., University of Memphis
 M.A., Ph.D. State University of New York at Binghamton

Matthew Murray (2013), Associate Professor, Government
 A.A., Dutchess Community College
 B.A., SUNY New Paltz
 M.A., Ph.D., City University of New York Graduate Center

Karin Riedl (2015), Associate Professor, Government
 B.A., Queen Mary & Westfield College, London University
 M.A., Monterey Institute of International Studies
 Ph.D., Graduate Center, CUNY

Andrew Rieser (2003), Professor, History
 B.A., M.A., Johns Hopkins University
 Ph.D., University of Wisconsin

Werner Steger (2000), Professor, History
 B.A., Ludwig-Maximilians University
 M.Phil., Ph.D., George Washington University

Department of Mathematics and Computer Sciences

Department Chair:

Philip Darcy (2007), Assistant Professor, Mathematics
 B.S., St. Bonaventure University
 M.S., Rensselaer Polytechnic Institute

Personnel

Sandra DeGuzman (2005), Professor, Mathematics
B.A., LeMoyne College
M.S., Rutgers University

Carla DelTreste-Jutt (2005), Professor, Mathematics
A.A., A.S., Dutchess Community College
B.S., M.S., SUNY New Paltz

Barbara Dolansky (2000), Professor, Mathematics
A.A., Dutchess Community College
B.A., M.A., University at Albany, SUNY

Carson Lee McCullers (2010), Assistant Professor, Computer Information Systems
B.S., M.S., University of Connecticut at Storrs

Henry Mendoza Rivera (2022), Instructor of Mathematics & Statistics
B.S., Industrial University of Santander
M.S., National University of Colombia
M.S., University of California, Riverside

Tammy Powell-Kopilak (2000), Professor, Mathematics
B.A., Concordia University
Graduate Diploma in Education, Bishop's University
M.A., Western Connecticut State University

Sara Taylor (2004), Associate Professor, Mathematics
B.A., M.A., University of Northern Iowa

Francis Whittle (1980), Professor, Computer Information Systems
B.A., Marist College
M.S., Syracuse University
Ph.D., University at Albany

Beth Zehnbauer (2023), Instructor, Mathematics
A.S., Dutchess Community College
B.A., M.B.A., Marist College
M.A.T., Western Governors University

Department of Nursing

Department Chair:

Carmel Dorner (2022), Instructor, Nursing
M.S.N., B.S.N., Chamberlain University College of Nursing
A.A.S., Orange County Community College

Shiji Pothen (2023), Instructor, Nursing
B.S.N., College of Nursing, Bhilai, India
M.S.N.Ed., Grand Canyon University

Treesa Scaria (2013), Professor, Nursing
M.S.N., Manipal Academy of Higher Education
B.S.N., Mangalore University
Ph.D., Pace University

Jennifer Seidel (2023), Instructor, Nursing
A.S.N., Reading Area Community College
B.S.N., Chamberlain College of Nursing
M.S.N., Capella University
D.N.P., Chamberlain College of Nursing

Allison Tebolt (2023), Assistant Professor, Nursing
Diploma in Nursing Science, Albany Medical Center School of Nursing
B.S.N., M.S., Mount Saint Mary College
D.N.P., Quinnipiac University

Department of Performing, Visual Arts and Communications

Department Chair:

Thomas B. Costello (2013), Professor, Speech and Theatre
 B.A., State University of New York College at Geneseo
 M.Phil., Trinity College, Dublin
 Ph.D., University of Pittsburgh
 Recipient of 2019 SUNY Chancellor's Award for Excellence in Teaching

Michael Adams (2012), Assistant Professor, Speech and Communications
 A.A., Cypress College
 B.A., California State University, Long Beach
 M.A., California State University, Fullerton
 M.P.S., SUNY New Paltz

Margaret Craig (2007), Associate Professor, Art History
 B.S., Franklin Pierce College
 M.P.S., SUNY New Paltz
 Recipient of 2015 SUNY Chancellor's Award for Excellence in Teaching

Lindsey Guile (2014), Associate Professor, Visual Arts
 A.A., Jefferson Community College
 B.F.A., M.A., State University of New York College at Oswego
 M.F.A., SUNY New Paltz
 Recipient of 2023 SUNY Chancellor's Award for Excellence in Teaching

John C. Howell (2021), Assistant Professor, Music
 B.A., Berry College
 M.M., D.M., Indiana University

Margeaux Lippman (2015), Assistant Professor, Speech
 B.A., Marist College
 M.A., Pepperdine University
 Recipient of 2022 SUNY Chancellor's Award for Excellence in Teaching

Gary Ljungquist (2022), Instructor, Communication & Media Arts
 B.S., College of Saint Rose
 M.S., Middlesex University

Holly McCabe (2013), Associate Professor, Visual Arts
 B.A., Gettysburg College
 B.F.A., School of the Art Institute of Chicago
 M.A., SUNY New Paltz
 M.F.A., Massachusetts College of Art and Design
 Recipient of 2024 SUNY Chancellor's Award for Excellence in Teaching

Dana Weidman (2003), Professor, Communications, Media Arts and Film
 B.A., Grinnell College
 M.F.A., American Film Institute

Department of Physical Sciences, Engineering and Technology

Department Chair:

Timothy Welling (1999), Professor, Physical Sciences
 B.S.A., University of Georgia
 M.S., University of Connecticut
 C.A.S., Oglethorpe University
 Recipient of 2018 SUNY Chancellor's Award for Excellence in Teaching

Leah M. Akins (1997), Professor, Engineering
 B.S., Lafayette College
 M.S., Lehigh University
 Ph.D., Drexel University
 Recipient of 2011 SUNY Chancellor's Award for Excellence in Teaching

Personnel

Daniel Barbuto (2002), Assistant Professor, Electrical Engineering
B.S., M.S., Manhattan College

Jean-Michel Campagne (2012), Associate Professor, Chemistry
B.S., Ph.D., Virginia Commonwealth University

Jefferson Cavaliere (1992), Professor, Chemistry
B.S., Tufts University
Ph.D., University of Wisconsin

Susan Conrad (2000), Professor, Physical Science and Geology
B.A., Franklin and Marshall College
M.S., Southern Illinois University
Recipient of 2012 SUNY Chancellor's Award for Excellence in Teaching

Jessica Geer (2015), Associate Professor, Chemistry
B.A., Temple University
Ph.D., University of the Sciences in Philadelphia

Manish Jadhav (2014), Associate Professor, Physics and Astronomy
B.S., Ruia College and Institute of Science
M.S., University of Alabama, Huntsville
Ph.D., Alabama A&M University

Samantha Langton (2017), Assistant Professor, Physical Science
B.A., State University of New York at Geneseo
Ph.D., State University of New York at Albany

Renee Lathrop (2003), Professor, Physics
B.S., Susquehanna University
M.S., University of Nebraska
Recipient of 2013 SUNY Chancellor's Award for Excellence in Teaching

Michael Petralia (2023), Instructor, Engineering Science
B.E., The Cooper Union for the Advancement of Science and Art
M.S., Harvard University

DCC Recipients of the SUNY Chancellor's Award for Excellence in Teaching

Ross L. Pattison (1974)
Donald H. Poretz (1975)
Toni M. Emery (2002)
Patricia DeLessio (2003)
Holly Molella (2004)
Wesley Ostertag (2005)
Stephanie Roberg-Lopez (2006)
Richard Reitano (2007)
Jacqueline Goffe-McNish (2008)
Camilo Rojas (2009)
Andrew M. Scala (2010)
Leah M. Akins (2011)
Susan Howes Conrad (2012)
Renee Lathrop (2013)
Kathleen O'Connell (2014)
Wendy Joyce (2014)*
Margaret Craig (2015)
Tara Sweet-Flagler (2015)
Elizabeth Albertson (2015)*
Mareve VanVoorhis (2016)
Anne Marie Zanchetti (2016)*
Gail Upchurch-Mills (2017)
Trudy Cirrincione (2017)*
Timothy Welling (2018)
Deborah C. Mautone (2018)*
Roberta L. Mulder (2018)*
Thomas Costello (2019)
Karen Ingham (2019)

Kristy Bruse (2019)*
 Kelly Kohler (2020)*
 Barbara McArdle (2020)
 Carolyn Rounds (2021)
 Mary Jane McFarland (2021)*
 Jordan Bell (2022)
 Margeaux Lippman (2022)
 Donna Logan (2022)*
 Lindsey Guile (2023)
 Lacie Reilly (2023)
 Danielle Ely (2023)*
 Kevin Cavanaugh (2024)
 Holly McCabe (2024)
 Gary Nagelhout (2024)*

*Excellence in Adjunct Teaching

DCC Recipients of the SUNY Chancellor's Award for Excellence in Professional Service

Dennis Dempster (1979), Director of Admissions and Registrar
 Deborah Weibman (1980), Associate Registrar
 George McClellan (1985), Associate Dean of Community Services
 Roberta Keppel (1988), Coordinator of Study Skills
 Jeffrey I. Levinson (1989), Registrar Counselor
 Howard C. Himmelstein (1990), Associate Dean of Student Personnel Services
 Ronald Kupin (1991), Director of Information Systems
 Mary B. Mucci (1992), Associate Dean of Academic Affairs
 Lois Stewart (1993), Assistant Dean of Community Services
 Gary C. Pfeifer (1994), Associate Dean of Academic Affairs
 Susan L. Moore (1995), Director of Scheduling
 Connie Bard Fowle (1996), Coordinator of the PACE Program
 Jay Simpson (1997), Director of Telecommunications and Instructional Media
 Madison K. Finley (1998), Associate Dean of Academic Affairs
 Rita Banner (1999), Director of Admissions
 Barbara J. Liesenbein (2000), Director of the Library
 John Mazzetti (2001), Director of Institutional Advancement
 Gail Hermosilla (2003), Director of Planning and Institutional Research
 Timothy Decker (2005), Director of DCC South
 Carol Stevens (2006), Associate Dean of Student Services
 Rita D. Weber-McKee (2007), Director of Academic Services
 Ansamma Varkey (2009), Assistant Director of Information Systems
 Wendy Bohlinger (2010), Counselor/ Coordinator of C-Step
 Bridgette Anderson (2011), Associate Dean of Administration for Physical Plant
 Marta Newkirk (2012), Assistant Dean of Student Services
 Ellen Gambino (2013), Vice President of Academic Affairs
 Sally Weglinski (2014), Assistant Director of Academic Services and Testing
 Chrisie Mitchell (2015), Associate Director of the Mary Louise Van Winkle Teaching Learning Center
 Patrick Griffin (2016)
 Susan Mead (2016)
 Linda Bertolozzi (2018)
 Michael Roe (2018)
 Susan McGlynn (2019)
 Jennifer Wrage (2019)
 Angela Romano (2021)
 Robert Zasso (2022)
 Melissa Carlo (2023)
 Martin Schneider (2023)
 Marcia Butland (2024)
 Suzanne Riela Turturro (2024)

DCC Recipient of the SUNY Chancellor's Award for Excellence in Classified Service

Carol Helion, Secretary, Engineering, Architecture and Computer Technologies (2015)
 Yvonne Flowers (2016)

Personnel

Barbara Mosher (2017)
Jenni R. Oylar (2018)
Greg Starzyk (2019)
Cheryl Croft (2020)
Stephen Doland (2021)
Terriann Texiera (2022)
Maureen Byrum (2023)
Andrea Townsend (2024)

CURRICULUM ADVISORY COMMITTEES

Accounting

Tina Chirico, Anderson Center for Autism

Carol Friedman, Marist College

A. Rief Kanan, SUNY New Paltz

Deborah Most, DCC Accounting Professor Emeritus

Penny B. Ormiston, Principal, Penny B. Lowe, CPA PC

Dawn Reshen-Doty, CEO, Benay Enterprises

Roxie Tymkewycz, CFO, Community Foundations
of the Hudson Valley

Architecture and Construction Management

Rick Alfandre, President, Alfandre Architecture

Christopher Boston, Buildings Design Administrator, Dutchess County Department of Public Works

Jay Diesing, Mauri Architects PC

Ciro Interrante, CIA Architect

Charles Liscum, Architect, Liscum McCormack Van Voorhis

David Mateer, Principal, Jacobs Consultancy Inc.

Carlo Mazzarelli, Mazzarelli Architecture & Planning

Michael McCormack, Architect, Liscum McCormack Van Voorhis

Christian Meyer, Meyer Contracting Corp.

Giovanni Palladino, Kirchoff Companies

Richard Tompkins, Mauri Architects PC

Raymond Van Voorhis, Architect, Liscum, McCormack Van Voorhis

Christie Wheate Billeci, CWB Architect

Kathryn Whitman, Principal Owner, Kathryn Whitman Architecture

Business Administration

William Harwood, Retired DCC Faculty

Dan Jenkins, H.G. Page & Sons

Cynthia Marsh-Croll, Program Director, Women's Enterprise Development Center

Eileen Murphy, Associate Dean & Director of Undergraduate Programs, Lubin School of Business, Pace University

Lauree Ostrofsky, Communications Consultant and Coach at Simply Leap

Greg Voght, Creative Resources Group

Laura Voght, Creative Resources Group

Career & Technical Education Council

Josayne Anderson-Tejera, EEO and Inclusion Officer, Dutchess County Human Resources

Mary Jane Bertram, Regional Director, Hudson Valley Workforce Development Institute

Harold King, Executive Vice President, The Council of Industry of Southeastern New York

Rich Kleban, Senior Vice President and COO, Dutchess County Regional Chamber of Commerce

Jeanne Lipscomb, Supervising Labor Services Representative, New York State Department of Labor

Louise McLoughlin, Executive Director, Dutchess County Workforce Investment Board

Angela Patella, Director of Counseling, ACCESS-VR, New York State Education Department

Adam J. Podpora, Operation Services Engineer, Central Hudson Gas & Electric

Brian Zeidan, Director of Development, The Brookmeade Community

Clinical Laboratory Technician

Jeanne Cassella Knox, Laboratory Manager, Health Alliance Hospital

Dee Croft, Lab Manager, MidHudson Regional Hospital

Jennifer Dittmann, Blood Bank Supervisor, MidHudson Regional of Westchester Medical Center

Joline Frey, Lab Manager, MidHudson Regional Hospital

Hannah Johnson, Clinical Lab Technician, Nuvance Health at Vassar Brothers Medical Center

Maryanne M. Kearney, Columbia Memorial Hospital

Melinda Lee, Nuvance Health at Vassar Brothers Medical Center

Dr. Deborah Mautone, Retired Part-time Faculty, Dutchess Community College

Lorraine Murphy, DCC MLT alumnus

Alice Omichi, MidHudson Regional Hospital

Terrence Paskell, Marist College

Mary Van Demark, Marist College

Computer Information Systems

Bryan Golden, Consultant, Custom Computer Software, Carmel

Daniel Hu, IBM

Tina M. Tarquinio, Systems Offering Manager, IBM Systems Group

Criminal Justice

Paul D. Annetts, Correctional Facility Review Specialist, NYS Commission of Correction

Maura Barrett, Attorney

Dominick Chiumento, Lieutenant, New York State Police

Erik Grutzner, Chief of Police, Pleasantville Police Department

Kirk Imperati, Undersheriff, Dutchess County Sheriff's Office

Thomas Jones, New York State Police, Retired

Mary Kopp Adams, Director of Sex Offender Management Unit, NYS DOCCS

Lori Mikus, Probation Officer I., Dutchess County Probation

Patricia Thornton, U.S. Postal Inspector

John Watterson, Dutchess County Sheriff's Office

Early Childhood

Tammy Corcoran, Site Manager, MidHudson Regional Early Education Center

Dr. Sonja deGroot Kim

Eric Gidseg, Ph.D., SUNY New Paltz

Gina Kantor, Executive Director, Acorns to Oaks

Sandra Kraich, Director, Louis Greenspan Day Care Center, Dutchess Community College

Monica Lee, Education Service Coordinator, Astor Early Childhood Program

Carol Murray, Director, ABL Day Care Center, Bard College

Shawn Prater-Lee, Child Care Teacher, BOCES

Jeanne Wagner, Executive Director, Dutchess County Child Development Council, Inc.

Electrical Technologies

William Cox, The Solar Energy Consortium (TSEC)

Christian William Ecker Jr., Retired Verizon

Dr. Baback Izadi, Department of Electrical and Computer Engineering, SUNY New Paltz

Dave Leary, Ebara Technologies, Inc.

Nathan Newland, Paragon Energy Solutions

Adam J. Podpora, Engineer, Central Hudson Gas and Electric

Gerald Wagner, Wagner Technical Services, Inc.

Hospitality & Tourism

Kaycee Darby, Director of Sales & Marketing, Mirbeau Inn & Spa Rhinebeck

Seif Fakhoury, General Manager, Marriott International

Human Services

Karen Barone, Recreation Specialist, Manor at Woodside

Jacqueline Capra, CASAC-T, Step One Family and Child Counseling

Alissa DeLucia, Residential Coordinator, Grace Smith House, Brookhaven Program

Nancy Dingee, Special Education Teacher, Poughkeepsie Middle School

Patricia Lamanna, Field Supervisor Emeritus, Dutchess Community College

Katherine Raynor, Instructor, SUNY New Paltz

Samantha Riley, Family Resource Program Director, Community Action Partnership for Dutchess County

Music Academy

Benjamin Basile, Musician

Deborah Contini, Retired Music Instructor and Performer

Melissa Dvozenja-Thomas, Marketing & Development Coordinator, Arts Mid-Hudson

Jennifer Henion, Vice President, Northern Dutchess Symphony Orchestra Board

Richard Simons, Founder & Music Director, Cortlandt Chamber Orchestra

Nursing

Lore Bogolin, VP Patient Care Service; Chief Nurse Officer, Vassar Brothers Medical Center

Lisa Cerniglia, Nursing Professional Development Specialist, HealthQuest, Vassar Brothers Medical Center

Kathleen Hickman, Dutchess Ambulatory Surgical Center

Linda Taylor, Director of Acute Care, Northern Dutchess Hospital

Jason Wertheim, Vice President of Patient Services, Hudson Valley Hospice

Paralegal

Lorenzo Angelino, Attorney, Law Offices of Lorenzo L. Angelino

Kyle Steller, Attorney, Mackey, Butts & Wise, LLP

Paramedic

Samantha Brandt, New York State Police

Patrick Broderick, M.D., Chairman, Emergency Medicine, Danbury/New Milford Hospitals

Isaac Bruck, M.D., Ph.D., Attending ER Physician, Medical Director, MidHudson Regional Hospital of Westchester Medical Center

Anthony W. Champion, Fire Chief, LaGrange Fire District

Seth Goldstein, EMT-P, Arlington F.D.

Graeme Hardy, Danbury EMS

George Hemroth, Non-Paramedic Member

Nelson Machado, EMT-P, Ambulnz NY2, LLC, Director of Operations

John Mahoney, Emergency Response Coordinator, Department of Emergency Response Dutchess County

Charles T. Mitzel, Director of Safety & Emergency Management, WMC Health/Health Alliance Hospital

David O'Brien, Retired PA-C, EMT-P, Community Foundations of the Hudson Valley

Mark Papish, M.D., Medical Director, MidHudson Regional Hospital

Richard Parrish, Emergency Service Coordinator-UC/HAHV, Kingston Hospital

Fannie Raffaele, Citizen Representative

James Rawley, RPAC, EMT, Vassar Brothers Medical Center

Stephen Sculley, LifeNet of NY/ Air Methods

Cathi Tegtmeier, (Retired) Assistant Commissioner for Community Health, Dutchess County Department of Behavioral and Community Health, Medical Reserve Corps

David A. Violante, EMT-P, Arlington Fire District

Daniel Wolf, Attending Physician and EMS Medical Director, Vassar Brothers Medical Center

DCC BOARD OF TRUSTEES

Board of Trustees

Michael Francis Dupree, Chairperson (2027)†
 Angela E. Flesland, Vice Chair (2025)
 Darrah Cloud, Secretary (2025)
 Frank Castella Jr. (2026)
 Stephen Caswell (2026)
 Lisa Ghartley-Ogundimu (2024)
 Ibis Guzman (2028)
 Evelyn Panichi (2030)
 Linda Pratt (2029)

†Year indicates expiration of term

Trustees Emeriti

Sheila Appel	Daniel J. Hannigan	Joseph V. Poilucci*
Pamela Barrack	Barbara Hugo	Allan E. Rappleyea*
Herman Bloom*	Joseph Juidice*	Francis U. Ritz*
Stephen K. Bock*	Madolin S. Johnson*	Robert G. Rolison
Dale Borchert	Richard Keller-Coffey	Rudolph P. Russo
Betsy Brown	David Patrick Kelly	Thomas T. Sanford*
Clyde R. Chase*	Bradford Kendall	C. B. Schmidt*
Richard V. Corbally	Colette Lafuente	David C. Schoentag*
Roger H. Corbetta*	Thomas E. LeGrand	Edna K. Silber
Joseph E. Davis	Perinnella Lewis	J. George Spitz*
Vincent J. DiMaso	Warren K. Lind*	Christine Sproat
James M. Fedorchak	William T. Love*	Charles E. Stewart III
Anne C. Forman	Edna C. Macmahon*	Susan Stoller
Daniel J. French	H. Tyler Marcy	Kenneth J. Utter*
David Gamache	Timmian Massie	Denise Doring VanBuren
Patricia L. Gee	Douglas A. McHoul	Laura D. Voght
Joseph H. Gellert*	William C. McLaughlin	William J. Walsh*
Jean C. Gilman	Judith "Kip" Bleakley O'Neill	Sherre Wesley
W. Lou Glasse	Joan A. Pagones	Charles. H. Woolf*
John J. Gromkowski*	Marion Patterson	*Deceased

Student Trustees Emeriti

Robert Adney	Luke Gervais-Cierniak	Margaret Quick
Melissa Ansari	Ben Henning	Bridget K. Rawls
Josephine Babiarz	Laura Jung	Richard Recchia

Ronald "Tony" Beaudoin	Suzanne (Kaufman) Sweeney	Gina Rotundo
Mallory Bedell	Melissa Jon Kenney	Star Sanderson
Erich Behrendt	Sasha Korobov	Jonathan Schneider
Loren Bellamy	Zoe Kozma	Yoshinori Tsuji
Robert Berger	Kimberly (Ladanyi) Traudt	Jasmin Vazquez
Janet Brendli	Matthew Lahey	Laura D. Voght
Kaitlyn Cohn	Elizabeth (Luty) Nash	Edna Lee Warnecke
Diane (Conlin) Rohde	Christopher Martin	Christopher Wittingham
Paul Darncy	Timothy McGraw	Tara Williams
Jeanne Double	Edward J. Mills III	Alison Young
Lilith Fichtmueller	Cindy O'Dell	John Zamierowski
Jill-Ann Fusaro	Vincenzo Pasquantonio	

Liaison Committee, County Legislature

Deirdre Houston

Brendan Lawler

GENERAL PROGRAM INFORMATION

SUNY GENERAL EDUCATION REQUIREMENT

SUNY General Education Framework (SUNY-GE) Categories

Category	List of Applicable Courses
A. Mathematics	MAT 109, MAT 110, MAT 117, MAT 118, MAT 132, MAT 184, MAT 185, MAT 210, MAT 214, MAT 215, MAT 221, MAT 222, MAT 223, MAT 224
B. Natural Sciences	AST 131, AST 132, BIO 103, BIO 104, BIO 105, BIO 106, BIO 113, BIO 115, BIO 130, BIO 131, BIO 132, BIO 203, BIO 204, BIO 205, BIO 207, BIO 212, BIO 214, BIO 231, BIO 232, CHE 111, CHE 112, CHE 121, CHE 122, CHE 231, CHE 232, GLG 105, GLG 121, GLG 124, GLG 126, PHS 101, PHS 102, PHS 103, PHS 111, PHS 112, PHS 114, PHY 121, PHY 122, PHY 151, PHY 152, PHY 251
C. Social Sciences	BHS 103, BHS 110, BHS 142, BHS 201, BHS 203, BHS 204, BHS 205, BHS 207, BHS 209, BHS 210, BHS 214, BHS 215, BHS 216, BHS 220, BHS 262, COM 140, ECO 105, ECO 121, ECO 202, ECO 203, ECO 218, ECO 224, GOV 211, GOV 219, GOV 221, GOV 222, HED 224, PAL 151, PSY 111, PSY 134, PSY 201, PSY 203, PSY 204, PSY 206, PSY 209, PSY 210, PSY 221, PSY 224, PSY 235
D. U.S. History & Civic Engagement	GOV 121, HIS 103, HIS 104, HIS 209, HIS 214, HIS 215, HIS 216, HIS 218, HIS 227
E1. Diversity, Equity, Inclusion, & Social Justice	BHS 103, BHS 203, BHS 207, BHS 210, BHS 216, BHS 262, ENG 223, ENG 224, ENG 226, ENG 233, ENG 234, HIS 103, HIS 104, HIS 227, SPE 219
F1. World History & Global Awareness	ART 102, ART 103, ART 104, BHS 204, BHS 210, BHS 214, DAN 201, ECO 121, ENG 212, ENG 213, ENG 264, ENG 267, FLM 243, GEO 101, GEO 102, GOV 203, GOV 219, GOV 220, HIS 101, HIS 102, HIS 107, HIS 108, HIS 203, HIS 206, HIS 207, HIS 210, HIS 217, HIS 220, HIS 221, MUS 201, MUS 202, PHI 201, PHI 203, THE 205
G. Humanities	ART 101, ART 102, ART 103, COM 140, DAN 101, DAN 201, DAN 202, ENG 102, ENG 201, ENG 202, ENG 203, ENG 204, ENG 205, ENG 206, ENG 208, ENG 212, ENG 213, ENG 214, ENG 215, ENG 216, ENG 221, ENG 223, ENG 224, ENG 226, ENG 227, ENG 229, ENG 230, ENG 232, ENG 233, ENG 234, ENG 263, ENG 264, ENG 267, ENG 268, ENG 269, FLM 243, FLM 246, FRE 301, GER 301, HUM 205, MUS 101, MUS 135, MUS 201, MUS 202, MUS 212, PHI 107, PHI 201, PHI 203, PHI 205, SPA 301, SPE 102, SPE 201, SPE 219, THE 105, THE 205
H. The Arts	ART 101, ART 102, ART 103, ART 110, ART 111, ART 112, ART 113, ART 120, ART 140, ART 150, ART 151, ART 153, ART 157, ART 161, ART 172, ART 222, ART 226, ART 241, ART 242, ART 254, ART 274, ART 275, COM 233, DAN 101, DAN 102, DAN 104, DAN 106, DAN 107, DAN 201, DAN 202, ENG 110, ENG 209, ENG 210, ENG 214, ENG 231, FLM 243, FLM 244, FLM 246, MUS 101, MUS 113, MUS 114, MUS 115, MUS 116, MUS 121, MUS 122, MUS 131, MUS 132, MUS 135, MUS 153, MUS 154, MUS 161, MUS 162, MUS 201, MUS 202, MUS 210, MUS 211, MUS 212, MUS 253, MUS 254, MUS 261, MUS 262, THE 105, THE 106, THE 109, THE 120, THE 161, THE 201, THE 205, THE 209, THE 261
I. World Languages	ASL 101, ASL 102, FRE 101, FRE 102, FRE 199, FRE 201, FRE 202, FRE 204, FRE 205, FRE 301, FRE 302, GER 101, GER 102, GER 201, GER 202, GER 301, GER 302, ITL 101, ITL 102, ITL 201, ITL 202,

General Program Information

	ITL 204, ITL 205, POR 101, POR 102, SPA 101, SPA 102, SPA 201, SPA 202, SPA 204, SPA 205, SPA 301, SPA 302
J. Written & Oral Communications	<p>Choose one course from oral and one course from written to satisfy requirement.</p> <p>J1. Written</p> <p>ENG 101, ENG 102</p> <p>J2. Oral</p> <p>BUS 210, NUR 215, SCI 100, SPE 100, SPE 101, SPE 219, THE109, THE 120</p>

FREE ELECTIVE

The free elective is an option, not a requirement, in DCC academic programs. Please refer to individual programs for requirements.

The free elective provides each student with the opportunity to select a course that might not otherwise be applicable to his or her degree. Its aim is to broaden the educational experience at Dutchess Community College or to meet a particular interest or need. To achieve the aim of the free elective, the course chosen should be outside the subject area of the student's degree program.

The free elective course should be chosen thoughtfully with the assistance of the faculty advisor (full-time students) or a Registrar's Office advisor (part-time students). A student may choose for the free elective a course that is either applicable or non-applicable to his or her program. A student may not choose a course that is a prerequisite for a required course in his or her program.

If the free elective course chosen is applicable to the student's program, the grade and credit earned for the course will automatically count in the semester in which the course was taken.

Reserved Rights of the College

Dutchess Community College is not obligated to offer any courses described in this catalog for which enrollment is insufficient. A degree or certificate program with a history of limited enrollment may become inactive. The College also reserves the right to modify curriculum requirements, courses, tuition and fee schedules, and policies pertaining to its educational program without further notice.

A student who needs a course to complete graduation requirements which is not offered or which is fully enrolled should confer with the Registrar. Students are requested to contact the Registrar's Office for the most current information regarding course offerings, class schedules, or tuition and fees.

DCC GENERAL EDUCATION CORE

Requirements of DCC General Education

The A.A. and A.S. curricula at Dutchess Community College include required minimum of 30 SUNY General Education Requirement (GER) credit hours. The A.A.S. curricula includes required minimum of 20 SUNY General Education Requirement credit hours. The SUNY GER Categories are included in the College Catalog and list the courses that satisfy the General Education Requirement in each of 10 designated knowledge and skill areas.

DCC and SUNY General Education Requirements for A.A. and A.S programs:

SUNY Knowledge and Skill Area Requirements	DCC Requirements
*Written & Oral Communication: (SUNY required)	ENG 101 (DCC Required) Written Communication J1
*Written & Oral Communication: (SUNY required)	Course from Oral Communication Category J2
Mathematics (SUNY required)	Course from Mathematics Category A
Natural Science (SUNY required)	Course from Natural Science Category B
Diversity, Equity, Inclusion, and Social Justice (DEISJ) (SUNY required)	BHS 103 (DCC Required) DEISJ Category E
Humanities	ENG 102 (DCC Required) Humanities Category G
U.S. History & Civic Engagement course	Course from U.S.History & Civic Engagement Category D (DCC Required)

At least one course from one of the following four SUNY Categories for minimum of 30 credits of GER:

World History & Global Awareness OPTIONAL	Course from World History & Global Awareness Category F1
World Language OPTIONAL	Course from World Language Category I
The Arts OPTIONAL	Course from The Arts Category H
Social Science OPTIONAL	Course from Social Science Category C

DCC and SUNY General Education Requirements for A.A.S. programs:

SUNY Knowledge and Skill Area Requirements	DCC Requirements
*Written & Oral Communication: (SUNY required)	ENG 101 (DCC Required) Written Communication J1
*Written & Oral Communication: (SUNY required)	Course from Oral Communication Category J2
Mathematics (SUNY required)	Course from Mathematics Category A
Natural Science (SUNY required)	Course from Natural Science Category B
Diversity, Equity, Inclusion, and Social Justice (DEISJ) (SUNY required)	BHS 103 (DCC Required) DEISJ Category E1
Humanities	ENG 102 (DCC Required) Humanities Category G

At least one course from one of the following five SUNY Categories for minimum of 20 credits of GER:

History & Global Awareness OPTIONAL	Course from History & Global Awareness Category F1
World Language OPTIONAL	Course from World Language Category I
The Arts OPTIONAL	Course from The Arts Category H

Social Science OPTIONAL	Course from Social Science Category C
U.S. History & Civic Engagement OPTIONAL	Course from U.S. History & Civic Engagement Category D

*Written and Oral Communication is one GER category

MINOR IN HONORS STUDIES

Overview

A unique enrichment opportunity for high-achieving students

The Minor in Honors Studies offers motivated and talented students the opportunity to develop their academic potential to the fullest by taking intellectually challenging, stimulating and academically rigorous honors classes, thus complementing and enriching their respective major curricula. The Minor in Honors Studies features smaller classes that allow for greater personal interaction with faculty; individually supervised research projects; and community based service learning projects. Honors education at DCC transcends the boundaries of the traditional classroom, as honors students take on leadership positions on campus, and are encouraged to participate in intellectual and scholarly activities in their local community and their respective academic fields.

Individual academic advisement and intensive counseling prepare students enrolled in A.A. or A.S. programs for transfer to competitive four-year institutions. In the past, DCC Honors students have transferred to, among others, Cornell University, New York University, Vassar College, Smith College as well as SUNY's more selective four-year campuses. Honors Studies students enrolled in A.A.S. programs will graduate with enhanced competitiveness for the workplace. The DCC Honors Studies graduate is an academically well-rounded as well as a civic-minded and globally conscious citizen.

The DCC Minor in Honors Studies is open to qualified students in all curricula. Students are accepted to the Minor on the basis of high school achievement and an individual interview. Qualified students with a 3.25 cumulative GPA or higher may also enter the Minor after their first or second semester at DCC following an individual interview with the Honors Coordinator (for students enrolled in GSP and LAH) or their Program Chair. Qualified students unable to commit themselves to the entire Honors Studies sequence may enroll in individual honors courses if they fulfill eligibility requirements for the program or with the written permission of the Honors Coordinator.

Completion Criteria:

The Associate in Arts (A.A.), Associate in Sciences (A.S.), or Associate in Applied Sciences (A.A.S.) degree with a Minor in Honors Studies is awarded upon completion of major degree requirements along with the following requirements of the Honors Minor:

- Completion of a minimum of 12 honors credits across the curriculum; these credits may or may not apply to a student's Major program of study (at least one Honors course in each semester that the student is in the program.)
- Completion of the Honors capstone seminar (e.g., LSS 201.H) (3 credits)
- Students will select four upper-level courses from their Major program of study to apply toward the Honors Minor;
- A minimum of four upper-level courses from the Major program of study will be applied toward the Honors Minor. These may be "Honors" designated courses which would also apply toward the 12 credits of Honors courses.
 - Within these upper-level courses, students must meet the minimum Math/Science requirement for the Minor, even if this exceeds the requirements of the Major program of study. There are two ways to meet this requirement:
 - MAT210 or MAT185 or above; OR
 - Any other MAT course required in the student's major curriculum AND one of the following laboratory science courses: BIO 105 or higher (BIO 131 recommended for Nursing Students); CHE121 or higher; GLG 121 or higher; PHY121 or higher; PHS 107; PHS 111; PHS 114; AST 131; AST 132.

Students should work closely with their advisor(s) to create a plan of study that incorporates these requirements without adding an undue burden of additional credits.

Learning Outcomes:

As the Minor in Honors Studies complements a student's major curriculum, some learning outcomes may overlap with those of a student's major curriculum. In addition, students who minor in Honors Studies will be able to:

- Demonstrate enhanced critical and analytical thinking skills.
- Recognize the value of diversity in our local, national and global communities.
- Demonstrate a commitment to serve and sustain the local communities in which they live.
- Demonstrate the ability to approach political, social, economic and scientific problems through inter-disciplinary approaches.
- Practice civic minded ethical and responsible citizenship.
- Understand and appreciate cultures other than their own.

Requirements

Entrance Requirements:

A high school average of 90 or above or graduation in the top 10% of the class. While in Honors Studies, students must maintain a cumulative GPA of 3.25 or above.

Program Map

See overview for program direction.

Contact Information

Please contact Dr. Werner Steger at [\(845\) 431-8522](tel:8454318522) or stege@sunydutchess.edu, visit www.sunydutchess.edu/honorsminor or contact your program chair.

DEGREES, CERTIFICATES AND MICROCREDENTIALS

DEGREES, CERTIFICATES AND MICROCREDENTIALS

Whether your goal is to transfer to a four-year college or university or enter the workforce after graduation, DCC can help you reach it.

Choose from more than 50 programs and earn an Associate in Arts (A.A.), Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) degree, or a career certificate.

Students also may be able to pursue a [Minor in Honors Studies](#) .

To view [a PDF of the print catalog, click here](#).

[SUNY General Education Requirement \(Appendices\)](#)

Programs & Degrees

Architectural & Construction Technologies

Program	Degree Type
Architectural Technology (ARC)	A.A.S.
Construction Technology Management (CNS)	A.A.S.

Art

Program	Degree Type
Visual Arts (VAT)	A.S.
Graphic Design	Microcredential

Aviation Science

Program	Degree Type
Aviation Management (AVM)	A.S.
Aviation Science: Pilot (AVI)	A.S.
Aviation Maintenance Technician (AMT)	A.A.S.
Airframe and Powerplant Technician (APC)	Certificate

Business

Program	Degree Type
Accounting (ACC)	A.A.S.
Business Management (BUS)	A.A.S.
Business Administration (Transfer) (BAT)	A.S.
Small Business Management	Microcredential
Bookkeeping (BOK)	Certificate
Basic Bookkeeping	Microcredential
Cannabis Retail Management	Microcredential

Paralegal (PAL)	A.A.S.
Paralegal Certificate (PLL)	Certificate

Communications & Media Arts

Program	Degree Type
Communications & Media Arts (COM)	A.S.

Computer Information Systems

Program	Degree Type
Computer Information Systems (CIS)	A.A.S.
Computer Networking (CNC)	Certificate
Data Analysis	Microcredential
Networking for the Cloud	Microcredential
Web Administration (WAC)	Certificate
Web Administration for the Cloud	Microcredential
Information Management (INM)	A.S.
Computer Support for the Cloud	Microcredential

Computer Science

Program	Degree Type
Computer Science (CPS)	A.S.

Criminal Justice

Program	Degree Type
Criminal Justice (Transfer) (CRT)	A.S.
Criminal Justice - Public and Private Security (CRJ)	A.A.S.
Public Safety	Microcredential

Education: Adolescent, Grades 7-12 with SUNY New Paltz

Program	Degree Type
Biology (EDB)	A.S.
Chemistry (EDX)	A.S.
Earth Science (EDS)	A.S.
English (EDL)	A.S.
History/Social Studies (EDH)	A.S.
Mathematics (EDM)	A.S.

Education: Early Childhood (Birth-Grade 2) and Childhood (Grades 1-6) Dual Certification with SUNY New Paltz (EED)

Program	Degree Type
English Concentration	A.S.
History Concentration	A.S.
Mathematics Concentration	A.S.
Biology Concentration	A.S.
Spanish Concentration	A.S.

Education: Early Childhood

Program	Degree Type
Early Childhood (ECH)	A.A.S.
Early Childhood Caregiver (ECC)	Certificate
Child Development Associate	Microcredential

Engineering Science and Technologies

Program	Degree Type
Electrical Technology (ELT)	A.A.S.
Engineering Science (Transfer) (ENR)	A.S.
Air Conditioning and Refrigeration Technology (ACR)	Certificate
Apprentice Training Program (ATP)	Journeyman Certificate + A.A.S.

Exercise Science and Wellness

Program	Degree Type
Exercise Science and Wellness (ESW)	A.S.
Personal Trainer Certification	Microcredential
Sports Nutrition Certification	Microcredential
Strength Coach Certification	Microcredential

General Studies

Program	Degree Type
General Studies (GSP)	A.S.

Honors Minor

Program	Degree Type
Honors Minor	A.S.

Hospitality and Tourism

Program	Degree Type
Hospitality & Tourism (HNT)	A.S.

Human Services

Program	Degree Type
Human Services (HMS) Psychology Advisement Track	A.S.
Human Services (HMS) Sociology Advisement Track	A.S.
Human Services (HMS) Social Work Advisement Track	A.S.
Child Care (CHC)	A.A.S.
Direct Support Professional I (DSP I)	Microcredential
Direct Support Professional II (DSP II)	Microcredential
Direct Support Professional III (DSP III)	Microcredential
Mental Health Assistant (CMH)	A.A.S.
Chemical Dependency Counseling (CDC)	Certificate
Child Care: Direct Care (DRC)	Certificate

Liberal Arts and Sciences

Program	Degree Type
Humanities and Social Sciences (LAH)	A.A.
Mathematics (LAM)	A.A.
Science (LAX)	A.S.

Medical and Allied Health Technologies

Program	Degree Type
Clinical Lab Technician (MLT)	A.A.S.
Emergency Medical Technician (PAR)	A.A.S.
Paramedic (PRR)	Certificate
Phlebotomist (PDC)	Certificate
Public Health (PBH)	A.S.

Nursing (For residents of Putnam and Dutchess Counties)

Program	Degree Type
Nursing (NUR)	A.A.S.

Performing Arts

Program	Degree Type
Performing Arts (PFA)	A.S.

Degrees, Certificates and Microcredentials

Performing Arts: Theatre Track	A.S.
Performing Arts: Music Track	A.S.
Music Performance (MPC)	Certificate

Dutchess Community College is part of the State University of New York system, and is accredited by the Middle States Association of Colleges and Schools.

[Institutional Student Learning Outcomes](#)

ARCHITECTURE AND CONSTRUCTION TECHNOLOGIES

ARCHITECTURAL TECHNOLOGY

Overview

The Associate in Applied Science (A.A.S) degree is awarded upon completion of the requirements for this program. Upon successful completion of the ARC program, graduates can be expected to have knowledge in the following areas of study.

- Communications–Student will be able to graphically, orally and in writing present architectural ideas.
- Technology – Student will have an understanding of structures, material and methods and environmental systems.
- Practice–Student will be able to move from architectural programming and predesign activities through design and construction documentation and will have an understanding of the activities, organization and ethics of the profession.
- History/Theory – Student will have awareness about precedent, ideas, culture and history of architecture.
- Design–Student will be able to apply information from all other areas of study to solve a specific architectural problem or program.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
	MAT 132 or higher			3
ARC-103	BASIC ARCHITECTURAL DRAWING	1	4	3
ARC-105	BLDG MATERIALS/ CONST I	2	2	3
ARC-104	INTRO TO COMPUTER GRAPHICS	0	3	1
ARC-113	ARCHITECTURE INTRODUCTORY SEM	1	0	1
BUS-210	BUSINESS COMMUNICATION	3	0	3
	Credit Hours	10	9	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
ARC-106	BLDG MATERIALS & CONST II	2	2	3
ARC-110	ARCHITECTURAL DRAWING	1	4	3
ARC-122	ARCHITECTURAL PRESENTATION	0	4	2
ARC-216	DESIGN THEORY	2	2	3
	Credit Hours	8	12	14

		Course Hours Per Week		Semester Hours
Third Semester		Class	Lab	Credit
	Elective (a)			3
ARC-202	MECHANICS OF STRUCTURES	2	0	2
ARC-111	ADVANCED COMPUTER GRAPHICS	1	2	2
ARC-203	ARCHITECTURAL DESIGN	0	6	3
ARC-205	WORKING DRAWINGS	1	6	4
ARC-211	ENVIRONMENTAL SYSTEMS	3	0	3
	Credit Hours	7	14	17
Fourth Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
ARC-240	CAPSTONE PROJECT	1	6	4
ARC-207	STRUCTURAL ANALYSIS	3	0	3
ARC-214	PROFESSIONAL PRACTICE	2	2	3
PHS-101	THE PHYSICAL WORLD	3	2	4
	Credit Hours	12	10	17
Total Required Minimum Semester Hours Credit				65

a. Elective courses to be taken in Mathematics (Category A), Humanities (Category G), Social Sciences (Category C) or Natural Science (Category B). See [General Education Categories for available courses](#).

Contact Information

Program Chair
[David Freeman](#)

CONSTRUCTION TECHNOLOGY MANAGEMENT (CNS)

Overview

The purpose of this program is to meet the educational needs of the construction industry by training entry-level construction managers and by providing continuing education for construction employees. Graduates will be qualified to be draftspersons, engineering and construction aides, building materials and manufacturing representatives, planning aides and detailers. Dutchess Community College graduates will be able to transfer many credits to accredited construction management programs at four-year colleges.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Upon successful completion of the CNS program, graduates can be expected to have knowledge in the following areas of study:

- Communications – Student will be able to graphically, orally and in writing meet the requirements of an entry-level project manager.
- Technology – Student will have an understanding of structures, material and methods and environmental systems.
- Field – Student will have the skills necessary to work as an entry-level project manager including the ability to read and interpret construction documents, recognize and understand contract construction documents, basic estimating and scheduling skills, surveying skills as they relate to construction and will have an understanding of the activities, organization and ethics of the profession.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
MAT-132	TECHNICAL MATHEMATICS II	3	0	3
ARC-103	BASIC ARCHITECTURAL DRAWING	1	4	3
ARC-105	BLDG MATERIALS/ CONST I	2	2	3
ARC-104	INTRO TO COMPUTER GRAPHICS	0	3	1
ARC-113	ARCHITECTURE INTRODUCTORY SEM	1	0	1
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
	Credit Hours	13	9	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
ARC-106	BLDG MATERIALS & CONST II	2	2	3

		Course Hours Per Week		Semester Hours
ARC-110	ARCHITECTURAL DRAWING	1	4	3
ARC-214	PROFESSIONAL PRACTICE	2	2	3
CNS-110	CONSTRUCTION MGMT. & COMPUTING	1	1	1
	Elective (a)			3
	Credit Hours	9	9	16
Third Semester		Class	Lab	Credit
	Elective (a)			3
ARC-202	MECHANICS OF STRUCTURES	2	0	2
ARC-205	WORKING DRAWINGS	1	6	4
ARC-211	ENVIRONMENTAL SYSTEMS	3	0	3
BUS-210	BUSINESS COMMUNICATION	3	0	3
	Credit Hours	9	6	15
Fourth Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
CNS-240	CAPSTONE PROJECT	1	6	4
ARC-207	STRUCTURAL ANALYSIS	3	0	3
ENR-215	SURVEYING I	2	3	3
PHS-101	THE PHYSICAL WORLD	3	2	4
	Credit Hours	12	11	17
Total Required Minimum Semester Hours Credit				65

a. Elective courses to be taken in Mathematics (Category A), Humanities (Category G), Social Sciences (Category C) or Natural Science (Category B).

Contact Information

Program Chair
[David Freeman](#)

ART

GRAPHIC DESIGN

Overview

The Graphic Design Microcredential will serve to allow non-matriculated and/or non-traditional students the opportunity to focus on graphics and interactive design for career advancement and skill enhancement. There are many instances where an individual may wish to educate, or re-educate themselves with a focus on design theory and practice, including effective use of the industry standard Adobe Creative Cloud through Photoshop, Illustrator, InDesign, and Dreamweaver. This will allow individuals more options for future job marketability without having to work through a full associate degree, especially if they already hold a college degree and simply wish to focus on this particular skill set.

Upon successful completion of the Graphic Design Microcredential, students will be able to:

- Create graphic design projects that incorporate thinking (research, visual idea development), doing (designing, working, building), and communication (presenting and analyzing visual concepts through description, comparison, evaluation of design elements, principles, methods, goals, content, meaning, relevance, and perspective).
- Synthesize composition and layout of graphic design elements utilizing digital tools and materials to create logo, product, book, music graphics, poster, brochure, magazine, web, interface, and other graphic and interactive designs. This knowledge will also be applied to real world client interaction and service learning in the classroom.
- Demonstrate proficiency in the field of graphic design by compiling and curating a body of design work into a comprehensive and polished portfolio.
- Explore transfer options to four-year colleges and universities or career opportunities in the field of Visual Art, specifically.

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
ART-110	TWO DIMENSIONAL DESIGN	2	2	3
ART-140	FOUNDATIONS OF GRAPHIC DESIGN	2	2	3
ART-145	GRAPHIC DESIGN: LAYOUT/ TYPOGRAPHY	2	2	3
ART-264	WEB AND INTERACTIVE DESIGN	2	2	3
Credit Hours		8	8	12
Total Required Minimum Semester Hours Credit				12

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

Visual Arts Transfer, A.A.S.**Contact Information**

Program Chair
[Holly McCabe](#)

VISUAL ARTS (VAT)**Overview**

This program will provide an option for students who are interested in pursuing an associate degree in the Visual Arts with a goal of transferring to a baccalaureate institution. This program will provide a strong foundation in art while offering opportunities to pursue areas of particular interest (drawing, painting, ceramics, photography, graphic design and mixed media). Students may select courses from an area of interest (drawing, painting, ceramics, photography, graphic design, mixed media) or may elect courses in a variety of studio areas. Potential post-transfer careers include textile and fashion design, interior design, product and industrial design, museum and gallery work, art restoration, arts administration, art therapy, display design, motion graphics and animation, graphic design for print, web and other applications, photography and studio art. This degree will satisfy the state-mandated General Education requirements and emphasizes the importance of liberal arts studies in preparation for the BA or BFA degree.

Students who successfully complete the Associate in Science (A.S.) degree in Visual Arts (VAT) will be able to:

- Create a portfolio of work in one or more art area of choice, including graphic design, ceramics, photography, calligraphy, and mixed media at DCC for review by transfer institutions;
- Create basic drawing, two-dimensional, and three-dimensional art projects that incorporate research, visual idea development, and communication of visual concepts to synthesize structure of composition, form, and space by using tools, materials and the various elements of line, shape, volume, value, texture, and color to achieve balance and unity;
- Show proficiency in creating works of art incorporating thinking (researching, creating), doing (designing, working, building), and communication (presenting and analyzing);
- Analyze their and others' artwork in terms of description, comparison and evaluation of design elements, principles, methods, goals, content, meaning, relevance, and perspective.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
	ART 100 Or ART 103 Or ART 143			
ENG-101	COMPOSITION I	3	0	3
	SPE 101 or THE 120			3
ART-110	TWO DIMENSIONAL DESIGN	2	2	3
ART-111	THREE-DIMENSIONAL DESIGN	2	2	3
ART-112	DRAWING I	2	4	3
	Credit Hours	9	8	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
ART-101	HISTORY OF ART	3	0	3
ART-113	DRAWING II	2	4	3

		Course Hours Per Week		Semester Hours
ART-120	COLOR THEORY AND PAINTING	2	2	3
	Art Studio Course (a)			3
	Credit Hours	10	6	15
Third Semester		Class	Lab	Credit
	US History & Civic Engagement			3
	Science (c)			4
ART-102	HISTORY OF MODERN ART	3	0	3
ART-262	VISUAL ARTS PORTFOLIO	1	2	2
	Art Studio Courses (a)			6
	Credit Hours	4	2	18
Fourth Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
MAT-109	SURVEY OF MATHEMATICS	3	0	3
	World History & Global Awareness (d)			3
	Art Studio Course (a)			3
	Free Elective (e)			3
	Credit Hours	6	0	15
Total Required Minimum Semester Hours Credit				63

a. Art Studio: Students must select a minimum of four courses. At least one course must be a 200-level course. Advisors/students should take note that there are multiple offerings in painting, ceramics, photography, and digital media.

b. Math: Some transfer colleges require MAT 110 or higher.

c. Science course: Select one applicable 4-credit course in astronomy, biology, chemistry, geology, physical sciences, or physics. See [SUNY General Education Category Natural Science](#).

d. Students are urged to speak with their transfer institution for possible further requirements. Select a course from SUNY General Education World History and Global Awareness courses (Appendix F). ART 103 is recommended, especially for students transferring in Art History. However, if HIS 108 has already been taken, thereby satisfying the World History and Global Awareness SUNY General Education course, please instead select a US History and Civic Engagement course (Appendix D), or a World Language course (Appendix I).

e. Free Elective: See a full description of the free elective requirement. The subject area for Visual Arts includes all courses labeled ART.

Contact Information

Program Chair

[Holly McCabe](#)

AVIATION SCIENCE

AIRFRAME AND POWERPLANT TECHNICIAN (APC)

Overview

The Applied Academic Certificate, Airframe & Powerplant Technician, is designed to prepare men and women for employment as maintenance technicians in general aviation, corporate aviation, airlines or aerospace manufacturers.

Upon completion of this program, students will be able to:

- Demonstrate proficient, entry-level aviation maintenance skills;
- Apply their knowledge of systems to evaluate FAA publications as to airworthy standard. Maintenance log recording will be completed to FAA standards;
- Exhibit proficiency in emphasis area skills: airframe or power plant;
- Become competent in the skills, knowledge, and techniques necessary to successfully pass FAA oral and practical exams for certification;
- Demonstrate critical thinking, technological competency, and communication skills, as well as the ability to work with others.

Courses must be selected in consultation with the Program Coordinator.

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
AMT-101	GEN'L. MAINTENANCE PRACTICES	0	15	5
AMT-102	MATERIALS AND PROCESSES	0	6	2
AMT-103	BASIC AIRCRAFT ELECTRICITY	0	6	2
AMT-104	AIRFRAME SYSTEMS I	0	15	5
MAT-109	SURVEY OF MATHEMATICS	3	0	3
	Credit Hours	3	42	17
Second Semester		Class	Lab	Credit
AMT-105	AIRFRAME SYSTEMS II	0	9	3
AMT-106	AIRCRAFT STRUCTURES I	0	9	3
AMT-107	AIRCRAFT STRUCTURES II	0	12	4

		Course Hours Per Week		Semester Hours
AMT-108	WELDING & AIRFRAME INSPECTION	0	6	2
AMT-109	INTRO TO POWER PLANT	0	9	3
	Credit Hours	0	45	15
Third Semester		Class	Lab	Credit
AMT-110	RECIPROCATING ENGINES	0	6	2
AMT-111	TURBINE ENGINE & PWR PLNT SYST	0	12	4
AMT-112	POWER SYSTEMS PLANT	0	18	6
AMT-113	PWR PLANT INSPCTN & ELECTRICAL	0	6	2
ENG-101	COMPOSITION I	3	0	3
	Credit Hours	3	42	17
Total Required Minimum Semester Hours Credit				49

NOTE: The technical courses in this program (those with a prefix of "AMT") are offered sequentially, each course meeting for a portion of the semester. Check the Master Course Schedule for the specific start and end dates for each course.

Contact Information

Program Chair

[John Trosie](#)

AVIATION MAINTENANCE TECHNICIAN (AMT)

Overview

The Associate of Applied Science (AAS), Aviation Maintenance Technician, is designed to prepare men and women for employment as maintenance technicians in the field of aircraft repair and maintenance in general aviation, corporate aviation, airlines or aerospace manufacturers.

Upon completion of this program, students will be able to:

- Demonstrate proficient, entry-level aviation maintenance skills;
- Apply their knowledge of systems to evaluate FAA publications as to airworthy standard. Maintenance log recording will be completed to FAA standards;
- Exhibit proficiency in emphasis area skills: airframe or powerplant;
- Become competent in the skills, knowledge, and techniques necessary to successfully pass FAA oral and practical exams for certification;
- Demonstrate critical thinking technological competency, and communication skills, as well as the ability to work with others;
- Demonstrate competency in written communication, quantitative reasoning, and scientific reasoning.

Courses must be selected in consultation with the Program Coordinator.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
AMT-101	GEN'L. MAINTENANCE PRACTICES	0	15	5
AMT-102	MATERIALS AND PROCESSES	0	6	2
AMT-103	BASIC AIRCRAFT ELECTRICITY	0	6	2
AMT-104	AIRFRAME SYSTEMS I	0	15	5
MAT-109	SURVEY OF MATHEMATICS	3	0	3
	Credit Hours	3	42	17
Second Semester		Class	Lab	Credit
AMT-105	AIRFRAME SYSTEMS II	0	9	3
AMT-106	AIRCRAFT STRUCTURES I	0	9	3
AMT-107	AIRCRAFT STRUCTURES II	0	12	4
AMT-108	WELDING & AIRFRAME INSPECTION	0	6	2
AMT-109	INTRO TO POWER PLANT	0	9	3
	Credit Hours	0	45	15
Third Semester		Class	Lab	Credit
AMT-110	RECIPROCATING ENGINES	0	6	2
AMT-111	TURBINE ENGINE & PWR PLNT SYST	0	12	4
AMT-112	POWER PLANT SYSTEMS	0	18	6
AMT-113	PWR PLANT INSPCTN & ELECTRICAL	0	6	2
ENG-101	COMPOSITION I	3	0	3
	Credit Hours	3	42	17
Fourth Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
ENG-102	COMPOSITION II	3	0	3
HIS-104	HISTORY OF UNITED STATES II	3	0	3
PHS-101	THE PHYSICAL WORLD	3	2	4
BUS-210	BUSINESS COMMUNICATION	3	0	3

		Course Hours Per Week		Semester Hours
	Credit Hours	15	2	16
Total Required Minimum Semester Hours Credit				65

AMT program is an approved Federal Aviation Regulation School (FAR147.23) FAA Certificate number #7OCT635K. [See operation manual here.](#)

Contact Information

Program Chair

[John Trosie](#)

AVIATION MANAGEMENT (AVM)

Overview

The Aviation Management program is designed for students who plan to transfer to a four-year Aviation Management Program. The program includes the foundational, technical and managerial skills needed in the aviation field. Key focus areas include: aviation security, safety, operations and airport management. Graduates of the four-year Aviation Management program can expect to find employment with airports, airlines, banks, insurance companies, U.S. Customs, travel agencies and the Federal Aviation Administration.

Note: The Aviation Management Program degree can be fulfilled without the need for flight training.

The Associate in Science (A.S.) degree is awarded upon completion of requirements for this program.

Upon completion of the Aviation Management program the student will be able to:

- Demonstrate the techniques, skills and modern aviation management tools to perform business related tasks.
- Articulate skills to function within a management team and deal with both technical and management issues.
- Analyze and interpret data to aid in problem solving.
- Demonstrate critical thinking skills as applied to the aviation industry.
- Demonstrate the ability to communicate effectively with superiors, subordinates and peers with precision and clarity.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
AVI-100	AVIATION INTRODUCTORY SEMINAR	1	0	1
AVI-101	INTRODUCTION TO FLIGHT	4	0	4
AVI-102	AVIATION HISTORY	3	0	3
ENG-101	COMPOSITION I	3	0	3
MAT-118	ELEMENTARY STATISTICS	3	0	3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
Credit Hours		17	0	17

		Course Hours Per Week		Semester Hours
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
SPE-101	PUBLIC SPEAKING	3	0	3
	US History and Civic Engagement Course	1		3
	MAT 210, 184 or 185 (a)			3-4
	Credit Hours	10	0	15-16
Third Semester		Class	Lab	Credit
AVI-110	AVIATION LAW	3	0	3
ACC-104	FINANCIAL ACCOUNTING	4	0	4
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
PHS-111	WEATHER AND CLIMATE	3	2	4
ECO-203	MICROECONOMICS	3	0	3
	Credit Hours	15	4	17
Fourth Semester		Class	Lab	Credit
AVI-116	FLIGHT SAFETY	3	0	3
AVI-201	AVIATION MANAGEMENT	3	0	3
ECO-202	MACROECONOMICS	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Elective (b)			3
	Credit Hours	12	0	15
Total Required Minimum Semester Hours Credit				64

a) Course to be selected in consultation with advisor and selected based on transfer school requirements.

b) Elective must meet [SUNY General Education requirement](#) of in a category not already fulfilled, i.e. World History & Global Awareness, the Arts, or World Languages.

Contact Information

Program Chair
[John Trosie](#)

AVIATION SCIENCE: PILOT (AVI)

Overview

The Associate in Science (A.S.) degree is awarded upon completion of requirements for this program. Students who successfully complete the Associate in Science (A.S.) degree in Aviation Science: Pilot (AVI) will be able to:

- Obtain an FAA certificate appropriate to the level of pilot proficiency;
- Apply the scientific method, develop hypotheses, analyze results and draw conclusions;
- Demonstrate the ability to use technology and software applications to produce an output or perform analyses appropriate to their academic program/discipline;
- Work with graphical, numerical or symbolic models to solve problems and interpret results.

Courses must be selected in consultation with the Program Coordinator.

NOTE: An important requirement for enrollment into the Aviation Science program is the successful completion of an FAA physical, leading to a 1ST or 2ND class Medical Certificate. The Medical Certificate is required by the Federal Aviation Administration in order for enrollees to act as a Pilot in Command in a commercial environment. A list of local FAA approved doctors will be provided by the Program Coordinator.

FEES: Aviation Science flight labs require additional and substantial lab fees (subject to change). Fees range from \$9,146-\$9,389 per semester. Prospective students are strongly encouraged to contact the Aviation Science Program Chair for more information.

NOTE: Students are required to pass the required FAA written exam, which will be administered at the end of each specified flight class. Flight labs will require the successful completion of stage exams, flight stage checks and at course completion, final stage check or practical test. Advancement through the program requires the above requirements being met.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
AVI-100	AVIATION INTRODUCTORY SEMINAR	1	0	1
AVI-101	INTRODUCTION TO FLIGHT	4	0	4
AVI-111	INTRO TO FLIGHT LABORATORY	0	3	1
AVI-102	AVIATION HISTORY	3	0	3
ENG-101	COMPOSITION I	3	0	3
	US History & Civic Engagement Course			3
	Credit Hours	11	3	15
Second Semester		Class	Lab	Credit
AVI-104	INSTRUMENT FLIGHT	4	0	4
AVI-114	INSTRUMENT FLIGHT LABORATORY	0	3	1
MAT-185	PRECALCULUS	4	0	4
PHS-111	WEATHER AND CLIMATE	3	2	4

		Course Hours Per Week		Semester Hours
ENG-102	COMPOSITION II	3	0	3
	Credit Hours	14	5	16
Third Semester		Class	Lab	Credit
AVI-208	COMMERCIAL FLIGHT	3	0	3
AVI-218	COMMERCIAL FLIGHT LABORATORY I	0	3	1
AVI-110	AVIATION LAW	3	0	3
MAT-221	CALCULUS I	4	0	4
PHY-121	GENERAL PHYSICS I	3	3	4
	Credit Hours	13	6	15
Fourth Semester		Class	Lab	Credit
AVI-116	FLIGHT SAFETY	3	0	3
AVI-209	COMMERCIAL FLIGHT LABORATORY II	0	3	1
BUS-210	BUSINESS COMMUNICATION	3	0	3
PHY-122	GENERAL PHYSICS II	3	3	4
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	General Education Course (B)			3
	Credit Hours	12	6	17
Total Required Minimum Semester Hours Credit				63

a. Students are strongly encouraged to contact the Aviation Science Program Chair for the current negotiated fee for flight training and for course/program information. Fees are contractually set each year with the Flight School and depend heavily on current fuel charges. Students are required to pass the FAA written exam, which will be administered at the end of each specified flight class. Flight labs will require the successful completion of stage exams, flight stage checks and, at course completion, final stage check or practical test. Advancement through the program requires that each of these requirements be met. Students are given an incomplete for flight lab until the appropriate Final Stage Check has successfully been completed. Students cannot progress without completing the prerequisite courses.

b. Students must choose a course from SUNY General Education in a category not already fulfilled, i.e. Social Sciences, World History & Global Awareness, the Arts, World Languages. [Click here for a full discussion of the free elective requirement.](#)

Contact Information

Program Chair
[John Trosie](#)

BUSINESS

ACCOUNTING

Overview

The Accounting Program is a career-oriented curriculum preparing students for a variety of entry-level accounting positions. Students who definitely plan to pursue a degree in accounting at a four-year school after completion of studies at DCC are instead encouraged to enroll in the Business Administration Transfer Program.

Program graduates gain employment in private and public sector positions, including bookkeeper, junior clerk, assistant auditor, cost accounting clerk and assistant office manager.

Students who successfully complete the Associate in Applied Science (A.A.S.) degree in Accounting (ACC) will be able to:

- Use a variety of accounting and business software.
- Demonstrate knowledge of accounting principles.
- Demonstrate real world experience using simulations.
- Demonstrate a variety of skills needed in the business environment.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
ACC-104	FINANCIAL ACCOUNTING	4	0	4
	Math Elective (a)			3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
ACC-100	ACCOUNTING INTRODUCTORY SEM	1	0	1
	Credit Hours	14	0	17
Second Semester		Class	Lab	Credit
BUS-210	BUSINESS COMMUNICATION	3	0	3
ACC 215				
ACC-205	COMPUTERIZED ACCOUNTING APPL	2	1	2
ACC-241	INDIV INCOME TAX PROCEDURES	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3

		Course Hours Per Week		Semester Hours
	Credit Hours	11	1	11
Third Semester		Class	Lab	Credit
	U.S. History & Civic Engagement (D)			3
ACC-204	MANAGERIAL ACCOUNTING	4	0	4
CIS-213	DATA ANALYTICS FOR BUSINESS	3	0	3
ENG-102	COMPOSITION II	3	0	3
	Free Elective (f)		2	3-4
	Credit Hours	10	2	16-17
Fourth Semester		Class	Lab	Credit
ACC-221	INTERMEDIATE ACCOUNTING	4	0	4
	Natural Sciences elective (d)			4
ACC-260	INTERNSHIP ACCOUNTING IN	1	8	3
	OR ACC elective (c)			
	Gen Ed Elective (e) (C, F1, H or I)			3-4
	Credit Hours	5	8	14-15
Total Required Minimum Semester Hours Credit				58

a. MAT 109 or higher. MAT 118 recommended.

b. ACC 100 must be taken in the first semester for full-time students or within the first 9 credits for part-time students. Students entering the ACC program who have successfully completed BUS 100 have fulfilled the ACC 100 requirement.

c. ACC electives are any 200-level BUS course. However, CIS 107, SPE 101, SPE 210, and SPE 219 may also be used.

d. Science courses: Applicable four-credit courses in astronomy, biology, chemistry, geology, physical sciences, and physics.

e. [General Education Elective](#) - Choose any course from Categories E, F, H, or I.

f. [Click here for a full discussion of the free elective requirement.](#) The subject area for Accounting includes all courses labeled ACC.

Contact Information

Program Chair
[Irene Hughes](#)

BASIC BOOKKEEPING

Overview

Students earning the Basic Bookkeeping Microcredential will possess entry-level bookkeeping/accounting skills immediately transferable into the workplace in jobs such as bookkeeper, accounting clerk, accounts receivable/payable clerk, bank tellers, etc.

Students who successfully complete this Microcredential will be able to:

- Demonstrate knowledge of accounting principles and basic quantitative reasoning;
- Demonstrate accounting skills needed in the business environment;
- Demonstrate proficiency with Quickbooks online software and Excel spreadsheet accounting applications.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
Required Courses		Class	Lab	Credit
ACC-104	FINANCIAL ACCOUNTING	4	0	4
ACC-205	COMPUTERIZED ACCOUNTING APPL	2	1	2
ACC 215				
	Credit Hours	6	1	6
Total Required Minimum Semester Hours Credit				6

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

This microcredential can be stacked into:

Accounting A.A.S.

Business Administration A.S.

Business Management A.A.S. online

Bookkeeping Certificate

Contact Information

BOOKKEEPING (BOK)

Overview

The objective of the one-year program is to prepare individuals for entry-level jobs as bookkeeping office employees, with opportunities for advancement to more responsible positions. If a student decides to continue toward a two-year degree in accounting or in other Business Department programs, many of the courses already completed may be applied toward that degree.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Bookkeeping (BOK) will be able to:

- Use a variety of accounting and business software;

- Demonstrate knowledge of accounting principles;
 - Demonstrate real world experience using simulations.
- Courses should be selected in consultation with an advisor.

The following microcredentials stack into the BOK Certificate Program: [Basic Bookkeeping](#) and [Small Business Management](#).

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
ACC-104	FINANCIAL ACCOUNTING	4	0	4
	Math elective (a)			3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
ACC-100	ACCOUNTING INTRODUCTORY SEM	1	0	1
	Credit Hours	14	0	17
Second Semester		Class	Lab	Credit
BUS-210	BUSINESS COMMUNICATION	3	0	3
ACC-241	INDIV INCOME TAX PROCEDURES	3	0	3
ACC 215				3
ACC-205	COMPUTERIZED ACCOUNTING APPL	2	1	2
	HIS 103 or ECO 105 or BHS 103			3
	Credit Hours	8	1	14
Total Required Minimum Semester Hours Credit				31

(a) MAT 109 or higher, MAT 118 recommended.

(b) ACC 100 must be taken in the first semester for full-time students or within the first 9 credits for part-time students.

Contact Information

BUSINESS ADMINISTRATION (TRANSFER) (BAT)

Overview

This course of study is designed for students who plan to transfer to a senior college to pursue a baccalaureate degree in business administration, accounting, management, marketing, international business or economics.

Students interested in the [two-year A.A.S. program in Business Administration should click here](#).

Students interested in the [two-year A.A.S. program in Accounting should click here](#).

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Upon completion of the BAT program, the student will be able to:

- Demonstrate application of basic management principles;
- Demonstrate application of basic accounting principles to prepare financial statements;
- Demonstrate basic skills for budgeting, product costing, performance evaluation, or management decision support techniques;
- Demonstrate application of business law;
- Demonstrate application of computer technology use;
- Demonstrate application of basic marketing skills;
- Demonstrate knowledge of basic economic principles.

Select courses in consultation with an advisor.

The following microcredentials stack into the BUS Program: [Basic Bookkeeping](#) and [Small Business Management](#).

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BUS 115				
MAT-118	ELEMENTARY STATISTICS	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
	Credit Hours	12	0	12
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	US History and Civic Engagement			3
ACC-104	FINANCIAL ACCOUNTING	4	0	4
	MAT 185, MAT 210, or MAT 210 (MAT 210 preferred)			4

		Course Hours Per Week		Semester Hours
BUS-107	PRINCIPLES OF MARKETING	3	0	3
Credit Hours		10	0	17
Third Semester		Class	Lab	Credit
BUS-204	BUSINESS ORGANIZATION & MGMT	3	0	3
ACC-204	MANAGERIAL ACCOUNTING	4	0	4
BUS-215	BUSINESS LAW I	3	0	3
ECO-202	MACROECONOMICS	3	0	3
	Oral Communications			3
Credit Hours		13	0	16
Fourth Semester		Class	Lab	Credit
	ACC 221 or BUS 216			3-4
ECO-203	MICROECONOMICS	3	0	3
	BAT Elective (b)			3
	Free Elective			3
	Natural Science			4
Credit Hours		3	0	16-17
Total Required Minimum Semester Hours Credit				61

a. [Click here for a full discussion of the free elective requirement.](#)

b. Any 200-level BUS or 200-level ACC course can be used.

Note: MAT 110, MAT 184, MAT 185 or WFE 101 can also be used.

Where do our students go?

The following links let you review Articulation Agreements with four-year schools that help you easily transfer with Junior status! You can still look at any four-year school you may be interested in for transfer, but these "Articulations" represent pre-existing agreements about which courses will be accepted for transfer when you have a DCC degree in this program.

- **SUNY Albany** ([Accounting](#), [Business Administration](#), [Economics \(BA\)](#), [Economics \(BS\)](#))
- **SUNY Canton** ([Agribusiness Management](#), [Finance](#), [Management](#))
- **SUNY Oswego** (Accounting, Business Administration, Finance, HR Management, Mgmt Science/Operations, Marketing, Risk Mgmt & Insurance) ([More information about transferring to business programs at Oswego](#))
- [Culinary Institute of America](#)
- [Excelsior College](#)
- [Marist College](#)
- [Quinnipiac](#)

Contact Information

Program Chair
[Meghan McCarthy](#)

BUSINESS MANAGEMENT (BUS)

Overview

This program provides a basic knowledge of essential business practices and procedures within a broad framework of business management principles. Noted for its flexibility, the program gives students the opportunity to select courses from a career emphasis in management and/or marketing. Graduates are employed in private and public sector entry-level employment positions including sales, personnel, banking, marketing, management and administration.

Students interested in transferring to an upper-division college/university should refer to the [Business Administration Transfer program](#).

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Upon successful completion of the BUS program, the student will be able to:

- Write various styles of business correspondence.
- Demonstrate computer skills using business software.
- Prepare business reports including the income statement and the balance sheet.
- Demonstrate application of business law.
- Apply human relations and communications skills in the business world.
- Demonstrate application of basic management and marketing principles.

Courses should be selected in consultation with an advisor.

The following microcredentials stack into the BAT Program: [Basic Bookkeeping](#) and [Small Business Management](#).

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
	MAT 118 or Math elective			3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
BUS 115				
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Credit Hours	9	0	12
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
CIS-213	DATA ANALYTICS FOR BUSINESS	3	0	3
BUS-204	BUSINESS ORGANIZATION & MGMT	3	0	3
	ACC 101 oe ACC 104			3-4
	Business elective (b)			3

		Course Hours Per Week		Semester Hours
	Credit Hours	9	0	15-16
Third Semester		Class	Lab	Credit
	General Education: Any U.S. History & Civic Engagement			3
BUS-215	BUSINESS LAW I	3	0	3
BUS-210	BUSINESS COMMUNICATION	3	0	3
	Business elective (b)			3
	Free elective (c)			3-4
	Credit Hours	6	0	15-16
Fourth Semester		Class	Lab	Credit
	Science (d)			4
	General Education electives (e)			6
	Business elective (b)			3
	BUS 290 or Business elective			3
	Credit Hours	0	0	16
Total Required Minimum Semester Hours Credit				58

a. MAT 109 or higher, MAT 118 recommended.

b. Select any BUS, ACC course or CIS 107, COM 221, COM 222, SPE 101, SPE 210, SPE 219.

c. [Click here for a full discussion of the free elective requirement.](#) The subject area for Business Administration includes all courses labeled BUS and ACC.

d. Science Courses: Applicable four-credit courses in astronomy, biology, chemistry, geology, physical sciences and physics. See [General Education Requirements](#).

e. General Education Elective: Choose any two courses from World History & Global Awareness, Arts, World Languages, or Social Science (except BHS103). [Click here for General Education Requirements](#).

Contact Information

Program Chair
[Meghan McCarthy](#)

CANNABIS RETAIL MANAGEMENT

Overview

The Cannabis Retail Management Microcredential will allow students the opportunity to focus on retail management for career advancement and skill enhancement in the cannabis industry. There are many instances where an individual may wish to educate themselves with a focus on retail management operations, customer service in the cannabis industry, as well as cannabis as a product. This will allow individuals more options for future job marketability without having to work through a full associate degree.

Students who successfully complete this Microcredential will be able to:

- Demonstrate an understanding of business theories and concepts relating to the retail industry and within an adult-use retail cannabis dispensary;
- Understand market and distribution systems storeroom operations, cost controls, and product information delivery;
- Understand the importance of superior customer service and apply skills to achieve customer satisfaction;
- Demonstrate knowledge of the cannabis plant in order to successfully meet customer needs in a retail dispensary.

Requirements

For requirements, see Program Map.

Program Map

Required Courses

		Course Hours Per Week		Semester Hours
Required Courses		Class	Lab	Credit
BUS-161	RETAIL MANAGEMENT	3	0	3
BUS-113	ESSENTIALS OF CUSTOMER SERVICE	3	0	3
BUS-143	HOSPITALITY PURCHSNG & MRKTNG	3	0	3
BIO-113	INTRODUCTION TO CANNABIS	3	3	4
	Credit Hours	12	3	13
Total Required Minimum Semester Hours Credit				13
Additional		Class	Lab	Credit

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

[Business Administration A.A.S.](#)

[Hospitality & Tourism A.A.S.](#)

Contact Information

HOSPITALITY AND TOURISM (HNT)

Overview

The Hospitality and Tourism Program at Dutchess Community College will prepare students for employment in the Mid-Hudson Valley hospitality and tourism industry with an A.A.S. degree. Hospitality and Tourism students will be educated in a variety of areas, including convention, meeting, and exposition management, hospitality purchasing and marketing.

Students will also be required to complete internship hours with local businesses in Dutchess County or complete a business elective.

Upon successful completion of the HNT program, the student will be able to:

- Demonstrate marketing skills in the hospitality and tourism industry.
- Demonstrate an understanding of business theories and business concepts relating to the hospitality and tourism industry.
- Develop communication skills and team-building techniques.
- Demonstrate a basic understanding of business law.
- Demonstrate computer skills in relevant business software.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

First Semester		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BUS-141	INTRO TO HOSPITALITY & TOURISM	3	0	3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
BUS-107	PRINCIPLES OF MARKETING	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
	Credit Hours	15	0	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	SUNY Mathematics Requirement: MAT 109 or higher			3-4
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
BUS-113	ESSENTIALS OF CUSTOMER SERVICE	3	0	3
	ACC 101 or 104			3-4
	Credit Hours	9	0	15-17
Third Semester		Class	Lab	Credit
BUS-215	BUSINESS LAW I	3	0	3
BUS-210	BUSINESS COMMUNICATION	3	0	3
	SUNY Science Category (a)			4

		Course Hours Per Week		Semester Hours
BUS-204	BUSINESS ORGANIZATION & MGMT	3	0	3
BUS-143	HOSPITALITY PURCHSNG & MRKTNG	3	0	3
	Credit Hours	12	0	16
Fourth Semester		Class	Lab	Credit
	US History & Civic Engagement Category (HIS 103 or HIS 216 recommended)			3
BUS-247	CONVENTION, MTG AND EXPO MGMNT	3	0	3
	Business elective (b)			3
	ECO 105 or 121			3
	BUS 290 or Business Elective			3
	Credit Hours	3	0	15
Total Required Minimum Semester Hours Credit				61

a. Science: Any four-credit course listed in Appendix B. Physical Science or BIO 104 recommended.

b. Select any BUS course, BIO 122, SPE 101, or SPA 101 or higher.

c. See Courses Applicable in Designated Programs for a full discussion of the elective requirement.

Contact Information

Program Chair
[Maureen Gittelman](#)

PARALEGAL (PAL)

Overview

This program is designed to provide students with knowledge and skills necessary to qualify for entry-level employment as paralegals. Students enrolled in the program complete a combination of legal specialty, business, liberal arts and elective courses that will prepare them to work in law offices, banks, insurance companies, government agencies, corporations and other types of organizations that deal with legal matters.

Such work normally is done under the supervision of an attorney. Legal specialty courses emphasize the role of the paralegal in dealing with clients, documents and procedures.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Applied Science (A.A.S.) degree in Paralegal (PAL) will be able to:

- Articulate the role of paralegals in the legal system and develop an awareness of potential ethical issues that may arise and ethical duties that exist in the legal work environment.
- Use critical thinking skills to apply substantive legal principles in order to analyze and resolve legal problems.
- Apply the basic principles of legal research in an accurate, effective, and efficient manner.
- Articulate an understanding of the techniques of legal analysis and writing and develop written communication skills to communicate the results of research and analysis in an appropriate format and tone.
- Demonstrate an ability to use a variety of print and electronic legal research resources.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PAL-151	INTRODUCTION TO LAW	3	0	3
PAL-110	FUNDAMENTALS OF PARALEGALISM	3	0	3
PAL-120	LEGAL RESEARCH	3	0	3
BUS 115				
	Credit Hours	12	0	12
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	U.S. History & Civic Engagement (Category D)			3
	SPE 101 (Public Speaking) or SPE 219 (Intercultural Communication)			3
BUS-215	BUSINESS LAW I	3	0	3
PAL-260	LEGAL WRITING	3	0	3
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
	Credit Hours	11	2	18
Third Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Math (a)			3-4
	200-level PAL course (b)			3
	200-level PAL course (b)			3
	Paralegal elective (c)			3-4
	Credit Hours	3	0	15-17
Fourth Semester		Class	Lab	Credit
	200-level PAL course (b)			3
	200-level PAL course (b)			3
	Paralegal elective (c)			3-4

		Course Hours Per Week		Semester Hours
	Natural Sciences (d)			4
	Free elective (e)			3-4
	Credit Hours	0	0	16-18
Total Required Minimum Semester Hours Credit				61

a. MAT 109 or above; Recommended: MAT 110 or MAT 118

b. PAL 200-level content-specific courses: PAL 210 Family Law; PAL 220 Wills Trusts & Estates; PAL 230 Law of Business Organizations; PAL 240 Civil Litigation; and PAL 250 Real Property.

c. Paralegal Electives: ACC 104, BUS 210, BUS 243, CRJ 265, GOV 222, PAL 290 (internship), PHI 107, PSY 134, SPE 201, and SPE 210.

d. Science courses: Applicable four-credit courses in astronomy, biology, chemistry, geology, physical sciences, physics. Recommended: BIO 103 Human Biology.

e. Read a full discussion of the [free elective requirement](#). The subject area for the Paralegal Degree Program includes all courses labeled PAL.

Contact Information

Program Chair
[Joan McFadden](#)

PARALEGAL CERTIFICATE (PLL)

Overview

This concentrated certificate program is designed to provide students with a basic foundation of skills and knowledge needed to seek employment as a paralegal. The program's curriculum requires completion of a combination of legal specialty, business and liberal arts courses. Legal specialty courses emphasize the role of the paralegal in dealing with clients, documents and procedures, while working under the supervision of an attorney. Credits earned in this program may be applied to the Paralegal Associate in Applied Science degree program.

Students who successfully complete the Certificate in Paralegal (PLL) will be able to:

- Articulate the role of paralegals in the legal system and develop an awareness of potential ethical issues that may arise and ethical duties that exist in the legal work environment.
- Use critical thinking skills to apply substantive legal principles in order to analyze and resolve legal problems.
- Apply the basic principles of legal research in an accurate, effective, and efficient manner.
- Articulate an understanding of the techniques of legal analysis and writing and develop written communication skills.
- Demonstrate an ability to use a variety of print and electronic legal research resources.

Courses should be selected in consultation with an advisor.

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Requirements

For requirements, see Program Map.

Program Map

First Semester	Course Hours Per Week		Semester Hours
	Class	Lab	Credit

		Course Hours Per Week		Semester Hours
ENG-101	COMPOSITION I	3	0	3
PAL-151	INTRODUCTION TO LAW	3	0	3
BUS115				
PAL-110	FUNDAMENTALS OF PARALEGALISM	3	0	3
PAL-120	LEGAL RESEARCH	3	0	3
	Credit Hours	12	0	12
Second Semester		Class	Lab	Credit
	MAT 109 or higher (a)			3
PAL-260	LEGAL WRITING	3	0	3
	Paralegal electives (b)			9
	BHS 103 or GOV 222			3
	Credit Hours	3	0	18
Total Required Minimum Semester Hours Credit				30

(a) MAT 110 or MAT 111 recommended

(b) Paralegal Electives--select three from: BUS 215, CRJ 265, PAL 210, PAL 220, PAL 230, PAL 240, PAL 250.

Contact Information

Program Chair
[Joan McFadden](#)

SMALL BUSINESS MANAGEMENT

Overview

The Small Business Management Microcredential directly targets adult learners within the community looking to start a business or improve or gain skills to strengthen an existing entrepreneurial venture.

Students who successfully complete this Microcredential will be able to:

- Demonstrate application of basic management and marketing principles;
- Apply human relations and communication skills in the business community;
- Identify the procedure for planning and organizing a small business.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
Required Courses		Class	Lab	Credit
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3

		Course Hours Per Week		Semester Hours
BUS-107	PRINCIPLES OF MARKETING	3	0	3
BUS-208	SMALL BUSINESS MANAGEMENT	3	0	3
	Credit Hours	9	0	9
Total Required Minimum Semester Hours Credit				9

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

This microcredential can be stacked into:

[Business Administration A.S.](#)

[Business Management A.A.S.](#)

Contact Information

COMMUNICATIONS AND MEDIA ARTS

COMMUNICATION & MEDIA ARTS

Overview

This media production program is designed for students interested in the mass media, broadcast journalism, video and audio production, public relations, visual effects, screenwriting and documentary and narrative film production. Through an organized program of study, students are provided with media theory, techniques and practices in service of creative expression and career development. Graduates will be prepared for positions in television production, video and film production facilities, radio, audio recording studios and news media or to transfer to four-year colleges.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Communication and Media Arts (COM) will be able to:

- Solve creative problems within their field of communications and media arts, including research and synthesis of technical, aesthetic, and conceptual information.
- Effectively communicate their ideas and connect with their intended audience using visual, oral and written presentation skills relevant to their field.
- Execute technical, aesthetic and conceptual decisions based upon an understanding of communications and media arts.
- Evaluate work in their field, including their own work, using professional terminology.
- Explain the influence of social, cultural and aesthetic trends on historical and contemporary films, television programs, and media productions.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
First Semester				
COM-100	COM INTRODUCTORY SEMINAR	1	0	1
ENG-101	COMPOSITION I	3	0	3
	Math (a) (GE Category A)			3
COM-101	INTRO TO MEDIA COMMUNICATION	2	2	3
COM-103	THE ART AND CRAFT OF EDITING	2	2	3
	Art (b) (GE Category H)			3
	Credit Hours	8	4	16
Second Semester				
ENG-102	COMPOSITION II	3	0	3
	US History and Civic Engagement (GE Category D)			3
COM-110	SHORT FILM PRODUCTION	2	2	3
COM-120	MEDIA WRITING	3	0	3

		Course Hours Per Week		Semester Hours
COM-140	MEDIA AND MASS COMMUNICATION	3	0	3
	SPE 100 or 101			3
	Credit Hours	11	2	18
Third Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Program Elective (c)			4
	Directed Elective (d)			3-4
	Natural Science (e) (GE Category B)			4
	Credit Hours	3	0	14-15
Fourth Semester		Class	Lab	Credit
	Program Elective (c)			4
	Directed Elective (d)			3-4
	Natural Science (e) (GE Category B)			4
	Free Elective (f)			3
	Credit Hours	0	0	14-15
Total Required Minimum Semester Hours Credit				62

a. Mathematics course: MAT 109 or higher.

b. Students must select an Art Course: ART110, ART112, ART150 or ART157.

c. Program Electives: Students must select two courses from the list below. Students should be aware that some of these courses are offered in the fall and others in the spring semester. COM 210, COM 211, COM 221, COM 222, COM 233, COM 234, COM 249, COM 250, COM 262, and FLM 244

d. Directed Electives: Students must select two courses from the list below to complement their concentration.

Acting and Directing: THE220, SPE102, THE109, THE209

Advertising and Marketing: BUS105, BUS107

Audio Production and Music: COM233, COM234, MUS101, MUS104, MUS115, MUS116, MUS219

Documentary Film: COM262, COM263, COM280

Film or Media Studies: FLM243, FLM246, ENG226, HUM205

Journalism and Public Relations: COM222, COM221

Photography: ART150, ART153, ART157, ART254, ART257

Film and Television Production: COM249, COM250, COM262, COM263

Visual Effects: COM210, COM 211, ART110, ART112, ART140, ART161

Screenwriting: FLM244

Internship: Students may take a 3-credit internship as an Interest Area Course: COM261.

e. Science courses: Applicable four-credit courses in astronomy, biology, chemistry, geology, physical sciences, physics.

f. [See a full discussion of the free elective program.](#)

Contact Information

Program Chair

[Michael Adams](#)

COMPUTER INFORMATION SYSTEMS

COMPUTER INFORMATION SYSTEMS

Overview

This curriculum is designed to prepare graduates for employment opportunities in cloud computing technologies including programming, networking, and web administration. Students are encouraged to also complete one of the certificates in Web Programming or Computer Networking. Positions as programmers and technicians are available in various sectors of business, particularly insurance, banking, public utilities, retailing and manufacturing firms. Schools, colleges and government agencies also employ such individuals. Students entering this curriculum should have successfully completed Regents Algebra I. Dutchess Community College graduates also are able to transfer many of their credits to accredited colleges if students decide to pursue a Bachelor's Degree in an Information Science field.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program. Upon successful completion of the CIS program, graduates should be able to:

- Develop a creative and structured approach to solving a business problem by configuring alternate IT approaches;
- Write, test, and debug a program that utilizes basic programming fundamentals such as variable declaration, iteration, conditionals, array manipulation, basic computational constructs and relational database connectivity;
- Differentiate and utilize operating system routines in developing business solutions;
- Critically discern the quality of data and identify the parameters and constraints of using, transmitting, securing, and storing of data.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-112	COMPUTER PROGRAMMING I	4	0	4
	CIS 107 (Web Programming for Business) OR CIS 117 (Data Communication Concepts) (b)			3
	Credit Hours	13	0	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	Math Course (a)			3
	U.S. History & Civic Engagement (Category D) or ECO 105 Economic Issues			3

		Course Hours Per Week		Semester Hours
CIS-123	COMPUTER PROGRAMMING II	3	0	3
CIS-124	COMPUTER OPERATING SYSTEMS	3	0	3
	Credit Hours	9	0	15
Third Semester		Class	Lab	Credit
	Natural Science Course (Category B)			4
	Oral Communications (Category J2) (d)			3
CIS-211	APPLIED DATABASE CONCEPTS	3	0	3
CIS-212	SYSTEMS ANALYSIS AND DESIGN	3	0	3
	CIS 126 LINUX with Python OR CIS 216 Windows Server (b)			3
	Credit Hours	6	0	16
Fourth Semester		Class	Lab	Credit
	Free Elective (c)			3
	CIS 213 Data Analytics for Business OR CIS 106 Cloud Computing Fundamentals			3
CIS-223	MOBILE APP DESIGN & DEVELOPMNT	3	0	3
	CIS 150 Information Security Management or CIS 140 Health Information Management			3
	CIS 228 Website Administration OR CIS 218 Routing & Switching Tech OR CIS 265 Career Capstone Seminar (b)			3
	Credit Hours	3	0	15
Total Required Minimum Semester Hours Credit				62

a. MAT118 or MAT210 or MAT184 or higher. Students intending to transfer to a 4-year school for Information Systems should speak with the CIS Program Chair to determine which math course(s) are required at the transfer school.

b. See advisor to discuss which course is most appropriate.

c. Read a full discussion of the [free elective requirement](#).

d. Select 3 credits from Category J2.

Contact Information

Program Chair
[Francis Whittle](#)

COMPUTER NETWORKING (CNC)

Overview

This certificate will provide the students with the necessary skills to design and manage a cloud-based network. Upon completion of the certificate, the student, in addition to acquiring an understanding of the basic data communication and networking concepts, will be proficient in the basic skills to manage both virtual and real servers and networks. The certificate will provide students with a solid foundation in cloud platform components. Students completing the certificate may pursue careers in network support and server administration. Students who complete the CNC certificate may choose to continue coursework to complete the entire A.A.S. degree in Computer Information Systems (CIS) at DCC. A Certificate is awarded upon completion of the requirements for this program.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Computer Networking (CNC) will be able to:

- Demonstrate an appreciation of the breadth and complexity of the IT communication field;
- Identify and describe the necessary required skills in each of the segments in the IT industry communication sector;
- Design an effective LAN and WAN;
- Manage, maintain and optimize a LAN;
- Demonstrate proficiency in Linux and Windows;
- Demonstrate the technical and business aspects of the internet;
- Implement routing principles.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
First Semester				
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-112	COMPUTER PROGRAMMING I	4	0	4
CIS-117	DATA COMMUNICATION CONCEPTS	3	0	3
	Information Management Security OR Health Information Management	1		3
CIS-106	CLOUD COMPUTING FUNDAMENTALS	3	0	3
	Credit Hours	14	0	16
Second Semester				
CIS-124	COMPUTER OPERATING SYSTEMS	3	0	3

		Course Hours Per Week		Semester Hours
ENG-101	COMPOSITION I	3	0	3
CIS-150	INFORMATION SECURITY MANAGEMNT	3	0	3
CIS-265	CIS CAREER CAPSTONE SEMINAR	3	0	3
CIS-218	ROUTING & SWITCHING TECHNOLOGY	3	0	3
	Credit Hours	15	0	15
Total Required Minimum Semester Hours Credit				31

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions

Contact Information**COMPUTER SUPPORT FOR THE CLOUD****Overview**

This microcredential will provide the student with skills to effectively provide computer support. The coursework includes learning MS Office, implementing security protocols, studying computer components, and utilizing operating system functionality. In addition, the students will analyze the virtual components in the cloud and learn how to navigate a cloud infrastructure.

Students who successfully complete this Microcredential will be able to:

- Be proficient in MS Office and be able to assist users in the software
- Effectively navigate a cloud environment
- Assist users in Windows operating system issues
- Define and differentiate OS components
- Use MS Powershell to automate processes
- Identify security threats and implement appropriate protection and mitigation protocols

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
Required Courses		Class	Lab	Credit
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-106	CLOUD COMPUTING FUNDAMENTALS	3	0	3
CIS-140	HEALTH INFORMATION MANAGEMENT	3	0	3
CIS-124	COMPUTER OPERATING SYSTEMS	3	0	3

		Course Hours Per Week		Semester Hours
	Credit Hours	12	0	12
Total Required Minimum Semester Hours Credit				12

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

This microcredential can be stacked into:

[Computer Information Systems A.A.S.](#)

Contact Information

DATA ANALYSIS MICROCREDENTIAL

Overview

Students earning a microcredential in Data Analysis will implement basic coding programming in a programming language, manipulate a relational database, and use database definition, manipulation, query, and control commands and analyze data using data visualization and statistical modeling methods. This microcredential is a valuable add-on to Computer Science, Computer Information Systems, Mathematics, Information Management, and Business programs. Students will gain entry-level data analytics skills that are immediately transferable into the workplace in jobs such as cleaning data, business analytics, and marketing analytics.

Students who successfully complete this microcredential will be able to:

- Normalize, interact with a relational database using definition, query, manipulation, and control commands, as well as by using a high-level programming language.
- Design, code, and test programs in a high-level programming language to satisfy a business need as well as implement basic search algorithms.
- Provide insights with impact for data analytics problems after performing exploratory and correlation-regression statistical analysis on multivariate data by applying modeling and inferential statistical techniques.

This microcredential can be stacked into:

- [Computer Information Systems A.A.S.](#)
- [Computer Science A.S.](#)

Because a microcredential is comprised of short course sequences, requirements for a microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the microcredential contains a certification exam, a successful score on that exam is also required for the award of the microcredential.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

Requirements

For requirements, see Program Map.

Program Map

Required Courses

Course		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
	ENR 102 (Computer Programming for Engineers) OR CIS 112 (Computer Programming I) OR CPS 141			3-4
CIS-211	APPLIED DATABASE CONCEPTS	3	0	3
MAT-186	INTRODUCTION TO DATA SCIENCE	4	0	4
	Credit Hours	7	0	10-11
Total Required Minimum Semester Hours Credit				10
Additional		Class	Lab	Credit

Contact Information

INFORMATION MANAGEMENT

Overview

The Information Management program is designed for students interested in transferring to a four-year baccalaureate-granting institution.

The program will provide students with a basic foundation in information systems, information technology and information management. It is recommended for transfer students planning to earn baccalaureate degrees in such programs of study as Computer Information Systems, Management Information Systems, Information Technology, Health Information Management, Security Information Management and Computer Networking.

The Associate in Science (A.S.) degree is awarded upon completion of this program.

Students who successfully complete the Associate in Science (A.S.) degree in Information Management (INM) will be able to:

- Critically discern the quality of data and identify the parameters and constraints of using, transmitting, securing and storage of data;
- Identify the scope, resources, timeline and critical tasks involved with project management;
- Select appropriate hardware and software to satisfy a particular business problem or opportunity including developing software solutions and utilizing existing available software with particular emphasis on database management software;
- Identify and mitigate the risks to data and design effective defenses for data storage and transmission.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
	Math Course (a)			3-4
	CIS 112 OR CIS 113 OR CPS 141 (b)			3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Credit Hours	9	0	15-16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	Math Course (a)			3-4
	Interest Area Course (c)			3
	Interest Area Course (c)			3
	General Education Course (d)			3
	Credit Hours	3	0	15-16
Third Semester		Class	Lab	Credit
CIS-212	SYSTEMS ANALYSIS AND DESIGN	3	0	3
	U.S. History & Civic Engagement (Category D)			3
	Interest Area Course (c)			3
	ACC/BUS/CIS/ECO Course (e)			3
	Science Course (f)			4
	Credit Hours	3	0	16
Fourth Semester		Class	Lab	Credit
CIS-213	DATA ANALYTICS FOR BUSINESS	3	0	3
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
	Interest Area Course (c)			3
	Interest Area Course (c)			3
	Oral Communication (Category J2) (g)			3-4
	Gen Education Elective (h)			3-4

		Course Hours Per Week		Semester Hours
	Credit Hours	5	2	18-20
Total Required Minimum Semester Hours Credit				64

a. Students must select from MAT 110, MAT 118, MAT 184, MAT 185, MAT 214, MAT 210, MAT 221, MAT 222.

b. CIS 112, as an introductory programming course, is strongly recommended for most students. In particular, students undecided about choosing the Information Management degree or the Computer Information Systems degree should choose CIS 112. Students, with advisement, may opt to choose CIS 113 or CPS 141 for transfer purposes. Also, with permission of the program chairperson, the student may select one of the courses as an Interest Area elective.

c. Interest Area Course: Students must select five courses from the following list. Courses should be selected based on the requirements of the anticipated transfer school. Consult your advisor. See Advisement Note below. ACC 104, ACC 204, BUS 104, BUS 107, BUS 215, CIS 107 or CIS 108, CIS 114, CIS 117, CIS120, CIS 123, CIS 124, CIS 126, CIS 140, CIS 150, CIS 214, CIS 215, CIS 216, CIS 217, CIS 211, CIS 218, CIS 223, CIS 226, CIS 227, CIS 228, CIS 233, CIS 235, CRJ 141, CRJ 261

d. Courses that meet the [SUNY General Education requirement can be found here](#). Students should select a course from a SUNY General Education subject area not met by another elective or required courses in the program.

e. ACC/BUS/CIS/ECO Course: Students must select one course from the following list. ACC 104, ACC 204, BUS 104, BUS 107, BUS 215, CIS 107, ECO 202, ECO 203. Courses should be selected based on the requirements of the anticipated transfer school, in consultation with an advisor.

f. Students must take a science course that fulfills the natural science [general education requirement](#).

g. Select 3 credits from category J2.

h. Students may select any General Education course.

Advisement Note: Based upon the student's interest area (c), the following courses are recommended:

Security Information Management: CIS 117, CIS126, CIS150, CIS 107, CIS 133, CIS 216, CIS 226, CRJ 141, CRJ 261

Management Information Systems: BUS 104, BUS 107, BUS 215, CIS 107 or CIS 108, CIS 140, CIS 150, CIS 216, CIS 217

Software Development Systems: CIS 114, CIS 214, CIS 215, CIS 126, CIS 226, CIS 227, CIS 235

Web Administration: CIS 107, CIS 120, CIS 228, CIS 126, CIS 226, CIS 233, ART 163, ART 263

Business Programming: CIS 123, CIS 211, CIS 124, CIS 223, CIS 227, CIS 233

Computer Networking: CIS 117, CIS 126, CIS 216, CIS 124, CIS 217, CIS 218, CIS 233

Contact Information

Program Chair
[Francis Whittle](#)

NETWORKING FOR THE CLOUD

Overview

This microcredential will provide the students with the skills needed to understand and implement basic networking concepts. It will provide the students with the skills needed to install and manage a Windows Server. The student will also learn the components of cloud computing, navigate a cloud infrastructure and deploy the server in the cloud.

Students who successfully complete this Microcredential will be able to:

- Demonstrate an appreciation of the breadth and complexity of the IT communication field.
- Identify and describe the necessary required skills in each of the segments in the IT industry communication sector.
- Design an effective cloud network.
- Demonstrate proficiency in Windows Server.
- Demonstrate the technical understanding of the virtual components in a cloud infrastructure.

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-106	CLOUD COMPUTING FUNDAMENTALS	3	0	3
CIS-117	DATA COMMUNICATION CONCEPTS	3	0	3
CIS-216	WINDOWS SERVER	3	0	3
	Credit Hours	12	0	12
Total Required Minimum Semester Hours Credit				12

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

[Networking Certificate](#)

[Computer Information Systems A.A.S.](#)

Contact Information

WEB ADMINISTRATION

Overview

This certificate will provide students with the skills to effectively develop web sites and administer a web server in a cloud installation. Students will develop advanced skills in both client-side web software and server-side software. Upon completion of the certificate, students will be well-versed in the skills necessary to pursue careers in web programming and web site administration. Students who complete the WAC certificate may choose to continue coursework to complete the entire A.A.S. degree in Computer Information Systems (CIS) at DCC.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Web Administration (WAC) will be able to:

- Develop client and server-side web programs;
- Demonstrate an understanding of the concepts and associated terminology for the internet infrastructure;
- Develop the necessary skills to conduct business on the internet;
- Understand cloud computing and install and manage a web server in the cloud.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-107	WEB PROGRAMMING FOR BUS	3	0	3
CIS-112	COMPUTER PROGRAMMING I	4	0	4
CIS-126	LINUX USING PYTHON	3	0	3
CIS-106	CLOUD COMPUTING FUNDAMENTALS	3	0	3
	Credit Hours	16	0	16
Second Semester		Class	Lab	Credit
CIS-124	COMPUTER OPERATING SYSTEMS	3	0	3
ENG-101	COMPOSITION I	3	0	3
	CIS 140 or 150 Healthcare Information Management or Information Management Security			3
CIS-265	CIS CAREER CAPSTONE SEMINAR	3	0	3
CIS-228	WEB SITE ADMINISTRATION	3	0	3
	Credit Hours	12	0	15
Total Required Minimum Semester Hours Credit				31

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

WEB ADMINISTRATION FOR THE CLOUD

Overview

This microcredential will provide students with the courses to become proficient in the skills required to design, code, and host dynamic web sites. Students will learn HTML, CSS, Javascript, XML and server-side code including database integration. In addition, students will become familiar with cloud infrastructures and hosting the web server on the cloud.

Students who successfully complete this Microcredential will be able to:

- Develop client and server-side internet programs.
- Demonstrate an understanding of the concepts and associated terminology for the internet infrastructure.
- Develop the necessary skills to conduct business on the internet.
- Deploy and manage a cloud-based Web Server.

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
CIS-106	CLOUD COMPUTING FUNDAMENTALS	3	0	3
CIS-107	WEB PROGRAMMING FOR BUS	3	0	3
CIS-228	WEB SITE ADMINISTRATION	3	0	3
Credit Hours		12	0	12
Total Required Minimum Semester Hours Credit				12

Because a microcredential is comprised of short course sequences, requirements for a microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the microcredential contains a certification exam, a successful score on that exam is also required for the award of the microcredential.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

This microcredential can be stacked into:

[Web Administration Certificate](#)

[Computer Information Systems A.A.S.](#)

Contact Information

COMPUTER SCIENCE

COMPUTER SCIENCE

Overview

This program is recommended for transfer students planning to earn a baccalaureate degree with a major in computer science. Students should be at Math Placement Level 4 or higher.

The Associate in Science (A.S.) is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Computer Science (CPS) will be able to:

- Demonstrate the ability to design, implement and execute programs in an object oriented programming language;
- Demonstrate the implementation and/or use of data structures such as arrays, stacks, queues, linked lists, binary trees and maps;
- Demonstrate the ability to read and interpret computer code and programming language documentation.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	MAT 185, 221, or 222 (a)			4
CPS-141	COMPUTER SCIENCE I	4	0	4
SPE-101	PUBLIC SPEAKING	3	0	3
	Credit Hours	13	0	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	US History and Civic Engagement			3
	MAT 221 or MAT 222 (a)			4
CPS-142	COMPUTER SCIENCE II	3	0	3
	Elective (b)			3-4
	Credit Hours	6	0	16-17
Third Semester		Class	Lab	Credit
	Science (c)			4
	MAT 222 or Math Elective (a)			4

		Course Hours Per Week		Semester Hours
CPS-231	COMPUTER SCI III/DATA STRUCTRS	3	0	3
	Elective (b)			3-4
	Credit Hours	3	0	14-15
Fourth Semester		Class	Lab	Credit
	MAT 214 or MAT 215			3
CIS-227	COMPUTER ARCHITECTURE AND ORG	3	0	3
	Elective (b)			3-4
	General Education Elective (e)			3
	Free Elective (d)			3
	Credit Hours	3	0	15-16
Total Required Minimum Semester Hours Credit				62

a. Students must complete MAT 222 to satisfy the CPS degree requirements.

b. Elective courses: MAT 186 or MAT 223 or MAT 230 or second semester of science sequence recommended. Many four-year colleges require a two-semester sequence in physics or chemistry. Courses applicable in this program are (a) Specific courses listed above; (b) courses applicable in designated programs.

c. Physics or Chemistry or Biology recommended. Many four-year colleges require a two-semester sequence in physics or chemistry. Applicable four-credit courses are in astronomy, biology, chemistry, geology, physical sciences, physics. Students should select a course from General Education Category B Natural Sciences.

d. See a full discussion of the [free elective requirement](#). The subject area for Computer Science includes all courses labeled CPS.

e. General Education Elective: Courses applicable to this program are listed in the General Education Categories Social Sciences, The Arts, World History and Global Awareness, and World Languages. See the list of the General Education Categories.

Contact Information

Program Chair

[Carson Lee McCullers](#)

CRIMINAL JUSTICE

CRIMINAL JUSTICE (TRANSFER)

Overview

A balance of general, liberal arts and technical courses is offered to those students who intend to enter the field of criminal justice for the first time as well as those currently employed in the field. This program is designed primarily for those students who anticipate transferring to a four-year institution to pursue the baccalaureate degree.

It also is recommended to those students interested in pre-law studies. This program leads to rewarding careers in law enforcement, corrections, probation, parole, rehabilitation, industrial security and numerous other positions in related areas at the municipal, state and federal levels

NOTE: Students pursuing careers in criminal justice or related fields should be aware that certain aspects of health and/or character may be conditional to employment.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Criminal Justice – Transfer (CRT) will be able to:

- Identify the various components of the Criminal Justice System including police courts and corrections;
- Describe the Criminal Justice Process from incident, initial contact with law enforcement, through the trial process and sentencing;
- Demonstrate an understanding of Due Process.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
GOV-121	AMERICAN NATIONAL EXPERIENCE	3	0	3
CRJ-141	INTRO TO CRIMINAL JUSTICE	3	0	3
SPE-101	PUBLIC SPEAKING	3	0	3
	Credit Hours	15	0	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	BIO 103 or BIO 104			4
MAT-118	ELEMENTARY STATISTICS	3	0	3
CRJ-103	THE CORRECTIONS PROCESS	3	0	3
BHS-142	CRIMINOLOGY	3	0	3

		Course Hours Per Week		Semester Hours
	Credit Hours	12	0	16
Third Semester		Class	Lab	Credit
CRJ-201	CRIMINAL JUSTICE ORG AND ADMIN	3	0	3
PSY-206	SOCIAL PSYCHOLOGY	3	0	3
BHS-242	DRUG & ALCOHOL USE AND ABUSE	3	0	3
CRJ-206	CRIMIN & SCIENT INVSTGTN	3	0	3
CRJ-265	CRIMINAL LAW AND PROCEDURE	3	0	3
	Credit Hours	15	0	15
Fourth Semester		Class	Lab	Credit
PSY-134	GROUP DYNAMICS	3	0	3
BHS-262	JUVENILE DELINQUENCY	3	0	3
CRJ-261	WHITE COLLAR CRIME	3	0	3
CRJ-266	CONTEMP ISS/PROB CRMNL JUSTICE	3	0	3
	Free Elective (c)			3
	General Education Elective (b)			3
	Credit Hours	12	0	18
Total Required Minimum Semester Hours Credit				64

a. Mathematics course. Students must meet math course prerequisites.

b. General Education Elective: Courses applicable to this program are listed in the General Education World History and Global Awareness, The Arts, and World Language categories.

c. See [a full discussion of the free elective requirement](#). Subject area for Criminal Justice includes all courses labeled CRJ.

Contact Information

Program Chair
[Matthew Greenstein](#)

CRIMINAL JUSTICE - PUBLIC AND PRIVATE SECURITY (CRJ)

Overview

A balance of general, liberal arts, and technical courses is offered to those students who intend to enter the field of criminal justice directly upon graduation or who are currently employed within the field and do not intend to pursue the baccalaureate degree at a four-year institution. This program leads to rewarding careers in law enforcement, corrections, industrial security and numerous other related positions at the municipal, state and federal levels.

Note: Completion of this program does not preclude the student from subsequently pursuing the baccalaureate degree should he/she decide to do so. However, transfer policies vary from college to college and the student should be aware that additional coursework in the general and liberal arts education area are likely to be required at a four-year institution.

Students pursuing careers in criminal justice or related fields should be aware that certain aspects of health and or character may be conditional to employment.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Applied Science (A.A.S.) degree in Criminal Justice – Public and Private Security (CRJ) will be able to:

- Identify the various components of the Criminal Justice System including police courts and corrections.
- Describe the Criminal Justice Process from incident, initial contact with law enforcement, through the trial process and sentencing.
- Demonstrate an understanding of Due Process.

Courses should be selected in consultation with an advisor.

The following microcredential stacks into the CRJ Program: Public Safety.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
CRJ-101	INTRO TO SECURITY ADMIN	3	0	3
CRJ-107	COMMUNCATN & CRIM JSTC PROCESS	3	0	3
CRJ-141	INTRO TO CRIMINAL JUSTICE	3	0	3
	Credit Hours	15	0	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
GOV-121	AMERICAN NATIONAL EXPERIENCE	3	0	3
	BIO 103 or BIO 104			4
CRJ-103	THE CORRECTIONS PROCESS	3	0	3
CRJ-265	CRIMINAL LAW AND PROCEDURE	3	0	3
	Credit Hours	12	0	16
Third Semester		Class	Lab	Credit
BHS-242	DRUG & ALCOHOL USE AND ABUSE	3	0	3
CRJ-253	ETHICS IN CRIMAL JUSTICE	3	0	3

		Course Hours Per Week		Semester Hours
CRJ-206	CRIMIN & SCIENT INVSTGTN	3	0	3
CRJ-201	CRIMINAL JUSTICE ORG AND ADMIN	3	0	3
HED-134	FIRST AID, SAFETY, AND CPR	3	1	3
SPE-101	PUBLIC SPEAKING	3	0	3
	Credit Hours	18	1	18
Fourth Semester		Class	Lab	Credit
PSY-134	GROUP DYNAMICS	3	0	3
CRJ-261	WHITE COLLAR CRIME	3	0	3
	MAT 118 or 109 (b)			3
PSY-206	SOCIAL PSYCHOLOGY	3	0	3
	Free Elective (a)			3-4
	Credit Hours	9	0	15-16
Total Required Minimum Semester Hours Credit				64

(a) See [Free Elective Section in DCC catalogue for a full discussion of the free elective requirement](#). The subject area for Criminal Justice includes all courses labeled CRJ.

(b) Mathematics course. Students must meet math course prerequisites.

Contact Information

Program Chair
[Matthew Greenstein](#)

PUBLIC SAFETY (MICROCREDENTIAL)

Overview

What You'll Study in Our Public Safety Microcredential Program

The microcredential equips you with the skills and certifications necessary to land your first public safety job. You will emerge with a heightened understanding of the modern security industry, as well as a sharpened ability to assess public threats.

Our Public Safety Microcredential stacks into DCC's associate degree program in Criminal Justice-Public and Private Security.

Requirements

For requirements, see Program Map.

Program Map

Courses	Course Hours Per Week		Semester Hours
	Class	Lab	Credit

		Course Hours Per Week		Semester Hours
CRJ-101	INTRO TO SECURITY ADMIN	3	0	3
HED-134	FIRST AID, SAFETY, AND CPR	3	1	3
	Credit Hours	6	1	6
Total Required Minimum Semester Hours Credit				6

Contact Information

ADOLESCENT EDUCATION 7-12 WITH SUNY NEW PALTZ

ADOLESCENT EDUCATION (GRADES 7-12)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

NOTE: These jointly registered programs are designed for students who plan to transfer to SUNY New Paltz in adolescent education with the academic majors listed above.

- [Biology \(EDB\)](#)
- [Chemistry \(EDX\)](#)
- [Earth Science \(EDS\)](#)
- [English \(EDL\)](#)
- [History/Social Studies \(EDH\)](#)
- [Math \(EDM\)](#)

Students also may prepare to transfer with other majors to SUNY New Paltz or to other education programs through the Liberal Arts and Sciences: Humanities and Social Sciences A.A. degree program, or the Early Childhood A.S. degree program. Students planning to transfer to an education program at a school other than SUNY New Paltz might wish to discuss their plans with an advisor in the ACT Center or with the Chair of the Adolescent Education program. This program will be modified to comply with changes to the requirements for teacher certification in New York state.

Notes for All LAT Programs (EDB, EDX, EDS, EDL, EDH, and EDM)

a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from [SUNY General Education Natural Sciences courses](#).

b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.

c. MAT 109 or higher required.

- d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.
- e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.
- f. Select a course from [SUNY General Education World History and Global Awareness courses](#).
- g. Elective courses: any applicable courses. See [Courses Applicable in Designated Programs](#).
- h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. [See a full discussion of the free elective requirement](#).
- i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.
- j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.
- k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

[Rita Woodcock](#)
Program Chair (LAT)

BIOLOGY (EDB)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
MAT-221	CALCULUS I	4	0	4
	World Language (b)			3
BIO-105	GENERAL BIOLOGY I	3	3	4
	Credit Hours	13	3	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	U.S. History & Civic Engagement			3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	World Languages (b)			3
BIO-106	GENERAL BIOLOGY II	3	3	4
	Credit Hours	9	3	16
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3
	World History & Global Awareness (f)			3
CHE-121	GENERAL CHEMISTRY I	3	3	4
BIO-205	GENETICS	3	3	4
	Credit Hours	12	6	17
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
CHE-122	GENERAL CHEMISTRY II	3	3	4
LAT-201	ED SETTINGS: ADOL LRNING ENVIR	1	0	1
	Free Elective (h)			3-4
	Credit Hours	7	3	14-15
Total Required Minimum Semester Hours Credit				64

NOTES:

- a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from SUNY General Education Natural Sciences courses.
- b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.
- c. MAT 109 or higher required.
- d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.
- e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.
- f. Select a course from SUNY General Education World History and Global Awareness courses.
- g. Elective courses: any applicable courses.
- h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. See page 33 for a full discussion of the free elective requirement.
- i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.
- j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.
- k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

CHEMISTRY (EDX)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	World Languages (b)			3
MAT-221	CALCULUS I	4	0	4
CHE-121	GENERAL CHEMISTRY I	3	3	4
	Credit Hours	13	3	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	World History & Global Awareness (f)			3
	World Languages (b)			3
CHE-122	GENERAL CHEMISTRY II	3	3	4
	Credit Hours	9	3	16
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3
	U.S. History & Civic Engagement			3
CHE-231	ORGANIC CHEMISTRY I	3	3	4
PHY-151	CALCULUS-BASED PHYSICS I	3	3	4
	Credit Hours	12	6	17
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
CHE-232	ORGANIC CHEMISTRY II	3	3	4
MAT-222	CALCULUS II	4	0	4

		Course Hours Per Week		Semester Hours
	Credit Hours	10	3	14
Total Required Minimum Semester Hours Credit				64

NOTES:

- a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from SUNY General Education Natural Sciences courses.
- b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.
- c. MAT 109 or higher required.
- d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.
- e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.
- f. Select a course from SUNY General Education World History and Global Awareness courses.
- g. Elective courses: any applicable courses.
- h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. [See a full discussion of the free elective requirement.](#)
- i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.
- j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.
- k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

EARTH SCIENCE (EDS)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;

- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	World Languages (b)			3
MAT-221	CALCULUS I	4	0	4
GLG-121	PHYSICAL GEOLOGY	3	2	4
	Credit Hours	13	2	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	U.S. History & Civic Engagement			3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	World Languages (b)			3
GLG-124	THE EARTH THROUGH TIME	3	2	4
	Credit Hours	9	2	16
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3
	World History & Global Awareness (f)			3
CHE-121	GENERAL CHEMISTRY I	3	3	4
PHY-121	GENERAL PHYSICS I	3	3	4
	Credit Hours	12	6	17
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3

		Course Hours Per Week		Semester Hours
THE-120	PERFORMING SKILLS FOR CLASSROOM	3	0	3
CHE-122	GENERAL CHEMISTRY II	3	3	4
PHY-122	GENERAL PHYSICS II	3	3	4
	Credit Hours	9	6	14
Total Required Minimum Semester Hours Credit				64

Notes:

a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four-credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. [See General Education, Appendix B.](#)

b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.

c. [MAT 109](#) or higher required.

d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.

e. Students planning an academic major in history at New Paltz should choose [GOV 121](#), [HIS 104](#).

f. Other World Civilization courses: Select a course from [SUNY General Education Requirements Appendix F.](#)

g. Western Civilization courses: Select a course from [SUNY General Education Requirements Appendix E.](#)

h. Elective courses: [any applicable courses.](#)

i. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. [Read a full discussion of the free elective requirement.](#)

j. Students also may take [CPS 141](#) and [CPS 142](#) or [CPS 231](#). Consult an advisor for more information.

k. Additional applicable courses are: [MAT 221](#), [MAT 222](#), [GLG 121](#), [PHY 121](#), [PHY 122](#), [CHE 231](#), and [CHE 232](#). Students may also enroll in one of the following: [MAT 118](#) or [CPS 141](#) and [CPS 142](#).

l. SUNY New Paltz requires the grade of B or better in both ENG 101 and [ENG 102](#).

Contact Information

ENGLISH (EDL)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	Math (c)			3-4
	Natural Sciences (a)			4
	World Languages (b)			3
LAT-100	LIBERL ARTS TEACHING INTRO SEM	1	0	1
	Credit Hours	7	0	17-18
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	U.S. History & Civic Engagement			3
	World Languages (b)			3
	Natural Sciences (a)			4
	Credit Hours	6	0	16
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3

		Course Hours Per Week		Semester Hours
	World History & Global Awareness (f)			3
	ENG 201, 203, 204: Suggested classes from Academic Concentration (d)			6
	Credit Hours	6	0	15
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3
THE-120	PERFORMING SKILLS FOR CLASSROOM	3	0	3
	ENG 204: Suggested classes in Academic Concentration (d)			6
LAT-201	ED SETTINGS: ADOL LERNING ENVIR	1	0	1
	Free Elective (h)			3-4
	Credit Hours	4	0	16-17
Total Required Minimum Semester Hours Credit				64

NOTES:

a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from SUNY General Education Natural Sciences courses.

b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.

c. MAT 109 or higher required.

d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.

e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.

f. Select a course from SUNY General Education World History and Global Awareness courses.

g. Elective courses: any applicable courses.

h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. See [a full discussion of the free elective requirement](#).

i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.

j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.

k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

HISTORY/SOCIAL STUDIES (EDH)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	Math (c)			3-4
	Science (a)			4
	World Languages (b)			3
LAT-100	LIBERL ARTS TEACHING INTRO SEM	1	0	1
	Credit Hours	7	0	17-18
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3

		Course Hours Per Week		Semester Hours
HIS-103	HISTORY OF THE UNITED STATES I	3	0	3
	World Languages (b)			3
	Science (a)			4
	Credit Hours	9	0	16
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3
	U.S. History & Civic Engagement (e)			3
	Academic Concentration (d, e) Suggested: GOV 121, HIS 207, HIS 210			6-9
	Credit Hours	6	0	15-18
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3
	World History & Global Awareness (f)			3
THE-120	PERFORMING SKILLS FOR CLASSROOM	3	0	3
Academic Concentration (d, e)	Suggested: ECO 202, ECO 203, GOV 219, Hiss 220/GOV 220, GOV 221, BHS 204			3
LAT-201	ED SETTINGS: ADOL LARNING ENVIR	1	0	1
	Free Elective (h)			3-4
	Credit Hours	4	0	16-17
Total Required Minimum Semester Hours Credit				64

Notes:

a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from SUNY General Education Natural Sciences courses.

b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.

c. MAT 109 or higher required.

d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they

complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.

e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.

f. Select a course from SUNY General Education World History and Global Awareness courses.

g. Elective courses: any applicable courses.

h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. See a full discussion of the free elective requirement.

i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.

j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.

k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

MATHEMATICS (EDM)

Overview

These jointly registered programs in adolescent education are designed to facilitate the transfer to SUNY New Paltz of students preparing to become certified teachers in grades 7-12. The curricula for the two years at Dutchess Community College is shown for each program.

Students admitted to the jointly registered programs at Dutchess are simultaneously admitted to SUNY New Paltz. Upon completion of the A.S. degree, students may transfer to SUNY New Paltz and begin study toward the baccalaureate degree. If they achieve a grade point average of at least 2.75 in their first semester at New Paltz they will be admitted to Curriculum I (the professional core) of the adolescent education program.

The two years at DCC are designed to meet the general education requirements of New Paltz, to complete approximately one-half of the academic major at New Paltz required for teacher certification, and to begin to prepare students for the New York State Teacher Certification Examination.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Education (LAT) will be able to:

- Demonstrate effective oral communication;
- Demonstrate effective written communication;
- Display fundamental knowledge of scientific reasoning;
- Display fundamental knowledge of quantitative reasoning;
- Exhibit the ability to use technology effectively;
- Engage in self-reflective practices and critical analysis;
- Demonstrate fundamental knowledge of core theories and practices of adolescent growth and development;
- Demonstrate an understanding for diversity found among students, families and society as a whole.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3

		Course Hours Per Week		Semester Hours
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	World Languages (b)			3
MAT-221	CALCULUS I	4	0	4
LAT-100	LIBERL ARTS TEACHING INTRO SEM	1	0	1
	Credit Hours	14	0	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	World Languages (b)			3
MAT-222	CALCULUS II	4	0	4
PHY-151	CALCULUS-BASED PHYSICS I	3	3	4
	Credit Hours	10	3	14
Third Semester		Class	Lab	Credit
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
PSY-204	ADOLESCENT PSYCHOLOGY	3	0	3
PHY-152	CALCULUS-BASED PHYSICS II	3	3	4
MAT-223	CALCULUS III	4	0	4
MAT-214	DISCRETE MATH USING PROOFS	3	0	3
	Credit Hours	16	3	17
Fourth Semester		Class	Lab	Credit
	World History & Global Awareness (f)			3
	World History & Global Awareness (f)			3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
MAT-215	INTRO TO LINEAR ALGEBRA	3	0	3
LAT-201	ED SETTINGS: ADOL LRNING ENVIR	1	0	1
	U.S. History & Civic Engagement	1		3
	Credit Hours	8	0	16

	Course Hours Per Week	Semester Hours
Total Required Minimum Semester Hours Credit		64

NOTES:

- a. Students planning an academic major in science at New Paltz should start their sequence in biology or earth science. Other students may take applicable four credit (laboratory science) courses in astronomy, biology, chemistry, geology, physical sciences or physics. Select a course from SUNY General Education Natural Sciences courses.
- b. All students are required to take two semesters of a foreign language. Foreign language instructors should be consulted for assistance in selecting the appropriate course. Students planning on an academic major in foreign language at New Paltz must choose French or Spanish. If the two semester foreign language requirement has been satisfied students should speak to the program coordinator and/or an academic advisor to select an academic concentration course.
- c. MAT 109 or higher required.
- d. The baccalaureate degree in adolescent education requires a minimum of 30 credit hours in an academic major. Students should plan their individual programs in order to have a minimum of 12 or, if possible, 15 credits toward the major at New Paltz when they complete the associate degree. It is essential that students consult their advisor when selecting elective courses for the academic major.
- e. Students planning an academic major in history at New Paltz should choose GOV 121, HIS 104.
- f. Select a course from SUNY General Education World History and Global Awareness courses.
- g. Elective courses: any applicable courses.
- h. Most students will need to select as their free elective a course which will count toward their academic major at New Paltz. [See a full discussion of the free elective requirement.](#)
- i. Students also may take CPS 141 and CPS 142 or CPS 231. Consult an advisor for more information.
- j. Additional applicable courses are: MAT 221, MAT 222, GLG 121, PHY 121, PHY 122, CHE 231, and CHE 232. Students may also enroll in one of the following: MAT 118 or CPS 141 and CPS 142.
- k. SUNY New Paltz requires the grade of B or better in both ENG 101 and ENG 102.

Contact Information

EARLY CHILDHOOD AND CHILDHOOD EDUCATION

BIOLOGY CONCENTRATION ADVISEMENT TRACK (EED)

Overview

This program is jointly registered with SUNY New Paltz and is the preferred program for transfer to that college. Students, upon successful completion of their A.S. degree at DCC and their B.S. degree at SUNY New Paltz, will receive a New York State teaching certificate for Birth through Grade 2 and Grades 1 - 6.

Upon completion of the EED degree at DCC with:

- A GPA of at least 3.0
- A grade of "B" or better in ENG 101 and ENG 102
- A grade of B- or better in EED 103, EED 115, EED 116, ECH 214, EED 207, ECH 254
- Successfully completing a writing sample at SUNY New Paltz

Students will be eligible to be accepted into the School of Education at SUNY New Paltz.

Students should discuss their plans with an advisor in the ACT Center or the Chair of the Early Childhood and Elementary Education Program (431-8348).

Upon successful completion of the program students will demonstrate:

- An ability to observe, document and assess development in children;
- An ability to design developmentally appropriate learning experiences for young children in a variety of curricular areas;
- An ability to recognize and plan for diversity within early childhood and childhood classrooms;
- An ability to demonstrate initial professional behaviors while working with children.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
BIO-105	GENERAL BIOLOGY I	3	3	4
	World Language (c)			3
MAT-107	MATHEMATICS FOR ELEM TEACHERS	3	0	3
EED-103	EARLY CHLDHOOD/ CHLDHOOD OBSERV	0	3	1
	Credit Hours	12	6	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
MAT-117	GEOM FOR ELEM SCHL TEACHRS II	3	0	3
PSY-221	CHILD DEVELOPMENT	3	0	3

		Course Hours Per Week		Semester Hours
BIO-106	GENERAL BIOLOGY II	3	3	4
ECH-254	DIVERSE ECH/ELEM CLASSROOMS	3	0	3
	Credit Hours	15	3	16
Third Semester		Class	Lab	Credit
EED-115	SYMBOLIC REP LANGUAGE & LITRCY	3	0	3
EED-116	FIELDWORK I	0	3	1
	Academic Concentration (e)			3-4
	World History & Global Awareness or World Languages (if two-semester sequence is not complete)			3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	U.S. History & Civic Engagement			3
	Credit Hours	6	3	16-17
Fourth Semester		Class	Lab	Credit
ECH-214	DEV APPROP PAC: OBSRV & ASSESS	3	0	3
EED-207	EED FIELDWORK II	0	3	1
	Academic Concentration (e)			6-8
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
	Credit Hours	9	3	16-18
Total Required Minimum Semester Hours Credit				65

***Note:**

After completing BIO 105 and BIO 106, students should choose three courses from the following list to complete their concentration:

Required at New Paltz:

BIO 214, BIO 205, BIO 204

Electives at New Paltz (select no more than 2)

BIO 207 or BIO 212, BIO 210, BIO 213

NOTES

a. Transportation to and from fieldwork/observation site(s) is the responsibility of all students in the program, both commuting and living on campus. Be sure you have transportation, as on-campus sites are frequently not available.

b. Students enrolled in EED 103, EED 116, EED 207 are required to submit a completed physical examination from to the Health Office prior to their first day of fieldwork.

c. World language instructors should be consulted for assistance in selecting the appropriate course for individuals with previous foreign language study. Students with past courses in or knowledge of Spanish can take the CLEP test(s) to get credit for initial Spanish courses.

d. Science courses: Select a four-credit science from SUNY General Education requirement page

e. See information on REQUIRED Academic Concentration courses.

Contact Information

ENGLISH OR HISTORY CONCENTRATION ADVISEMENT TRACK (EED)

Overview

English Concentration

To fulfill the English Concentration, students, after completing ENG 101 and ENG 102, should choose three courses from the following list of required and elective courses:

ACADEMIC CONCENTRATION REQUIREMENTS:

ENG 201 or ENG 202
ENG 203 or ENG 204
ENG 209 or ENG 210
ENG 218 - requires permission of instructor

ACADEMIC CONCENTRATION ELECTIVES:

Select no more than two: ENG 205, 206, 207, 208, 212, 213, 215, 216, 221, 223, 224, 225, 227, 229, 230, 231, 263, 264, 267, 268, 269
Note: Students transferring two or more of the following courses (ENG 201, 202, 203 and 204) will need to complete a supplemental literature course at New Paltz to meet the minimum number of credits for their English concentration.

FOURTH SEMESTER:

SUNY New Paltz recommends that students with an academic concentration in English take one of the following:

ENG 212, 213, 264, 267 (World History & Global Awareness)

History Concentration

To fulfill academic concentration courses in history and the required U.S. History & Civic Engagement course, students must choose courses from the following list of required and elective courses. Additionally, be sure to take note of the fourth semester recommendations at the end of this list for World History & Global Awareness.

ACADEMIC CONCENTRATION REQUIREMENTS:

Choose at least three and a maximum of four courses from the following categories, taking at least one course in each area and a mix of time periods:

Category A:

United States History I (HIS 103)
United States History II (HIS 104)

Category B:

Western Civilization I (HIS 101)
Western Civilization II (HIS 102)

Category C:

World History I (HIS 107)
World History II (HIS 108)

Additional required course: The American National Experience (GOV 121)

ACADEMIC CONCENTRATION ELECTIVES:

Choose no more than one course from the following electives:

History Survey in another world region or country:

Latin American History (HIS 206)

History of Russia and the Soviet Union (HIS 207)

Additional electives: HIS 209, 210, 214, 216, 220

Fourth Semester:

SUNY New Paltz recommends that students with an academic concentration in history take one of the following courses:

World History & Global Awareness HIS 101, 102, 107, 207, or 221)

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
MAT-107	MATHEMATICS FOR ELEM TEACHERS	3	0	3
EED-103	EARLY CHLDHOOD/ CHLDHOOD OBSERV	0	3	1
Credit Hours		15	3	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
MAT-117	GEOM FOR ELEM SCHL TEACHRS II	3	0	3
	Natural Science (GE Category B)			4
PSY-221	CHILD DEVELOPMENT	3	0	3
EED-115	SYMBOLIC REP LANGUAGE & LITRCY	3	0	3
EED-116	FIELDWORK I	0	3	1
Credit Hours		12	3	17
Third Semester		Class	Lab	Credit

		Course Hours Per Week		Semester Hours
ECH-254	DIVERSE ECH/ELEM CLASSROOMS	3	0	3
	Academic Concentration (e)			6
	World Languages (GE Category I) (c)			3
	U.S. History and Civic Engagement (GE Category D)			3
	Credit Hours	3	0	15
Fourth Semester		Class	Lab	Credit
ECH-214	DEV APPROP PAC: OBSRV & ASSESS	3	0	3
EED-207	EED FIELDWORK II	0	3	1
	World History & Global Awareness (GE Category F1)			3
	Academic Concentration (e)			3
	World Language (if requirement not fulfilled) or Academic Concentration (e)			3
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
	Credit Hours	6	3	16
Total Required Minimum Semester Hours Credit				64

NOTES

English Concentration

To fulfill the English Concentration, students, after completing ENG 101 and ENG 102, should choose three courses from the following list of required and elective courses:

ACADEMIC CONCENTRATION REQUIREMENTS:

ENG 201 or ENG 202
 ENG 203 or ENG 204
 ENG 209 or ENG 210
 ENG 218 - requires permission of instructor

ACADEMIC CONCENTRATION ELECTIVES:

Select no more than two: ENG 205, 206, 207, 208, 212, 213, 215, 216, 221, 223, 224, 225, 227, 229, 230, 231, 263, 264, 267, 268, 269
 Note: Students transferring two or more of the following courses (ENG 201, 202, 203 and 204) will need to complete a supplemental literature course at New Paltz to meet the minimum number of credits for their English concentration.

FOURTH SEMESTER:

SUNY New Paltz recommends that students with an academic concentration in English take one of the following:

ENG 212, 213, 264, 267 (World History & Global Awareness)

History Concentration

To fulfill academic concentration courses in history and the required U.S. History & Civic Engagement course, students must choose courses from the following list of required and elective courses. Additionally, be sure to take note of the fourth semester recommendations at the end of this list for World History & Global Awareness.

ACADEMIC CONCENTRATION REQUIREMENTS:

Choose at least three and a maximum of four courses from the following categories, taking at least one course in each area and a mix of time periods:

Category A:

United States History I (HIS 103)
United States History II (HIS 104)

Category B:

Western Civilization I (HIS 101)
Western Civilization II (HIS 102)

Category C:

World History I (HIS 107)
World History II (HIS 108)

Additional required course: The American National Experience (GOV 121)

ACADEMIC CONCENTRATION ELECTIVES:

Choose no more than one course from the following electives:

History Survey in another world region or country:
Latin American History (HIS 206)
History of Russia and the Soviet Union (HIS 207)

Additional electives: HIS 209, 210, 214, 216, 220

Fourth Semester:

SUNY New Paltz recommends that students with an academic concentration in history take one of the following courses:

World History & Global Awareness: {HIS 101, 102, 107, 207, or 221}

Contact Information

MATHEMATICS CONCENTRATION ADVISEMENT TRACK (EED)

Overview

This program is jointly registered with SUNY New Paltz and is the preferred program for transfer to that college. Students, upon successful completion of their A.S. degree at DCC and their B.S. degree at SUNY New Paltz, will receive a New York State teaching certificate for Birth through Grade 2 and Grades 1 - 6.

Upon completion of the EED degree at DCC with:

- A GPA of at least 3.0
- A grade of "B" or better in ENG 101 and ENG 102
- A grade of B- or better in EED 103, EED 115, EED 116, ECH 214, EED 207, ECH 254
- Successfully completing a writing sample at SUNY New Paltz

Students will be eligible to be accepted into the School of Education at SUNY New Paltz.

Students should discuss their plans with an advisor in the ACT Center or the Chair of the Early Childhood and Elementary Education Program (431-8348).

Upon successful completion of the program students will demonstrate:

- An ability to observe, document and assess development in children;
- An ability to design developmentally appropriate learning experiences for young children in a variety of curricular areas;
- An ability to recognize and plan for diversity within early childhood and childhood classrooms;
- An ability to demonstrate initial professional behaviors while working with children.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
MAT-221	CALCULUS I	4	0	4
	World Language (c)			3
MAT-107	MATHEMATICS FOR ELEM TEACHERS	3	0	3
EED-103	EARLY CHLDHOOD/ CHLDHOOD OBSERV	0	3	1
	Credit Hours	13	3	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
MAT-117	GEOM FOR ELEM SCHL TEACHRS II	3	0	3
PSY-221	CHILD DEVELOPMENT	3	0	3
MAT-222	CALCULUS II	4	0	4
ECH-254	DIVERSE ECH/ELEM CLASSROOMS	3	0	3
	Credit Hours	16	0	16
Third Semester		Class	Lab	Credit
EED-115	SYMBOLIC REP LANGUAGE & LITRCY	3	0	3
EED-116	FIELDWORK I	0	3	1
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Academic Concentration (e)			3-4
	World History & Global Awareness or World Language (if 2 semester sequence is not complete)			3

		Course Hours Per Week		Semester Hours
	US History & Civic Engagement			3
	Credit Hours	6	3	16-17
Fourth Semester		Class	Lab	Credit
ECH-214	DEV APPROP PAC: OBSRV & ASSESS	3	0	3
EED-207	EED FIELDWORK II	0	3	1
	Academic Concentration (e) MAT 118, 215, 223, or CPS 141			3-4
	Science (d)			4
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
	Credit Hours	9	3	17-18
Total Required Minimum Semester Hours Credit				66

Notes:

- Transportation to and from fieldwork/observation site(s) is the responsibility of all students in the program, both commuting and living on campus. Be sure you have transportation, as on-campus sites are frequently not available.
- Students enrolled in EED 103, EED 116 and EED 207 are required to submit a completed physical examination form to the Health Office prior to their first day of fieldwork.=
- Foreign language instructors should be consulted for assistance in selecting the appropriate course for individuals with previous foreign language study. Students with past courses in or knowledge of Spanish can take the CLEP test(s) to get credit for initial Spanish courses.
- Science course: Select a four credit science from SUNY General Education Requirement page, Appendix B in this catalog.
- See pages below for information on REQUIRED Academic Concentration courses.

Contact Information**SPANISH CONCENTRATION ADVISEMENT TRACK (EED)****Overview**

This program is jointly registered with SUNY New Paltz and is the preferred program for transfer to that college. Students, upon successful completion of their A.S. degree at DCC and their B.S. degree at SUNY New Paltz, will receive a New York State teaching certificate for Birth through Grade 2 and Grades 1 - 6.

Upon completion of the EED degree at DCC with:

- A GPA of at least 3.0
- A grade of "B" or better in ENG 101 and ENG 102
- A grade of B- or better in EED 103, EED 115, EED 116, ECH 214, EED 207, ECH 254
- Successfully completing a writing sample at SUNY New Paltz

Students will be eligible to be accepted into the School of Education at SUNY New Paltz.

Students should discuss their plans with an advisor in the ACT Center or the Chair of the Early Childhood and Elementary Education Program (431-8348).

Upon successful completion of the program students will demonstrate:

- An ability to observe, document and assess development in children;
- An ability to design developmentally appropriate learning experiences for young children in a variety of curricular areas;
- An ability to recognize and plan for diversity within early childhood and childhood classrooms;
- An ability to demonstrate initial professional behaviors while working with children.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	Science (e)			3
	World Language Spanish Sequence (c)			3
MAT-107	MATHEMATICS FOR ELEM TEACHERS	3	0	3
EED-103	EARLY CHLDHOOD/ CHLDHOOD OBSERV	0	3	1
	Credit Hours	9	3	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
MAT-117	GEOM FOR ELEM SCHL TEACHRS II	3	0	3
PSY-221	CHILD DEVELOPMENT	3	0	3
	Academic Concentration Spanish Sequence			3-4
ECH-254	DIVERSE ECH/ELEM CLASSROOMS	3	0	3
	Credit Hours	12	0	15-16
Third Semester		Class	Lab	Credit
EED-115	SYMBOLIC REP LANGUAGE & LITRCY	3	0	3
EED-116	FIELDWORK I	0	3	1
	Academic Concentration Spanish Sequence			3-4
	World History & Global Awareness (d)			3

		Course Hours Per Week		Semester Hours
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	US History & Civic Engagement			3
	Credit Hours	6	3	16-17
Fourth Semester		Class	Lab	Credit
ECH-214	DEV APPROP PAC: OBSRV & ASSESS	3	0	3
EED-207	EED FIELDWORK II	0	3	1
	Academic Concentration Spanish Sequence (c)			6-8
BHS-207	EDUCATION IN AMERICAN SOCIETY	3	0	3
THE-120	PERFORMING SKLLS FOR CLASSROOM	3	0	3
	Credit Hours	9	3	16-18
Total Required Minimum Semester Hours Credit				63

***Note:**

Students with an academic concentration in Spanish beginning with SPA 101 in their first semester should complete the sequence with SPA 202. Students beginning with a higher level of Spanish in their first semester should complete SPA 301. SPA 301 is strongly recommended for all students wishing to complete course work at their transfer college, and SPA 302 is suggested, if possible.

NOTES FOR ALL ADVISEMENT TRACKS

- Transportation to and from fieldwork/observation site(s) is the responsibility of all students in the program, both commuting and living on campus. Be sure you have transportation, as on-campus sites are frequently not available.
- Students enrolled in EED 103, EED 116, EED 207 are required to submit a completed physical examination from to the Health Office prior to their first day of fieldwork.
- World language instructors should be consulted for assistance in selecting the appropriate course for individuals with previous foreign language study. Students with past courses in or knowledge of Spanish can take the CLEP test(s) to get credit for initial Spanish courses.
- Science courses: Select a four-credit science from SUNY General Education requirement page.
- See information on REQUIRED Academic Concentration courses.

Contact Information

EARLY CHILDHOOD

CHILD DEVELOPMENT ASSOCIATE MICROCREDENTIAL

Overview

The CDA microcredential will prepare individuals currently working in the field of early childhood education who are looking to earn college credits while simultaneously being supported through the process of preparing to earn their CDA (Child Development Associate) Certificate for Professional Recognition.

ECH 131, in conjunction with ECH 132, will result in the issuing of a statement of applied academic credit by DCC and will prepare the student for the CDA assessment process issued by the Council for Early Childhood Professional Recognition (part of NAEYC).

ECH 131 and 132 are based on the guidelines for NAEYC's CDA credentialing program and are intended to promote the development of appropriate skills and knowledge needed by early childhood caregivers currently employed in the field. These two courses will prepare the student for the CDA assessment process given by the Council for Early Childhood Professional Recognition (part of NAEYC). The lecture portion of the courses will include the study of: (ECH 131) introduction to Early Childhood, how children learn and grow, safe and healthy environments, social emotional development, and infant/toddler development and curriculum, as well as (ECH 132) physical and intellectual growth, relationships with families, math, science, behavior, guidance, program management and professionalism, literacy, curriculum, play and creativity, and planning developmentally appropriate activities. Additionally, there will be a practicum component at the student's current site of employment. Assignments and observation by field supervisors will support classroom topics. (Students must be currently employed in the field of early education in order to earn the 480 required fieldwork hours and in order to complete the practicum component of the courses). Assignments and observation by field supervisors will support classroom topics.

Students with a grade of C or better in both ECH 131 and ECH 132 will receive a Statement of Applied Academic Credit for ECH 111, ECH 102, ECH 108, ECH 205 and one ECH elective, without having to leave their employment and by using their current work site as a practicum experience.

Students who successfully complete this microcredential will be able to:

- Design a learning experience that offers opportunities for hands-on exploration and discovery.
- Initiate developmentally appropriate conversations with young children.
- Describe how teachers establish and maintain a safe, healthy learning environment.
- Identify the interest areas in a preschool classroom and list appropriate materials for each of the areas.
- Demonstrate positive guidance techniques when setting limits with children.
- Demonstrate oral communication skills in a clear and organized manner using appropriate verbal and nonverbal communication techniques with regard to subject, purpose and audience.

This microcredential can be stacked into:

- Early Childhood A.A.S.

Because a microcredential is comprised of short course sequences, requirements for a microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

Requirements

For requirements, see Program Map.

Program Map

Required Courses

		Course Hours Per Week		Semester Hours
Courses		Class	Lab	Credit
ECH-131	IN-SERVICE PREP FOR CDA I	4	6	6
ECH-132	IN-SERVICE PREP FOR CDA II	4	6	6
Credit Hours		8	12	12

	Course Hours Per Week	Semester Hours
Total Required Minimum Semester Hours Credit		12

Contact Information

EARLY CHILDHOOD (ECH)

Overview

This program provides students with a background in general education and specific skills necessary to work effectively with young children. The curriculum is designed to prepare students, through class and laboratory experience, to become a teacher (head of group) or assistant in preschool/day care/nursery school settings.

Upon successful completion of a NYSED exam, graduates may become teacher assistants in a public school. This degree, with experience and further coursework, qualifies graduates to become the director of a child care center.

The College conducts an on-campus Laboratory Nursery School where students can gain practical teaching experience under professional supervision. Students also participate in various day care centers, pre-schools and kindergartens in the community.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Upon completion of the ECH program, students will be able to display knowledge and appropriate applications in the following areas:

- Promote child development and learning by creating a learning environment that addresses the developmental characteristics and needs of young children;
- Build family and community relationships by demonstrating the learners' understanding of the impact on children's development and learning of families and the communities in which they live;
- Observe, document and assess to support young children and their families by using systematic observations, documentation and other strategies to develop age-appropriate curricula and strategies to positively impact children's development and learning and communicate with families and other professionals;
- Actuate the teaching and learning process by integrating the knowledge of developmentally effective approaches to design, implement and evaluate learning experiences for young children in a variety of curricular areas;
- Become a professional by illustrating an understanding of the ethical implications and consequences of decisions regarding policies and practices in early childhood.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
ECH-101	INTRO TO EARLY CHILDHOOD ED	3	0	3
ECH-102	INTRO SEM: PROG FOR YNG CHLDRN	0	3	1
ECH-120	INFANT AND TODDLER CURRICULUM	3	0	3

Early Childhood

		Course Hours Per Week		Semester Hours
ECH-121	INFANT & TODDLER CURRIC FLDWRK	0	3	1
ECH-111	CURRIC ACTIV FOR YOUNG CHILDRN	2	0	2
	Credit Hours	14	6	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
ECH-107	PREPARING TO TEACH YOUNG CHLDN	2	0	2
ECH-108	EARLY CHILDHOOD PRACTICUM I	1	3	2
PSY-221	CHILD DEVELOPMENT	3	0	3
	SPE 101 or THE 120			3
	MAT 109 or higher			3
	Credit Hours	9	3	16
Third Semester		Class	Lab	Credit
ECH-254	DIVERSE ECH/ELEM CLASSROOMS	3	0	3
ECH-205	ECH COMMUNITY PRACTICUM	1	9	4
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	U.S. History & Civic Engagement (Category D)			3
	Free Elective (c)			3-4
	Credit Hours	7	9	16-17
Fourth Semester		Class	Lab	Credit
ECH-206	ECH LAB NURSERY PRACTICUM	1	12	5
ECH-212	LANG & LIT IN EARLY CHILDHOOD	3	0	3
ECH-214	DEV APPROP PAC: OBSRV & ASSESS	3	0	3
BIO-104	ENVIRONMENTAL BIOLOGY	3	2	4
	Credit Hours	10	14	15
Total Required Minimum Semester Hours Credit				63

NOTE:

a. Transportation to and from fieldwork/observation site(s) is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation as placements in on-campus sites are frequently not available.

b. All students are required to submit a completed physical examination form to the Health Office prior to their first day of fieldwork.

c. Read a [full discussion of the free elective requirement](#). The subject area for Early Childhood includes all courses labeled ECH. Since Early Childhood is a physically demanding profession, WFE 101 is strongly recommended.

Contact Information

Program Chair

[Jennifer Santosuosso](#)

EARLY CHILDHOOD CAREGIVER

Overview

The purpose of this program is to provide skills and a beginning credential to those individuals working with, or seeking to work with, young children in day care centers or family day care settings.

All courses in the Certificate program are applicable to the Early Childhood Associate in Applied Science degree program.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Early Childhood Caregiver (ECC) will be able to:

- Promote child development and learning by creating/planning a developmentally appropriate environment with supervision.
- Demonstrate an ability to design learning experiences for young children in a variety of curricular areas.
- Demonstrate an ability to implement and evaluate learning experiences for young children in a classroom with supervision.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
ECH-101	INTRO TO EARLY CHILDHOOD ED	3	0	3
ECH-102	INTRO SEM: PROG FOR YNG CHLDRN	0	3	1
ECH-111	CURRIC ACTIV FOR YOUNG CHILDRN	2	0	2
ECH-120	INFANT AND TODDLER CURRICULUM	3	0	3
ECH-121	INFANT & TODDLER CURRIC FLDWRK	0	3	1
Credit Hours		14	6	16
Second Semester		Class	Lab	Credit
ECH-107	PREPARING TO TEACH YOUNG CHLDN	2	0	2

Early Childhood

		Course Hours Per Week		Semester Hours
ECH-108	EARLY CHILDHOOD PRACTICUM I	1	3	2
PSY-221	CHILD DEVELOPMENT	3	0	3
	Free Elective			3-4
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Credit Hours	9	3	13-14
Total Required Minimum Semester Hours Credit				29

Note: Students enrolled in [ECH 102](#), [ECH 121](#) and [ECH 108](#) are required to have a physical examination.

a. Transportation to and from practicum sites is the responsibility of the student.

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

Program Chair:

[Jennifer Santosuosso](#)

ENGINEERING SCIENCE AND TECHNOLOGIES

AIR CONDITIONING AND REFRIGERATION TECHNOLOGY (ACR)

Overview

This program prepares men and women for employment in the field of commercial Air Conditioning and Refrigeration. The graduate is qualified for entry-level positions in installation, repair and maintenance of equipment in use by food markets, food processors, office buildings, apartment buildings, manufacturing plants, schools, etc. In addition, positions are available in design, sales and distribution.

Students graduating from this program should expect to:

- Demonstrate the ability to apply theoretical and practical knowledge of residential air conditioning systems and light commercial refrigeration systems for service and installation.
- Recover, recycle and work safely with refrigerants.
- Recognize and utilize the appropriate tools, test instruments and equipment to troubleshoot and affect desired results.

It is recommended that those who wish to consider air conditioning and refrigeration as a career complete high school courses in such related areas as electricity, metal working, machine shop, plumbing/heating and blueprint reading.

A Certificate is awarded upon completion of the requirements for this program.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
MAT-131	TECHNICAL MATHEMATICS I	3	0	3
ACR-101	AIR CONDITNG & REFRGRTN I	3	6	5
PHS-115	FUNDAMENTALS OF ELECTRICITY	3	2	4
	Credit Hours	9	8	12
Second Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
ENT-131	TECHNICAL DRAWING	1	1	1
ACR-102	AIR CONDITNG & REFRGRTN II	3	15	8
	Credit Hours	7	16	12
Total Required Minimum Semester Hours Credit				24

Students interested in other coursework should consider enrolling in SUS 101, ARC 211, PHS 107 or BUS 102.

NOTE:

Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

**Certain courses may be required to be taken at DCC; check your specific program for these exceptions.*

Contact Information

APPRENTICE TRAINING PROGRAM (ATP)

Overview

This program is designed in cooperation with local branches of trade unions and certifying organizations. It provides an opportunity to earn an Associate of Applied Science degree while working as an apprentice. While engaged in technical studies and obtaining on-the-job experience in the skilled trades, students in this program will complete 25 college credits (8 courses) at Dutchess Community College. The apprentices normally attend the College as part-time students. Apprentices are granted 39 credits for the related technical instruction and on-the-job training completed during the apprentice period. Students should check with the union regarding membership before enrolling in this program.

To be eligible for this program, you must be an apprentice or journeyworker in a building trades apprentice program approved by the United States Department of Labor, Employment and Training Administration, Office of Apprenticeship (USDOL/ETA/OA) or the New York State Department of Labor (NYSDOL). To enroll in the program, you will need proof of your status as an apprentice or journeyworker in a USDOL/ETA/OA or NYSDOL registered apprenticeship and sponsored by employers, employer associations or labor management organizations. Once you have completed the Building Trades program academic requirements, thirty (39) college credit hours will be awarded for your journeyworker certificate.

Completion of the following suggested program will result in the student receiving an Associate in Applied Science (A.A.S) degree at the same time the student receives the New York State Certificate of Completion of the Apprentice Program.

Courses should be selected in consultation with an advisor.

Program Learning Outcome

The Apprenticeship program is a formalized training program. Apprentices must attend the required hours of related technical classroom instruction and the minimum required hours of on-the-job practical training to graduate.

Apprenticeship training in a classroom setting is one week (40 hours) every quarter year or 160 hours per year of 640 hours for the four-year period. The learning is then reinforced with on the job training of approximately 7520 hours over the four-year period. 39 Credits Hours are awarded.

The apprenticeship program is designed to thoroughly develop the talents and skills of up-and-coming union members. The program is a combination of classroom and shop learning as well as jobsite employment. Apprentices typically attend classes for one week every three months, a system designed to accommodate the needs of contractors and apprentices alike. Apprentices are required to work a minimum number of hours on a jobsite per year. As a result, apprentices are continuously building upon their knowledge and skill base while solidifying these lessons in a practical jobsite setting.

The student will:

1. Comprehend and communicate written, verbal, and visual information as it relates to the construction process.
2. Develop mathematical knowledge and skills, with particular emphasis on problem solving, data analysis and critical reasoning.
3. Demonstrate the ability to work effectively as a team member with various construction trades and personnel.
4. Demonstrate an understanding of how interpersonal communication affects personal and professional relationships.
5. Demonstrate an understanding of the relationship between supervisory and labor positions in the construction industry.
6. Describe effectively the construction process.
7. Describe the various roles and responsibilities inherent in a successful construction project.
8. Solve practical problems that arise out of professional conflicts within the construction process.
9. Apply practical construction skills in a particular trade area. (Note: this LO is related to the successful completion of the student's apprenticeship and will be measured by receipt of a Journeyman Certificate. We award credit for the Certificate).

Requirements

For requirements, see Program Map.

Program Map

Associate in Applied Science Degree Program

		Course Hours Per Week		Semester Hours
First Year (Fall)		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
	Credit Hours	3	0	3
First Year (Spring)		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Credit Hours	3	0	3
Second Year (Fall)		Class	Lab	Credit
MAT-132	TECHNICAL MATHEMATICS II	3	0	3
	Credit Hours	3	0	3
Second Year (Spring)		Class	Lab	Credit
PHS-101	THE PHYSICAL WORLD	3	2	4
	Credit Hours	3	2	4
Third Year (Fall)		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	Credit Hours	3	0	3
Third Year (Spring)		Class	Lab	Credit
HIS-227	HISTORY WRKNG PEOPLE IN US	3	0	3
	Credit Hours	3	0	3
Fourth Year (Fall)		Class	Lab	Credit
BUS-210	BUSINESS COMMUNICATION	3	0	3
	Credit Hours	3	0	3
Fourth Year (Spring)		Class	Lab	Credit
	Free Elective (c)			3-4
	Credit Hours	0	0	3-4
		Class	Lab	Credit
	Journeyworker Certificate			39
	Credit Hours	0	0	39
Total Required Minimum Semester Hours Credit				64

Contact Information

ELECTRICAL TECHNOLOGY

Overview

This program is designed to provide students with a solid technological foundation in electrical/electronics-related fields thus preparing them for successful entry-level employment as a technician in the associated technology sector. The Electrical Technology (ELT) A.A.S. degree is marketable – students who graduate can expect to find successful employment that they will be eligible for immediately. Technician opportunities are available in the following technology sectors: power systems (traditional and solar), semiconductor manufacturing, telecommunications, computers and related electrical/electronic fields.

Some examples of colleges that have a transfer degree program in Electrical Engineering Technology (EET) are SUNY Polytechnic in Utica/Rome, Excelsior College, SUNY Farmingdale and Rochester Institute of Technology (RIT). Students may complete the associate degree in electrical technology and a bachelor's degree in electrical engineering by taking additional advanced science and math courses to transfer to SUNY New Paltz through an articulation agreement. Students may learn more about transfer and articulation agreements by contacting the ELT program chair.

Students completing the ELT degree program will learn hands-on skills, theory and real world examples. The tools of the technician will be used from the first semester and throughout the program to build skills in assembling and troubleshooting circuits and projects.

Students who successfully complete the Associate in Applied Science (A.A.S.) degree in Electrical Technology (ELT) will be able to:

- Explain electrical technology systems, components and theory;
- Apply hands-on skills, such as use of tools, soldering, circuit assembly, analytical instrumentation skills (including use of meters and the oscilloscope) and computer simulation;
- Interpret circuit schematics;
- Demonstrate troubleshooting skills.
- Define and demonstrate effective team-building skills;
- Demonstrate technical communication skills;
- Research, interpret and analyze technical information on components used in electrical technology systems;
- Develop solutions to open-ended problems utilizing a hands-on learning approach;
- Demonstrate awareness of customer needs, quality and continuous improvement.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
ELT-105	DC CIRCUITS	2	2	3
ELT-107	INTRO PROGRAMMING FOR AUTOMATION	2	2	3
BHS-103	SOCIAL PROBLEMS IN TODAY'S WORLD	3	0	3
	Math Elective (a)			3
	Credit Hours	10	4	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3

		Course Hours Per Week		Semester Hours
ELT 106				
ELT108				
ELT-115	DIGITAL FUNDAMENTALS	2	2	3
	Math Elective (b)			3-4
	Credit Hours	5	2	9-10
Third Semester		Class	Lab	Credit
ELT-122	MANUF TOOLS AND PRACTICES	2	2	3
ELT-218	ELECTRONICS II	2	3	3
PHY-121	GENERAL PHYSICS I	3	3	4
ELT-213	ELECTRO-MECHANICAL DEVICES	2	2	3
	U.S. History/Civic Engagement Course (c)			3
	Credit Hours	9	10	16
Fourth Semester		Class	Lab	Credit
ELT-216	AUTOMATION SYSTEMS	2	2	3
ELT-250	ELT CAPSTONE PROJECT	1	3	2
	Oral Communication Course (d)			3
	CHE 111, CHE121 or PHY122			4
	Technical Elective (e)			3
ENT-131	TECHNICAL DRAWING	1	1	1
	Credit Hours	4	6	16
Total Required Minimum Semester Hours Credit				56

Notes:

a. Students must complete one of the following mathematics courses: MAT 132, MAT 184, MAT 185, MAT 221, MAT 222. Students must meet math course prerequisites.

b. Students planning to transfer for a 4-year degree in Electrical Engineering Technology must take one of the following math courses: MAT 185, MAT 221, MAT 222. A minimum completion of MAT 221 is strongly recommended for transfer to a 4-year degree program. Students planning to complete the 2-year A.A.S. degree for immediate employment must take ENR 106: Statistical Process Control as their second math elective.

c. Students select a course from SUNY Gen Ed Category D.

d. Students select a course from SUNY Gen Ed Category J2.

e. Technical electives: [ELT 203](#) : Electric Power Systems, [CIS 117](#) : Data Communication Concepts, [ELT 231](#) : Photovoltaic Systems, and [ENR 220](#) : Digital System Design. Students planning to transfer to a 4-year degree take [ENR 220](#) . Students planning to work in telecommunications take [CIS 117](#) . Students planning to work in solar power take ELT 231.

Contact Information

Program Chair:
[Daniel Barbuto](#)

ENGINEERING SCIENCE (TRANSFER)

Overview

This program is for students planning to transfer upon graduation from Dutchess Community College to a four-year college granting a Bachelor of Science in an engineering discipline. Dutchess graduates readily transfer to established and respected educational institutions as third-year engineering students. Dutchess Community College's engineering science program is designed so that our students develop the skill set needed to succeed in competitive four-year engineering programs in a variety of engineering disciplines. Our engineering science program provides the appropriate mix of math, science, engineering and liberal arts as benchmarked by ABET (Accreditation Board of Engineering and Technology), SUNY Seamless Transfer Pathways, and recommended by TYESA (Two-Year Engineering Science Association). SUNY Seamless Transfer Pathways reflect a trend initiated by change to ABET accreditation standards for engineering approved in 2000. This change affected the first two years of engineering programs with more program specific coursework required and more divergent requirements for engineering fields beyond a well-established engineering core.

Five advisement tracks are available to students to help them transfer to a specific engineering major at a four-year university or college as listed below.

- Mechanical Engineering
- Electrical Engineering
- Civil Engineering
- Environmental Engineering
- Industrial Engineering

SUNY Seamless Transfer Pathways for Biomedical and Chemical Engineering fields indicate field-specific coursework in the second year with lab work difficult to satisfy at the community college level. Students interested in pursuing these fields should carefully review pathways and work with an Academic Coach to develop an individualized plan based on their interests and transfer institutions. Although DCC offers all the coursework needed to transfer for Computer Engineering, SUNY Seamless Transfer Pathway for Computer Engineering field requires too many additional courses along with the full slate of requirements for the Engineering Science degree program detailed here. Students completing DCC's Computer Science program using carefully selected electives, including engineering coursework, will transfer well into computer engineering programs.

It is recommended that students entering this program have completed high school chemistry and physics, as well as four years of high school mathematics culminating in successful completion of pre-calculus and placement in calculus upon college entry. Students without current college-preparatory courses in these areas may need more than two years to complete the engineering science program.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements of this program. Upon successful completion of the Associate in Science (A.S.) degree in Engineering Science (ENR):

- Students will demonstrate knowledge and skills in single and multivariable calculus.
- Students will use technology to support problem solving and an understanding of mathematical topics.
- Students will solve word problems involving the application of logical and mathematical thinking, up to and including Calculus I, focusing on motion, forces, energy, momentum and rotations.
- Students will solve word problems involving the application of logical and mathematical thinking up to and including Calculus II, focusing on electric and magnetic principles.
- Students will demonstrate oral communication skills in a clear and organized manner using appropriate verbal and nonverbal communication techniques with regard to subject, purpose and audience.
- Students will produce writing that is well organized, well developed and clear.
- Students will apply the scientific method, develop hypotheses, analyze results and draw conclusions.
- Students will work with graphical, numerical or symbolic models to solve problems and interpret results.
- Students will be able to identify the need for information, locate electronic media using appropriate technology including but not limited to the internet, evaluate the credibility of information thus obtained on the internet, use information effectively to accomplish a specific purpose, and properly use and cite sources of information.
- Students will formulate or evaluate arguments, problems or opinions and arrive at a solution, position or hypothesis based on carefully considered evidence.

Courses should be selected with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
CHE-121	GENERAL CHEMISTRY I	3	3	4
MAT-221	CALCULUS I	4	0	4
ENR-101	INTRODUCTION TO ENGINEERING	2	2	3
ENR-100	ENGINEERING INTRO SEMINAR	1	0	1
	PED (d)	1		1
	Credit Hours	14	5	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
SPE-101	PUBLIC SPEAKING	3	0	3
PHY-151	CALCULUS-BASED PHYSICS I	3	3	4
MAT-222	CALCULUS II	4	0	4
ENR-102	COMPUTER PROGRAMMING FOR ENGRS	3	1	3
	PED (d)			1
	Credit Hours	16	4	18
Third Semester		Class	Lab	Credit
PHY-152	CALCULUS-BASED PHYSICS II	3	3	4
MAT-223	CALCULUS III	4	0	4
ENR-208	ENGINEERING STATICS	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Technical Elective (c)			3-4
	Credit Hours	13	3	17-18
Fourth Semester		Class	Lab	Credit
PHY-251	ENGINEERING PHYSICS III	3	3	4
MAT-224	DIFFERENTIAL EQUATIONS	4	0	4
	U.S. History & Civic Engagement	1		3
	Technical Electives (c)			6-8

		Course Hours Per Week		Semester Hours
	Credit Hours	8	3	17-19
Total Required Minimum Semester Hours Credit				68

a. Students planning to transfer for Electrical Engineering should consider adding ELT 115, prerequisite for ENR220, to the listed first semester course load. Since transfer schools accept ELT115 and ENR220 together as equivalent to the 4-credit engineering course covering both digital fundamentals and digital design, students must plan on enrolling in ELT115 prior to their last spring semester when they would need to enroll in ENR220.

b. In addition to the second semester course load, students should consider enrolling in CHE 122 after consultation with an Academic Coach and pending their engineering field of interest and transfer institution.

c. The courses that apply as technical electives are ENR 201 INTRO ELEC CIRCUITS & NETWORKS (fall only), ENR 204 MECHANICS OF MATERIALS (spring only), ENR 207 ENGINEERING MATERIALS SCIENCE (spring only), ENR 209 ENGINEERING DYNAMICS (spring only), ENR 220 DIGITAL CIRCUIT DESIGN (spring only), ENR 215 SURVEYING I (spring only), MAT215 INTRO TO LINEAR ALGEBRA (spring only), BIO 105 GENERAL BIOLOGY I and CHE 122 GENERAL CHEMISTRY II.

Engineering Field	Technical Semester	Elective (3rd)	Technical Semester	Elective (4th)	Technical Semester	Elective (4th)
Mechanical	ENR 201		ENR 209		ENR 204 or ENR 207	
Electrical	ENR 201		ENR 220		MAT 215	
Civil	CHE 122 or ENR 201		ENR 204		ENR 209 or ENR 207 or ENR 215	
Environmental	CHE 122		ENR 204		BIO 105	
Industrial	ENR 201		CHE 122		ENR 209 or ENR 204	

d. The requirement of two PED courses will be automatically waived for students who have taken WFE101 Lifetime Wellness and Fitness.

Contact Information

Program Chair:
[Renee Lathrop](#)

EXERCISE SCIENCE AND WELLNESS

EXERCISE SCIENCE & WELLNESS PROGRAM

Overview

This program of study is designed primarily for students who plan to transfer to a four-year institution to pursue a baccalaureate degree in Physical Education for Teaching, Athletic Training, Exercise Physiology, Kinesiology, Health and Wellness, Physical Therapy or Nutritional Science. This program combines a broad foundation in the liberal arts and sciences with technical courses in the emerging and expanding field of Exercise Science. Graduates of the program will be encouraged to sit for the certification examination for fitness instructor or personal trainer given by an accredited certifying body thus providing a beginning credential for those who choose to seek employment as fitness instructors or personal trainers at local health clubs and fitness centers. The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

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

- Identify personal goals, and construct a workable individual plan for transfer and success to a four-year institution to pursue a major such as: Physical Education Teaching, Athletic Training, Exercise Physiology, Kinesiology, Health and Wellness, Physical Therapy, and Nutritional Science.
- Communicate introductory professional knowledge of the basic concepts, terminology and trends, as well as current issues within the exercise science field.
- Accurately interpret health status and risk stratification data and perform industry standard fitness assessments and exercise tests for individuals of all ages, fitness levels and special populations.
- Effectively demonstrate a variety of exercises and teach safe and correct use of exercise equipment and other health-related apparatus to individuals of all ages and fitness levels.
- Effectively design, implement, supervise and evaluate exercise prescriptions and exercise programs in accordance with individual's needs, goals and assessment date results.
- Effectively educate, motivate and/or communicate with individuals to influence healthy lifestyle behavior modifications, which include the dimensions of wellness, occupational wellness and stress management.
- Perform safe, ethical and legal practices in a variety of health and fitness-related settings within the scope of practice.

Courses should be selected in consultation with an advisor.

The following microcredentials stack into the ESW Program: Personal Trainer Certification, Sports Nutrition Specialist Certification, and Strength Coach Certification.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
BIO-105	GENERAL BIOLOGY I	3	3	4
HED-134	FIRST AID, SAFETY, AND CPR	3	1	3
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
ESW-100	ESW INTRODUCTORY SEMINAR	1	0	1
	Credit Hours	15	6	17
Second Semester		Class	Lab	Credit

		Course Hours Per Week		Semester Hours
ENG-102	COMPOSITION II	3	0	3
BIO-106	GENERAL BIOLOGY II	3	3	4
	Free Elective			3
ESW-101	INTRO TO EXERCISE PHYSIOLOGY	2	0	2
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
	Credit Hours	11	3	15
Third Semester		Class	Lab	Credit
BIO-231	HUMAN ANATOMY & PHYSIOLOGY I	3	3	4
	Mathematics (a)			3
BIO-122	NUTRITION	3	0	3
ESW-201	EXERCISE TESTING	2	3	3
	General Education Elective (c)			3
	Credit Hours	8	6	16
Fourth Semester		Class	Lab	Credit
BIO-232	HUMAN ANATOMY & PHYSIOLOGY II	3	3	4
	US History & Civic Engagement Category Course			3
SPE-101	PUBLIC SPEAKING	3	0	3
ESW-202	EXERCISE PRESCRIPTION	2	3	3
	ESW Program Elective (b)			3
	Credit Hours	8	6	16
Total Required Minimum Semester Hours Credit				64

a. MAT 110 or higher, MAT 118 recommended. Students must meet Math course prerequisites.

b. In the fourth semester, the Exercise Science and Wellness Program Elective should be chosen carefully with the Program Chair. The selection will be based on the student's career path and transfer school. Course choices will include Exercise Science (ESW 203, ESW 204, ESW 205, ESW 206, ESW 207), Health Education, or Physical Education electives.

c. General Education Elective: Choose from any remaining category that has not already been fulfilled.

Contact Information

Program Chair:
[Tara Flagler-Sweet](#)

PERSONAL TRAINING CERTIFICATE

Overview

The Personal Trainer Certification Microcredential will allow students to pursue a certification in the fitness field. They would have a certification as a Personal Trainer allowing employment in the fitness field to be highly attainable.

Students who successfully complete this Microcredential will be able to:

- Effectively demonstrate a variety of exercises and teach safe and correct use of exercise equipment and other health related apparatus to individuals of all ages and fitness levels;
- Effectively design, implement, supervise and evaluate exercise prescriptions and exercise programs in accordance with individuals' needs, goals, and assessment date results;
- Effectively educate, motivate, and/or communicate with individuals to influence healthy lifestyle behavior modifications which include the dimensions of wellness, occupational wellness, and stress management;
- Perform safe, ethical and legal practices in a variety of health and fitness related settings within the scope of practice.

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
PED-202	FITNESS TRAINING PRACTICUM	2	3	3
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
ESW-203	PERSONAL TRAINING CERTIFICATN	2	2	3
Credit Hours		6	7	9
Total Required Minimum Semester Hours Credit				9

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

Exercise Science & Wellness, A.S.

Contact Information

Program Chair:

[Tara Flagler-Sweet](#)

SPORT NUTRITION SPECIALIST CERTIFICATE

Overview

The Sports Nutrition Specialist Certification Microcredential will allow students to pursue a certification in the fitness field. Students would have a certification as a Nutrition Specialist, allowing employment in the fitness field to be highly attainable.

Students who successfully complete this Microcredential will be able to:

- Effectively educate, motivate, and/or communicate with individuals to influence healthy lifestyle behavior modifications which include the dimensions of wellness, occupational wellness, and stress management;
- Perform safe, ethical and legal practices in a variety of health and fitness related settings within the scope of practice

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
BIO-122	NUTRITION	3	0	3
BUS-102	FOUNDATIONS OF BUSINESS	3	0	3
ESW-204	SPORTS NUTRITION SPEC CERTIF	3	0	3
Credit Hours		9	0	9
Total Required Minimum Semester Hours Credit				9

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

Exercise Science & Wellness, A.S.

Contact Information

Program Chair:
[Tara Flagler-Sweet](#)

STRENGTH COACH CERTIFICATION

Overview

The Strength Coach Certification Microcredential will allow students to pursue a certification in the fitness field. Students would have a certification as a Strength Coach, allowing employment in the fitness field to be highly attainable.

Students who successfully complete this Microcredential will be able to:

- Effectively demonstrate a variety of exercises and teach safe and correct use of exercise equipment and other health related apparatus to individuals of all ages and fitness levels;
- Effectively design, implement, supervise and evaluate exercise prescriptions and exercise programs in accordance with individuals' needs, goals, and assessment date results;
- Effectively educate, motivate, and/or communicate with individuals to influence healthy lifestyle behavior modifications which include the dimensions of wellness, occupational wellness, and stress management;
- Perform safe, ethical and legal practices in a variety of health and fitness related settings within the scope of practice.

Requirements

For requirements, see Program Map.

Program Map

Required Courses		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
PED-202	FITNESS TRAINING PRACTICUM	2	3	3
BIO-122	NUTRITION	3	0	3
ESW-205	STRENGTH COACH CERTIFICATION	3	0	3
Credit Hours		8	3	9
Total Required Minimum Semester Hours Credit				9

Because a Microcredential is comprised of short course sequences, requirements for a Microcredential are to be completed at DCC. Any exception to this would require departmental approval in order to transfer in credits.

No more than 50% of credits may be accepted in transfer.*

A digital badge will be awarded to students who complete the required coursework and earn a 2.0 or higher in each course.

If the Microcredential contains a certification exam, a successful score on that exam is also required for the award of the Microcredential.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

This microcredential can be stacked into:

Exercise Science & Wellness, A.S.

Contact Information

Program Chair:
[Tara Flagler-Sweet](#)

GENERAL STUDIES

GENERAL STUDIES

Overview

The General Studies program, which leads to an A.S. degree, allows students substantial flexibility in course selection. In so doing, it provides them the opportunity to explore and refine their intellectual interests and permits students to develop an area of academic concentration.

The General Studies program is geared to facilitate transfer to four-year institutions of higher learning. Those students transferring to SUNY baccalaureate-granting schools will have completed a minimum of 30 SUNY General Education credits and satisfied 10 out of 10 General Education requirements from the Appendices in the current catalog. Students intending to transfer should make certain that their course selections meet the requirements of their chosen transfer institutions. To maximize transferability of courses and ensure their overall progress, students in the General Studies program must select courses and develop their plans of study in consultation with academic advisors.

Students who successfully complete the Associate in Science (A.S.) degree in General Studies (GSP) will be able to:

- Formulate or evaluate arguments, problems or opinions and arrive at a solution, position, or hypothesis based on carefully considered evidence;
- Produce writing that is well-organized, well developed, and clear;
- Demonstrate the ability to use technology and software applications to produce an output or perform analyses appropriate to their academic program/discipline;
- Work with graphical, numerical or symbolic models to solve problems and interpret results;
- Apply the scientific method, develop hypotheses, analyze results and draw conclusions;
- Demonstrate oral communication skills in a clear and organized manner using appropriate verbal and nonverbal communication techniques with regard to subject, purpose, and audience.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
&ENG101				
	US History & Civic Engagement Course (GE Category)	1		3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
	Elective (a)	1		3-4
GSS-100	GENERAL STUDIES SEMNR (OER)	1	0	1
	Credit Hours	8	2	13-14
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	Humanities (a)	1		3

		Course Hours Per Week		Semester Hours
	Math Course (b)			3-4
	Social Science Course	1		3
	Elective (a)	1		3-4
	Credit Hours	6	0	15-17
Third Semester		Class	Lab	Credit
	Natural Sciences Course	1		4
	Oral Communications Course	1		3
	Electives (a)	3		10
	Credit Hours	5	0	17
Fourth Semester		Class	Lab	Credit
	Natural Sciences Course	1		4
	Electives (a)			12
	Credit Hours	1	0	16
Total Required Minimum Semester Hours Credit				61

a. These courses must be selected so as to satisfy all of the following requirements: At least one course from each of the ten SUNY General Education Categories. Students may not use ENG 102 to satisfy the Humanities requirement. A 200-level English course is highly recommended. A minimum of two 200-level courses are required. Electives should be in the student's area of academic interest/concentration.

b. For students whose area of academic concentration is the social sciences, MAT 118 is highly recommended. Others should select MAT 109 or higher.

Contact Information

Program Coordinator:

[Jason Bishop](#)

HUMAN SERVICES

CHEMICAL DEPENDENCY COUNSELING CERTIFICATE (CDC)

Overview

This program is designed to provide individuals with the skills and competencies necessary for employment as paraprofessionals in the field of chemical dependency counseling. Specifically, the program will provide instruction enabling those completing the program to function in rehabilitation or therapeutic communities, or in correctional or mental health facilities.

In addition, the curriculum provides continuing education for those currently employed in the field of chemical dependency counseling or related fields, such as law enforcement, corrections or mental health.

All courses with the exception of BHS 242 count toward the A.A.S. degree in Mental Health Assistant.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Chemical Dependency Counseling (CDC) will be able to:

- Identify components of the Human Services Delivery System including:
 - The roles of the various members of the service delivery team.
 - Client assessment/referral/advocacy continuum.
 - The historical perspective and future trends of the Human Services field.
- Demonstrate application of the strength-based approach in the client-centered counseling process.
- Display an understanding, self-awareness and respect for the diversity among clients, colleagues and society as a whole.
- Exhibit the ability to use technology as a professional tool and to have an understanding of its impact on the field of Human Services, its clients and agencies.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3
BHS-242	DRUG & ALCOHOL USE AND ABUSE	3	0	3
CDC-103	CHM DPDCY CNSLG PRCTCM I	1	4	2
CDC-203	CHM DPDCY CNSLG PRCTCM III	1	8	3
Credit Hours		11	12	14
Second Semester		Class	Lab	Credit
PSY-134	GROUP DYNAMICS	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3

		Course Hours Per Week		Semester Hours
CDC-104	CHM DPDCY CNSLG PRCTCM II	1	4	2
CDC-204	CHM DPDCY CNSLG PRCTCM IV	1	8	3
BHS-201	CONTEMPORARY PROBLEMS	3	0	3
	Credit Hours	14	12	17
Total Required Minimum Semester Hours Credit				31

NOTES:

1. All CDC students are required to submit a completed physical examination form prior to field placement. All immunizations indicated on the form must be current. When the form is on file, the College Health Office will issue a waiver clearing the student for field placement. Hepatitis B vaccine series is highly recommended and may be required by the placement site under the OSHA Standard on Exposure to Blood Borne Pathogens.

2. Transportation to and from practicum sites is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation.

NOTE: Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

CHILD CARE (CHC)

Overview

This program is designed to prepare students to work with children, adolescents or adults with mental, emotional or physical handicaps in a variety of settings, such as residential and day schools, group homes, crisis intervention centers, youth correctional facilities and special needs day care centers. Skills for working with persons with special needs are developed through study and practical field experience. Emphasis also is placed on the personal growth and development of the individual student as it relates to their work with clients. Graduates of the program are qualified as human services generalists. Graduates may transfer credits from this program to a variety of senior colleges offering a baccalaureate degree in such fields as social work, psychology and human services.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Upon completion of this program students will be able to:

- Identify components of the Human Services Delivery System including:
 - The roles of the various members of the service delivery team.
 - Client assessment/referral/advocacy continuum.
 - The historical perspective and future trends of the Human Services field.
- Demonstrate application of the strength-based approach in the client-centered counseling process.
- Display an understanding, self-awareness and respect for the diversity among clients, colleagues and society as a whole.
- Exhibit the ability to use technology as a professional tool and to have an understanding of its impact on the field of Human Services, its clients and agencies.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
BHS-110	INTRODUCTION TO HUMAN SERVICES	3	0	3
CHC-103	CHLD CARE & YTH PRACTCM I	1	4	2
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3
	Credit Hours	13	4	14
Second Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
CHC-104	CHLD CARE & YTH PRCTCM II	1	4	2
ENG-102	COMPOSITION II	3	0	3
MAT-109	SURVEY OF MATHEMATICS	3	0	3
PSY-134	GROUP DYNAMICS	3	0	3
PSY-203	DEVELOPMENTAL PSYCHOLOGY	3	0	3
	Credit Hours	16	4	17
Third Semester		Class	Lab	Credit
CHC-203	CHLD CARE-YTH PRCTCM III	1	8	3
	ECO 105, GOV 121, HIS 104 OR HIS 108			3
PSY-202	THERAPEUTIC INTERVENTN SKILLS	3	0	3
PSY-235	PSYCHOLOGY OF EXCEPTIONALITY	3	0	3
	Science (a)			4
	Credit Hours	7	8	16
Fourth Semester		Class	Lab	Credit
	SPE 100 or THE 120			3
PSY-207	CREATIVE THERAPY ARTS	3	0	3
BHS-245	ISSUES & ETHICS IN HMN SRVCS	3	0	3
CHC-206	CHLD CARE & YTH PRCTCM IV	1	8	3

		Course Hours Per Week		Semester Hours
	Free Elective (b)			3-4
	Credit Hours	7	8	15-16
Total Required Minimum Semester Hours Credit				62

NOTES

- All CHC students are required to submit a completed physical examination form prior to field placement. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for field placement. Hepatitis B Vaccine series is highly recommended and may be required by the placement site under the OSHA Standard on Exposure to Blood borne Pathogens.
 - Transportation to and from practicum sites is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation.
- a. Science: Any four-credit courses listed in SUNY General Education: Natural Sciences category meets this requirement.
b. [Read a full discussion of the free elective requirement.](#) The subject area for Child Care includes all courses labeled CHC.

Contact Information

CHILD CARE: DIRECT CARE CERTIFICATE (DRC)

Overview

This program is designed primarily for individuals currently employed in human services agencies who have little or no formal education in human services or for individuals with no human services experience, who wish to enter this field. The program enables those individuals to acquire the theoretical background, basic techniques and skills needed to function as significant members of the treatment team at their worksites. All of the credit hours earned in the Direct Care Certificate Program are applicable to the Child Care Associate Degree Program.

A Certificate is awarded upon completion of the required courses.

Students who successfully complete the Certificate in Child Care: Direct Care (CRC) will be able to:

- Identify components of the Human Services Delivery System including:
 - The roles of the various members of the service delivery team.
 - Client assessment/referral/advocacy continuum.
 - The historical perspective and future trends of the Human Services field.
- Demonstrate application of the strength-based approach in the client-centered counseling process.
- Display an understanding, self-awareness and respect for the diversity among clients, colleagues and society as a whole.
- Exhibit the ability to use technology as a professional tool and to have an understanding of its impact on the field of Human Services, its clients and agencies.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
BHS-110	INTRODUCTION TO HUMAN SERVICES	3	0	3
CHC-103	CHLD CARE & YTH PRACTCM I	1	4	2
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3

		Course Hours Per Week		Semester Hours
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
CDC-203	CHM DPDCY CNSLG PRCTCM III	1	8	3
	Credit Hours	11	12	14
Second Semester		Class	Lab	Credit
PSY-134	GROUP DYNAMICS	3	0	3
CHC-104	CHLD CARE & YTH PRCTCM II	1	4	2
PSY-235	PSYCHOLOGY OF EXCEPTIONALITY	3	0	3
BHS-242	DRUG & ALCOHOL USE AND ABUSE	3	0	3
CDC 206				
ENG-101	COMPOSITION I	3	0	3
	Credit Hours	13	4	14
Total Required Minimum Semester Hours Credit				28

NOTES:

All DRC students are required to submit a completed physical examination form prior to field placement. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for field placement. Hepatitis B Vaccine series is highly recommended and may be required by the placement site under the OSHA Standard on Exposure to Blood Borne Pathogens.

Transportation to and from practicum sites is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation.

NOTE: Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

DIRECT SUPPORT PROFESSIONAL I

Overview

What You'll Study in our Direct Support Professional Microcredentials

Our DSP microcredentials provide the framework you need to grow your career. Coursework is structured into three microcredentials with nine credits in each and aligns with the requirements for certification from the National Alliance for Direct Support Professionals (NADSP).

Over the course of your studies, you have the potential to earn 27 credits (or almost half of an associate degree), in addition to more than 50 different industry-recognized badges to demonstrate new proficiencies as you acquire them. If you're brand new to the field, you'll also be placed in an internship where you'll be able to practice your skills.

Should you decide to continue at DCC, you can apply your coursework to an associate degree or certificate in Human Services.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
DSP III		Class	Lab	Credit
PSY-203	DEVELOPMENTAL PSYCHOLOGY	3	0	3
PSY-134	GROUP DYNAMICS	3	0	3
BHS-245	ISSUES & ETHICS IN HMN SRVCS	3	0	3
	Credit Hours	9	0	9
Total Required Minimum Semester Hours Credit				9

Contact Information

DIRECT SUPPORT PROFESSIONAL I

Overview

What You'll Study in our Direct Support Professional Microcredentials

Our DSP microcredentials provide the framework you need to grow your career. Coursework is structured into three microcredentials with nine credits in each and aligns with the requirements for certification from the National Alliance for Direct Support Professionals (NADSP).

Over the course of your studies, you have the potential to earn 27 credits (or almost half of an associate degree), in addition to more than 50 different industry-recognized badges to demonstrate new proficiencies as you acquire them. If you're brand new to the field, you'll also be placed in an internship where you'll be able to practice your skills.

Should you decide to continue at DCC, you can apply your coursework to an associate degree or certificate in Human Services.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
DSP I		Class	Lab	Credit
BHS-110	INTRODUCTION TO HUMAN SERVICES	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
ENG-101	COMPOSITION I	3	0	3
	Credit Hours	9	0	9
Total Required Minimum Semester Hours Credit				9

	Course Hours Per Week	Semester Hours
--	-----------------------	----------------

Contact Information

DIRECT SUPPORT PROFESSIONAL II

Overview

What You'll Study in our Direct Support Professional Microcredentials

Our DSP microcredentials provide the framework you need to grow your career. Coursework is structured into three microcredentials with nine credits in each and aligns with the requirements for certification from the National Alliance for Direct Support Professionals (NADSP).

Over the course of your studies, you have the potential to earn 27 credits (or almost half of an associate degree), in addition to more than 50 different industry-recognized badges to demonstrate new proficiencies as you acquire them. If you're brand new to the field, you'll also be placed in an internship where you'll be able to practice your skills.

Should you decide to continue at DCC, you can apply your coursework to an associate degree or certificate in Human Services.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
DSP II		Class	Lab	Credit
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3
PSY-201	ABNORMAL PSYCHOLOGY	3	0	3
PSY-202	THERAPEUTIC INTERVENTN SKILLS	3	0	3
	Credit Hours	9	0	9
Total Required Minimum Semester Hours Credit				9

Contact Information

HUMAN SERVICES (HMS)

Overview

The Human Services program is designed for students who plan to transfer to a four-year institution to pursue a degree in Human Services, Social Work, Psychology or Sociology. The program combines a broad foundation in the liberal arts with specific courses designed for those interested in working in fields such as mental health, developmental disabilities, social services and youth corrections. Through academic and field practicum experiences, skills in assisting children, adolescents or adults with a variety of special needs are obtained. There are advisement tracks to assist students in choosing the correct coursework that best suits their interests and meets the transfer school's requirements.

The Associate in Science (A.S.) degree is awarded upon completion of requirements for this program.

Upon completion of this program, students will be able to:

- Identify components of the Human Services Delivery System including:
 - The roles of the various members of the service delivery team.
 - Client assessment/referral/advocacy continuum.
 - The historical perspective and future trends of the Human Services field.
- Demonstrate application of the strength-based approach in the client-centered counseling process.
- Display an understanding, self-awareness and respect for the diversity among clients, colleagues and society as a whole.
- Exhibit the ability to use technology as a professional tool and to have an understanding of its impact on the field of Human Services, its clients and agencies.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
BHS-110	INTRODUCTION TO HUMAN SERVICES	3	0	3
	CHC 103 (for Pathway 2 only) OR CMH 103 (for Pathways 1 or 3)			2
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3
	Credit Hours	12	0	14
Second Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	CHC 104 (for Pathway 2 only) OR CMH 104 (for Pathways 1 or 3)			2
ENG-102	COMPOSITION II	3	0	3
PSY-134	GROUP DYNAMICS	3	0	3
PSY-203	DEVELOPMENTAL PSYCHOLOGY	3	0	3
	Credit Hours	12	0	14
Third Semester		Class	Lab	Credit
	PSY 235 (for Pathway 2 only) OR PSY 201 (for Pathways 1 or 3)			3
	BHS 203 (for Pathways 2 or 3) OR PSY 206 (for Pathway 1)			3
PSY-202	THERAPEUTIC INTERVENTN SKILLS	3	0	3

		Course Hours Per Week		Semester Hours
MAT-118	ELEMENTARY STATISTICS	3	0	3
	Natural Sciences (b)			4
	Credit Hours	6	0	16
Fourth Semester		Class	Lab	Credit
BHS-245	ISSUES & ETHICS IN HMN SRVCS	3	0	3
PSY-207	CREATIVE ARTS THERAPY	3	0	3
	U.S. History & Civic Engagement			3
	SPE 100 or THE 120			3
	General Education Elective (c)			3
	Free Elective (d)			3
	Credit Hours	6	0	18
Total Required Minimum Semester Hours Credit				62

TRANSFER PATHWAY #1: APPLIED PSYCHOLOGY

This pathway is designed for students seeking a bachelor's degree in the psychology field. It is recommended that students select the following courses:

First semester: CMH 103 Community Mental Health Practicum I

Second semester: CMH 104 Community Mental Health Practicum II

Third semester: PSY 201 Abnormal Psychology, PSY 206 Social Psychology

MAT 109 or higher (MAT 118 recommended)

Fourth semester: PSY 204 Adolescent Psychology or PSY 210 Psychology of Gender are recommended for the free elective areas.

TRANSFER PATHWAY #2: APPLIED SOCIOLOGY

This pathway is designed for students seeking a bachelor's degree in the sociology field. It is recommended that students select the following courses:

First semester: CHC 103 Child Care and Youth Practicum I

Second semester: CHC 104 Child Care and Youth Practicum II

Third semester: PSY 235 The Psychology of Exceptionality, BHS 203 – Sociology

MAT 109 or higher (MAT 118 recommended)

Fourth semester: Additional Sociology Courses: BHS 203, BHS 210, BHS 216; PHI 201, Philosophy: The Primary Issues; or PHI 203, Major Religions of the World are recommended for the free elective area.

TRANSFER PATHWAY #3: APPLIED SOCIAL WORK

This pathway is designed for students seeking a bachelor's degree in the field of social work. It is recommended that students select the following courses:

First semester: CMH 103 Community Mental Health Practicum I

Second semester: CMH 104 Community Mental Health Practicum II

Third semester: MAT 109 or higher (but not MAT 110 or MAT 184) (MAT 118 recommended); PSY 201 Abnormal Psychology; BHS 203, Sociology; BIO 103 is the recommended science.

Fourth semester: GOV 121 The American National Experience; Philosophy.

Students transferring to Marist (and often most schools for Social Work) should be aware that the courses that satisfy the core requirement for the Arts are: ART 101, ART 102, ART 103, MUS 101, MUS 201, MUS 202, DAN 108, or THE 105.

NOTES:

1. Transportation to and from practicum sites is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation.

a. MAT 109 or higher. MAT 118 recommended. See advisement pathway for more specific information.

b. Science courses: Any four credit courses listed in the General Education category. BIO 103 is recommended for students choosing the Social Work Pathway.

c. Students need to select one (1) general education courses from one (1) of the following categories (World History and Global Awareness, The Arts, or World Languages) not met by other program requirements. Refer to the correct advisement pathway for recommended course selections.

d. Read a [discussion of the free elective requirement](#).

Contact Information

Program Chair:

[Lacie Reilly](#)

MENTAL HEALTH ASSISTANT (CMH)

Overview

This program is designed to prepare students to serve in a variety of mental health and social services settings. Graduates could function in any one of the following roles: caseworker aide, outreach worker, client advocate, therapy aide, community organizer, and other human services generalist positions. Students will learn through academic and field practicum experiences, sound methods of assisting individuals in developing productive responses to personal and social problems. Emphasis also will be placed on the personal growth and development of the individual student as it relates to their work with clients.

Graduates may transfer credits from this program to a variety of senior colleges offering a baccalaureate degree in such fields as social work, psychology and human services.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Upon completion of this program students will be able to:

- Identify components of the Human Services Delivery System including:
 - The roles of the various members of the service delivery team.
 - Client assessment/referral/advocacy continuum.
 - The historical perspective and future trends of the Human Services field.
- Demonstrate application of the strength-based approach in the client-centered counseling process.
- Display an understanding, self-awareness and respect for the diversity among clients, colleagues and society as a whole.
- Exhibit the ability to use technology as a professional tool and to have an understanding of its impact on the field of Human Services, its clients and agencies.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
BHS-110	INTRODUCTION TO HUMAN SERVICES	3	0	3
PSY-102	INTERVWNG/ COUNSELING SKILLS	3	0	3
CMH-103	CMH PRACTICUM I	1	4	2
	Credit Hours	13	4	14
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
PSY-134	GROUP DYNAMICS	3	0	3
PSY-203	DEVELOPMENTAL PSYCHOLOGY	3	0	3
CMH-104	CMH PRACTICUM II	1	4	2
	MAT 109 or higher			3
	Credit Hours	13	4	17
Third Semester		Class	Lab	Credit
	Science (b)			4
	ECO 105, GOV 121, HIS 104, OR HIS 108			3
PSY-202	THERAPEUTIC INTERVENTN SKILLS	3	0	3
CMH-203	CMH PRACTICUM III	1	8	3
PSY-201	ABNORMAL PSYCHOLOGY	3	0	3
	Credit Hours	7	8	16
Fourth Semester		Class	Lab	Credit
PSY-207	CREATIVE THERAPY ARTS	3	0	3
BHS-245	ISSUES & ETHICS IN HMN SRVCS	3	0	3
	SPE 100 or THE 120			3
CMH-204	CMH PRACTICUM IV	1	8	3
	Free Elective (c)			3-4
	Credit Hours	7	8	15-16

	Course Hours Per Week	Semester Hours
Total Required Minimum Semester Hours Credit		62

NOTES

1. All CMH students are required to submit a completed physical examination form prior to field placement. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for field placement. Hepatitis B Vaccine series is highly recommended and may be required by the placement site under the OSHA Standard on Exposure to Blood Borne Pathogens.
2. Transportation to and from practicum sites is the responsibility of all students in the program, including those in the dorm. If you do not have a car, please be sure that you are able to find alternate means of transportation.
 - a. Students wishing to earn both the Mental Health Assistant degree and the Chemical Dependency Counseling Certificate will not take CMH 203 and CMH 204, but will take all four CDC Practicum courses.
 - b. Science: Any four-credit courses listed in SUNY General Education: Natural Sciences category meets this requirement.
 - c. Read a full discussion of the [free elective requirement](#). The subject area for Mental Health Assisting includes all courses labeled CMH.

Contact Information

Program Chair:

[Lacie Reilly](#)

LIBERAL ARTS & SCIENCES

MATHEMATICS

Overview

This program of study is recommended for transfer students planning to earn a baccalaureate degree with a major in mathematics. It is recommended that students entering the program have four units of high school academic math.

The Associate in Arts (A.A.) degree is awarded upon completion of the requirements for this program.

Students who complete the LAM program will:

- Demonstrate knowledge and skills in single and multivariable calculus.
- Communicate mathematics with understanding and clarity.
- Use technology to support problem solving and an understanding of mathematical topics.
- Read and understand formal mathematical proofs and construct a well-formed mathematical proof.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
CPS-141	COMPUTER SCIENCE I	4	0	4
ENG-101	COMPOSITION I	3	0	3
MAT-221	CALCULUS I	4	0	4
	SPE 101 or THE 120 Public Speaking or Performing Skills for the Classroom			3
	Credit Hours	11	0	14
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
	US History & Civic Engagement			3
MAT-222	CALCULUS II	4	0	4
MAT-214	DISCRETE MATH USING PROOFS	3	0	3
	Natural Sciences (a)			4
	Credit Hours	10	0	17
Third Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
MAT-223	CALCULUS III	4	0	4

		Course Hours Per Week		Semester Hours
	MAT 230, 215 or 224 Probability & Statistics, Intro to Linear Algebra, OR Differential Equations			3-4
	Natural Sciences (a)			4
	Credit Hours	7	0	14-15
Fourth Semester		Class	Lab	Credit
	MAT 230, 215 or 224 Probability & Statistics, Intro to Linear Algebra, OR Differential Equations			3-4
	General Education Elective (b)			3
	Electives (c)			6-7
	Free Elective (d)			3-4
	Credit Hours	0	0	15-18
Total Required Minimum Semester Hours Credit				60

NOTES:

a. A sequence in a natural science is required. Applicable sequences are:

Biology: BIO 105-106

Chemistry: CHE 121-122

Physics: PHY 151-152

LAM students should meet with the LAM program chair to discuss the appropriate science courses to take in order to meet the requirements of the transfer school. Some transfer schools have specific science course requirements for mathematics majors. For some transfer schools, the PHY121-122 sequence may be applicable.

b. General Education Elective: Courses applicable to this program are listed in the General Education Categories Social Sciences, World History & Global Awareness, The Arts, and World Languages, and students must select from one of these categories in order to guarantee that they have courses from a total of seven categories. See the list of General Education Categories.

c. Courses applicable to this program are: (a) specific courses listed above; (b) courses applicable in designated programs; CPS 142, CPS 231, or WFE101. Students who plan to pursue a degree in applied mathematics should take CPS142, and also take the third math course from MAT 230, MAT 215, M AT224. Those students who plan to pursue a degree in actuarial sciences should take ECO 201 and ECO 202.

d. [Read a full discussion of the free elective requirement.](#) Students must select a course outside of the MAT subject area.

Contact Information

Program Chair:

[Barbara Dolansky](#)

SCIENCE

Overview

This curriculum is designed for the student who intends to transfer to a four-year institution to earn a baccalaureate degree in a natural or physical science. The program provides a broad background in the liberal arts and sciences. By appropriate selection

of courses, a student may build a suitable background for further study in a senior college leading to the baccalaureate degree in biology, chemistry, environmental science and conservation, geology, health education or physics.

Dutchess Community College transfers students to a variety of four-year, public and private colleges and universities. Both formal and informal transfer agreements exist. Students are urged to consult their advisor, the faculty and the ACT Center staff about transfer opportunities early in their academic career at Dutchess.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the Associate in Science (A.S.) degree in Liberal Arts and Sciences – Science (LAX) will be able to:

- Demonstrate oral communication skills in a clear and organized manner using appropriate verbal and nonverbal communication techniques with regard to subject, purpose and audience.
- Produce writing that is well-organized, well developed and clear.
- Apply the scientific method, develop hypotheses, analyze results and draw conclusions.
- Work with graphical, numerical or symbolic models to solve problems and interpret results.
- Demonstrate the ability to use technology and software applications to produce an output or perform analyses appropriate to their academic program/discipline.
- Formulate or evaluate arguments, problems or opinions and arrive at a solution, position, or hypothesis based on carefully considered evidence.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

Degree Overview		Course Hours Per Week		Semester Hours
		Class	Lab	Credit
SCI-100	SCIENCE INTRODUCTORY SEMINAR	1	1	1
ENG-101	COMPOSITION I	3	0	3
ENG-102	COMPOSITION II	3	0	3
	Mathematics (b) (d)			4
	Natural Sciences (c) (d)			16
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	US History and Civic Engagement			3
	General Education Elective (e)			3-4
	Humanities (f)			3
	Social Science (g)			3
	Electives (h)			15-16
	Free Elective (i)			3-4
WFE-101	WELLNESS AND FITNESS EDUCATION	2	2	3
	Credit Hours	12	3	63-66
Total Required Minimum Semester Hours Credit				63

- a. The SCI 100 Science Introductory Seminar is required in the first semester after matriculation in LAX. Other introductory seminar courses will not satisfy this requirement.
- b. Mathematics course: MAT 185 or a 200-level math course. Students must meet the math course prerequisites. The following mathematics courses are recommended for students planning to transfer in:
 Biology: MAT 221, 222, 223, 224.
 Environmental Science: MAT 118 and MAT 185 or 221.
 Chemistry: MAT 221, 222, 223, 224.
 Health: MAT 118 and MAT 185.
 Earth Science: MAT 221, 222.
 Physics: MAT 221, 222, 223, 224.
- c. The following science courses are recommended for students planning to transfer in:
 Biology: BIO 105-106, eight BIO 200-level credits; CHE 121-122, CHE 231-232
 Chemistry: CHE 121-122; 231-232; PHY 121-122 or 151-152
 Earth Science: CHE 121-122; GLG 121, 124; AST 131;
 PHS 111; PHY 121-122.
 Environmental Science: BIO 214, CHE 121 and CHE 122
 Health: BIO 105-106, 231-232.
 Physics: PHY 151-152, 251, ENR 207; CHE 121-122.
- d. A minimum of one 200-level course is required in either math or science.
- e. General Education Elective: Courses applicable to this program are listed in the General Education Category D, E, F, H and I. Students may select a course from Category D only if HIS 104 has not been previously taken. Students may select a course from Category F only if HIS 108 has not been previously taken. See the list of the General Education Categories.
- f. Humanities courses: Applicable courses are listed in the General Education Category. Students may not use ENG 102 to satisfy the Humanities requirement.
- g. Social Science courses: Applicable courses in behavioral science, economics, geography, government, history, HGE 101, psychology. Students may not use BHS 103 to satisfy the Social Science requirement.
- h. Elective courses: Courses applicable in this program are: (a) specific courses listed above; (b) courses applicable in all programs, and courses listed in the General Education Category. Students may select a course from U.S. History Category only if HIS 104 or HIS 121 have not been previously taken. Students may select a course from Category F only if HIS 108 has not been previously taken. See the list of the General Education Categories.
- i. [Read a full discussion of the free elective.](#)

Contact Information

Program Coordinator:
[Susan Conrad](#)

HUMANITIES AND SOCIAL SCIENCES

Overview

The program is designed mostly for students who intend to transfer to a four-year institution to earn a baccalaureate degree. It provides the flexibility to explore many different fields of study as well as the space to delve deeper into a potential major of interest. Students transfer into a wide array of majors including traditional ones such as English, history, psychology, sociology, philosophy, economics, political science, and international relations, as well as ones focused on specific areas like creative writing, media studies, women's studies, American studies, interdisciplinary studies, and many more.

A degree in the liberal arts will equip students with an awareness of multiple and diverse perspectives, analytical tools to understand problems and create solutions, and communication skills to articulate those solutions. These communication and thinking skills transfer across hundreds of careers and industries. According to the Association of American Colleges and Universities, 93 percent of employers say that a demonstrated capacity to think critically, communicate clearly, and solve complex problems is more important than a candidate's undergraduate major.

Dutchess Community College transfers students to a variety of four-year public and private colleges and universities, and formal and informal transfer agreements are in place. Students are urged to consult their advisors, faculty, and the ACT Center early in their career at Dutchess.

Students with strong academic backgrounds may select a sequence of Honors courses to fulfill the A.A. degree requirements in part. Interested students should contact the ACT Center for further information and advisement.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
	US History & Civic Engagement Course (GE Category)			3
	Oral Communications Course (GE Category J2)			3
	The Arts or World Languages Course (GE Categories) (a)			3
	Natural Sciences Course (GE Category)			4
LAH-100	LIB ARTS HUMANITIES INTRO SEM	1	0	1
	Credit Hours	4	0	17
Second Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
ENG-102	COMPOSITION II	3	0	3
	Humanities (a)			3
	Math Course (GE Category) (b)			3
	Natural Sciences Course (GE Category)			4
	Credit Hours	6	0	16
Third & Fourth Semester		Class	Lab	Credit
	English Courses (c)			6
	World History & Global Awareness Course (GE Category)			3
	Humanities (a)			3
	Social Sciences Course (d)			3

		Course Hours Per Week		Semester Hours
	Electives (e)			6-7
	Free Elective (f)			3-4
	Credit Hours	0	0	24-26
Total Required Minimum Semester Hours Credit				57

a. Humanities Courses: Students must select at least one course from the General Education Categories of The Arts or World languages. Students may not use ENG 102 to satisfy the Humanities requirement. After selecting one course from The Arts or World languages Categories, students may choose additional courses in Art, Dance, French, German, Humanities, Italian, Music, Philosophy, Spanish, Speech, and Theater. Students must choose at least two fields. Foreign language is recommended.

b. Mathematics courses: Students must meet the math course prerequisites. Students planning to meet the SUNY General Education requirements for transfer to SUNY institutions should select a course from the Math Category that satisfies the mathematics requirement of the Associate in Arts degree program in Humanities and Social Science.

c. English courses: Any 200-level course.

d. Social Science courses: Students must select courses from the fields of Anthropology, Behavioral Sciences, Economics, Geography, Government, History, Psychology, or Sociology. Students must choose courses from at least two fields. BHS 103 may not be used to satisfy the Social Science requirement.

e. Elective courses: Elective courses applicable in this program are (a) from content areas listed on this page OR (b) courses listed on the Courses Applicable in Designated Programs page. Courses in the General Education Categories U.S. History & Civic Engagement, World History & Global Awareness, and The Arts are recommended.

f. [Read a full discussion of the free elective.](#)

Contact Information

Program Coordinator:

[Karen Riedl](#)

MEDICAL AND ALLIED HEALTH TECHNOLOGIES

CLINICAL LABORATORY TECHNICIAN (MLT)

Overview

The Clinical Lab Technician performs laboratory procedures designed to assist physicians in the diagnosis and treatment of disease. These procedures include physical, chemical or microscopic analyses of body fluids and tissues. Proficiency in these skills is achieved through practice in College laboratories and affiliated clinical laboratories in the community.

Training includes both manual and automated experiences. High school courses in biology, chemistry and mathematics are strongly recommended for those planning to enter this program. Students satisfactorily completing this program may choose to transfer to earn a baccalaureate degree in medical technology or biological sciences.

This program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences. (NAACLS, 5600 N. River Rd., Suite 720, Rosemont, IL 60018)

The number of students in the program is limited on the basis of clinical facilities available. Upon completion of this program, the graduate is eligible to take the New York state examination for certification as a Clinical Laboratory Technician and national board examinations. Graduation from the Clinical Lab Technician program does not guarantee admittance to the state certifying examination. Individuals who have prior convictions, felony or misdemeanor, exclusive of parking violations, are advised to contact the New York State Board of Clinical Laboratory Technology for advice on legal limitations for certification.

The Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the A.A.S. degree in Clinical Lab Technician will be prepared to:

- Collect, process and analyze biological specimens and other substances;
- Perform analytical tests of body fluids, cells and other substances;
- Recognize factors that affect procedures and results, and take appropriate actions within predetermined limits when corrections are indicated;
- Monitor quality control within predetermined limits;
- Perform preventive and corrective maintenance of equipment and instruments or refer to appropriate sources for repairs;
- Apply principles of safety;
- Demonstrate professional conduct and interpersonal communication skills with patients, laboratory personnel, other health care professionals, and the public;
- Recognize the responsibilities of other laboratory and health care personnel and interact with them with respect for their jobs and patient care;
- Apply basic scientific principles in learning new techniques and procedures;
- Relate laboratory findings to common disease processes;
- Recognize and act upon individual needs for continuing education as a function of growth and maintenance of professional competence.

Courses should be selected in consultation with an advisor.

Students who experience a break of more than three semesters between their first MLT course and MLT 207/208 may need to repeat one or more MLT courses or take qualifying examinations. Contact the program chairperson.

Program Outcomes

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
AHS-100	ALLIED HEALTH INTRO SEMINAR	1	1	1
BIO-105	GENERAL BIOLOGY I	3	3	4

		Course Hours Per Week		Semester Hours
CHE-121	GENERAL CHEMISTRY I	3	3	4
MAT-118	ELEMENTARY STATISTICS	3	0	3
MLT-105	CLINICAL HEMATOLOGY	3	3	4
	Credit Hours	13	10	16
Second Semester		Class	Lab	Credit
BIO-106	GENERAL BIOLOGY II	3	3	4
ENG-101	COMPOSITION I	3	0	3
CHE-122	GENERAL CHEMISTRY II	3	3	4
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
MLT-101	CLINICAL MICROBIOLOGY	3	3	4
	Credit Hours	15	9	18
Third Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
ENG-102	COMPOSITION II	3	0	3
MLT-106	IMMUNOHEMATOLOGY/SEROLOGY	2	3	3
MLT-202	PARASITOLOGY/BODY FLUIDS	2	3	3
MLT-203	CLINICAL CHEMISTRY I	3	3	4
	Credit Hours	13	9	16
Fourth Semester		Class	Lab	Credit
MLT-204	CLINICAL CHEMISTRY II	2	3	3
MLT-207	EXTERNSHIP I	0	16	4
MLT-208	EXTERNSHIP II	0	16	4
	Oral Communication (a)			3
	Credit Hours	2	35	14
Total Required Minimum Semester Hours Credit				64

NOTES: All MLT students are required to submit a completed physical examination form prior to clinical assignment. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for clinical assignments. Hepatitis B Vaccine series is highly recommended and may be required by the clinical facility under the OSHA Standard on Exposure to Blood borne Pathogens.

- a. Oral communication: Any three-credit course listed in Category J2.
- b. Criminal background checks and drug screens are required for clinical placement.

Contact Information

[Karen Ingham](#)
Program Chair

EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC (PAR)

Overview

This program fulfills the requirements set by state and national agencies for credentialing of the Emergency Medical Technician-Paramedic. Students will become proficient in the art and science of out-of-hospital medicine in conjunction with medical direction. The program stresses mastery in advanced life support skills, which will be accomplished in College laboratories, affiliated hospitals and advanced life support ambulances. The primary goal of the program is to prepare competent entry-level paramedics in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains with or without exit points at the AEMT, and/or EMT and/or EMR levels.

The DCC Emergency Medical Technician - Paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs [9355 113th ST. N, #7709, Seminole, FL 33775-7709; (727) 210-2350, www.caahep.org] upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) [8301 Lakeview Parkway, Suite 111- 312, Rowlett, TX 75088; (214) 703-8445, www.coaemsp.org.]

High school courses in biology, human anatomy and mathematics are strongly recommended for those planning to enter this program. Students must be currently certified New York state EMTs and maintain their certification throughout the program. Dutchess Community College BIO 115 (or its equivalent) and EMB 101 with a grade of "C" or better are required prerequisites. (Prerequisite courses are offered only in the fall semester).

The number of students in the program is limited on the basis of clinical facilities available. Upon completion of this program graduates are eligible to take the New York state and National Registry certifying Paramedic exams.

Paramedic course semesters run consecutively: spring, summer and fall. Courses should be selected in consultation with the EMS Program Coordinator at (845) 431-8390.

An Associate in Applied Science (A.A.S.) degree is awarded upon completion of the requirements for this program.

Students who successfully complete the A.A.S degree in Emergency Medical Technician – Paramedic will be able to:

- Perform advanced assessment of sick and injured patients in a pre-hospital setting in a safe manner;
- Utilize, troubleshoot and maintain advanced medical diagnostic equipment;
- Analyze and properly interpret diagnostic test results;
- Develop and implement appropriate treatment plans utilizing various psychomotor skills;
- Document all aspects of patient care;
- Interface professionally with a wide variety of allied health professionals.

A student MUST be a currently certified New York State Emergency Medical Technician – Basic before enrolling in the Paramedic Program. This certification must be kept current throughout their time in the program.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
EMB-101	EMT - CLINICAL	0	6	2
BIO-115	ANATOMY & PHYSIOLOGY FOR PAR	4	3	5
	MAT or higher			3-4

		Course Hours Per Week		Semester Hours
	SPE 100 (Foundations of Communication) or SPE 101 (Public Speaking)			3
	Credit Hours	7	9	16-17
Second Semester		Class	Lab	Credit
PAR-108	PARAMEDIC PREP AND OPERATIONS	3	1	3
PAR-101	ADVANCED AIRWAY MANAGEMENT	0	2	1
PAR-102	PATHOPHYS & LIFE SPAN DEV	3	0	3
PAR-106	PHARMACOLOGY & IV THERAPY	2	2	3
PAR-120	CLINICAL I	0	8	2
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Credit Hours	11	13	15
Third Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
PAR-201	TRAUMA	2	2	3
PAR-203	CARDIOLOGY AND PULMONOLOGY	3	2	4
PAR-205	MEDICAL EMERGENCIES I	4	0	4
PAR-220	CLINICAL II	0	8	2
	Credit Hours	12	12	16
Fourth Semester		Class	Lab	Credit
PAR-206	PATIENT ASSESSMENT	2	2	3
PAR-209	MEDICAL EMERGENCIES II	2	2	3
PAR-230	CLINICAL III	0	8	2
PAR-240	SUMMATIVE EVALUATION	0	16	4
	Free Elective (a)			3
	Credit Hours	4	28	15
Total Required Minimum Semester Hours Credit				62

NOTE:

All PAR students are required to submit a completed physical exam form prior to clinical assignments. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for clinical assignments. Hepatitis B Vaccine series is highly recommended and its completion or a signed waiver is required by the clinical facilities under the OSHA Standard on exposure to Blood Borne Pathogens. All PAR students are required to have a background

check and drug screen on file in order to be cleared for clinical rotations. This will be done as part of the enrollment requirements for PAR 120

[a. Read a full discussion of the free elective.](#)

[Student Graduate Achievement Results](#)

Contact Information

PARAMEDIC CERTIFICATE

Overview

This program fulfills the requirements set by state and national agencies for credentialing of the Emergency Medical Technician – Paramedic. The program stresses mastery of advanced life support skills. Students will accomplish these objectives through didactic presentations, College laboratory time and clinical and field internships. The primary goal of the program is to prepare competent entry-level paramedics in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains with or without exit points at the AEMT, and/or EMT and/or EMR levels.

This certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs [9355 113th ST. N, #7709, Seminole, FL 33775-7709; (727) 210-2350, www.caahep.org] upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) [8301 Lakeview Parkway, Suite 111- 312, Rowlett, TX 75088; (214) 703-8445, www.coaemsp.org.]

High school courses in biology, human anatomy and mathematics are strongly recommended for those planning to enter this program. Students must be currently certified New York state EMTs and maintain their certification throughout the program. Dutchess Community College BIO 115 (or its equivalent) and EMB 101 with a grade of “C” or better are required prerequisites. (Prerequisite courses are offered only in the fall semester).

The number of students in the program is limited on the basis of clinical facilities available. Upon completion of this program graduates are eligible to take the New York state and National Registry certifying Paramedic exams. Graduates of this program may also receive advanced standing in the Paramedic A.A.S. degree program.

Paramedic course semesters run consecutively: spring, summer and fall. Courses should be selected in consultation with the EMS Program Coordinator at (845) 431-8390.

A certificate is awarded upon completion of the requirements for this program.

NOTE: Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

A student MUST be a currently certified New York State Emergency Medical Technician – Basic before enrolling in the Paramedic Program. This certification must be kept current throughout their time in the program. Dutchess Community College BIO 115 (or its equivalent) and EMB 101 with a grade of “C” or better are required prerequisites. These prerequisites must be taken in the fall semester preceeding the start of the Paramedic Program.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester (Spring)		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PAR-101	ADVANCED AIRWAY MANAGEMENT	0	2	1

		Course Hours Per Week		Semester Hours
PAR-102	PATHOPHYS & LIFE SPAN DEV	3	0	3
PAR-106	PHARMACOLOGY & IV THERAPY	2	2	3
PAR-108	PARAMEDIC PREP AND OPERATIONS	3	1	3
PAR-120	CLINICAL I	0	8	2
	Credit Hours	11	13	15
Second Semester (Summer)		Class	Lab	Credit
PAR-201	TRAUMA	2	2	3
PAR-203	CARDIOLOGY AND PULMONOLOGY	3	2	4
PAR-205	MEDICAL EMERGENCIES I	4	0	4
PAR-220	CLINICAL II	0	8	2
	Credit Hours	9	12	13
Third Semester (Fall)		Class	Lab	Credit
PAR-206	PATIENT ASSESSMENT	2	2	3
PAR-209	MEDICAL EMERGENCIES II	2	2	3
PAR-230	CLINICAL III	0	8	2
PAR-240	SUMMATIVE EVALUATION	0	16	4
	Credit Hours	4	28	12
Total Required Minimum Semester Hours Credit				40

NOTE:

All PRR students are required to submit a completed physical exam form prior to clinical assignments. All immunizations indicated on the form must be current. When this form is on file the College Health Office will issue a waiver clearing the student for clinical assignments. Hepatitis B vaccine series is highly recommended and its completion or a signed waiver is required by the clinical facilities under the OSHA Standard on Exposure to Blood Borne Pathogens.

All PRR students are required to have a background check and drug screen on file in order to be cleared for clinical rotations. This will be done as part of the enrollment in PAR120.

Students will be required to repeat courses that they have already taken or take proficiency and core competency exams if more than three years have passed from when they began the program and when they return. Students are responsible for all material previously learned as well as any updates that may have occurred in the curriculum during their absence.

[Student Graduate Achievement Results](#)

Contact Information

PHLEBOTOMIST CERTIFICATE (PDC)

Overview

This program prepares students for a career as a Phlebotomist/Data Clerk. Phlebotomist/data clerks primarily work in outpatient blood drawing centers, clinical laboratories, physician offices or blood donor collection agencies. Their primary responsibilities are to draw blood specimens for the purpose of analysis and to enter and retrieve data from the computer. Phlebotomists also prepare and maintain equipment for obtaining blood specimens, ensure proper care for specimens and enter test procedures into the computer for specimen analysis. An internship provides students with supervised workplace experience.

Manual dexterity is essential in this program.

Graduates of this program are eligible for national board examinations. Graduates may also receive advanced standing in the Clinical Lab Technician A.A.S. degree program. A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Phlebotomy (PDC) will be able to:

- Collect, transport, handle and process blood specimens for analysis;
- Recognize the importance of specimen collection in the overall patient care system;
- Relate the anatomy and physiology of body systems and anatomic terminology to the major areas of the clinical laboratory, and to general pathologic conditions associated with body systems;
- Identify and select equipment, supplies and additives used in blood collection;
- Recognize factors that affect specimen collection procedures and test results, and take appropriate actions within predetermined limits, when applicable;
- Recognize and adhere to infection control and safety policies and procedures;
- Recognize the various components of the health care delivery system;
- Recognize the responsibilities of other laboratory and health care personnel and interact with them with respect for their jobs and patient care;
- Demonstrate professional conduct, stress management, interpersonal and communication skills with patients, peers and other health care personnel and with the public;
- Demonstrate an understanding of requisitioning and the legal implications of their work environment;
- Recognize and act upon individual needs for continuing education as a function of growth and maintenance of professional competence.

Requirements

For requirements, see Program Map

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
AHS-100	ALLIED HEALTH INTRO SEMINAR	1	1	1
PDC-101	BASIC CONCEPTS OF PHLEBOTOMY	3	2	4
BIO-103	HUMAN BIOLOGY	3	2	4
MSO-102	MEDICAL TERMINOLOGY	3	0	3
	Credit Hours	13	5	15
Second Semester		Class	Lab	Credit
PDC-102	PHLEBOTOMY INTERNSHIP	2	8	4
HED-134	FIRST AID, SAFETY, AND CPR	3	1	3

		Course Hours Per Week		Semester Hours
CIS-111	COMPUTER SYSTEMS & APPLICATNS	3	0	3
BIO-112	A BIOMEDCL VIEW AIDS/HIV INFCT	3	0	3
Credit Hours		11	9	13
Total Required Minimum Semester Hours Credit				28

NOTE: All PDC students are required to submit a completed physical examination form prior to clinical assignment. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for clinical assignment. Hepatitis B Vaccine series is highly recommended and may be required by the clinical facility under the OSHA Standard on Exposure to Blood Borne Pathogens.

- a. A grade of C or better in a previous course is required. See course description for details.
b. Criminal background checks and drug screens are required for clinical placement.

NOTE: Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

[Karen Ingham](#)
Program Chair

PUBLIC HEALTH

Overview

The Associate in Science degree program in Public Health provides students with foundational knowledge in public health that can be used in a wide range of health-related fields and other sectors. This program is designed specifically for students who intend to transfer to an upper-level college or university to complete a bachelor's degree in Public Health or related field of study.

Public Health professionals work within a variety of settings including state and local health departments, hospitals, workplace wellness programs, government agencies, educational institutions, research organizations and international development agencies. A Public Health degree may be an option for students who are interested in a healthcare career, but may not be drawn to a profession that requires direct patient care.

The five required Public Health courses are offered online only at DCC's low tuition rate through the Hudson Valley Educational Consortium; the remainder of the courses are offered on the DCC campus and some may be offered online.

This degree program will provide students with a solid foundation in the core Public Health curriculum enabling students to successfully transfer to a four-year degree program in Public Health.

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

- Define public health and related roles and responsibilities of government, non-government agencies and private organizations.
- Describe risk factors and modes of transmission for infectious and chronic diseases and how these diseases affect both personal and population health.
- List the leading causes of mortality, morbidity and health disparities among local, regional and global populations.
- Discuss the role of gender, race, ethnicity and other evolving demographics in affecting population health.
- Discuss major local, national and global health challenges.
- Describe how the methods of epidemiology and surveillance are used to safeguard the population's health.
- Communicate health information to a wide range of audiences through an array of media.
- Conduct a literature search on a health issue using a variety of academic and public resources.
- Recognize the impact of policies, laws and legislation on both individual and population health.
- Analyze ethical concerns and conflicts of interest that arise in the field of public health.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
MAT-110	APP BASED COLLEGE ALGEBRA	3	0	3
BIO-105	GENERAL BIOLOGY I	3	3	4
PBH-101	INTRO TO PUBLIC HEALTH	3	0	3
	Credit Hours	15	3	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BIO-106	GENERAL BIOLOGY II	3	3	4
MAT-118	ELEMENTARY STATISTICS	3	0	3
PBH-102	PROMOTNG HLTHY PEOPLE & CMNTIS	3	0	3
	Free Elective			3
	Credit Hours	12	3	16
Third Semester		Class	Lab	Credit
BIO-122	NUTRITION	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
PHI-205	INTRODUCTION TO ETHICS	3	0	3
PBH-203	CONCEPTS OF EPIDEMIOLOGY	3	0	3
PBH-204	GLOBAL HEALTH	3	0	3
	Credit Hours	15	0	15
Fourth Semester		Class	Lab	Credit
	Arts or World Language Category (H or I)			3
BHS-216	SOCIOLOGY OF HLTH & MED IN U.S.	3	0	3
	U.S. History and Civic Engagement Catagory (D)			3
SPE-101	PUBLIC SPEAKING	3	0	3

		Course Hours Per Week		Semester Hours
PBH-205	U.S. HEALTH CARE SYSTEM	3	0	3
	Credit Hours	9	0	15
Total Required Minimum Semester Hours Credit				62

*** Note: All PBH courses are available online only.**

Contact Information

NURSING

NURSING (NUR)

Overview

The Nursing Program offers an Associate in Applied Science Degree (AAS) and graduates are eligible to sit for the National Council Licensure Examination (NCLEX-RN).

The Nursing Program is registered by the New York State Education Department (www.op.nyed.gov) and fully accredited by the Accreditation Commission for Education in Nursing (ACEN). Information regarding the accreditation status of the Program may be obtained by contacting ACEN (www.acenursing.org)

This rigorous program is structured to prepare graduate nurses to work in clinical facilities using the nursing process to provide direct, safe and efficient patient care. Nursing courses include lecture, laboratory experiences, including simulation (SIM) and clinical practice in local healthcare facilities, in addition to online learning activities that supplement classroom instruction.

Students are evaluated in Math, Reading, English and Biology to determine placement in courses. The four- semester sequence is only possible when a student has tested into ENG 101, BIO 131, college-level math and achieve a score of "Proficient" on the Test of Essential Academic Skills (TEAS). The total credits required to achieve the A.A.S in Nursing is sixty-four (64). ***Please note that students often require six (6) or more semesters to complete the A.A.S degree due to the entry requirements.*** If accepted into the Program, the course of study for completion is four semesters.

Due to the overwhelming interest in DCC Nursing Program, entrance is highly competitive and open to residence of Dutchess and Putnam counties only and is based on a point system.

End of Program Learning Outcome

The Nursing Program at Dutchess Community College strives to prepare its graduates to develop the knowledge, skills and attitudes necessary to continuously improve the quality and safety of the healthcare systems within which they work. (QSEN.org)

- **QSEN: Patient Centered Care**

Student will recognize the patient or designee as the source of control and full partner in providing compassionate and coordinated care based on respect for patient's preferences, values, and needs.

- **QSEN: Evidence Based Practice**

Student will integrate best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal health care.

- **QSEN: Informatics**

The student will use information and technology to communicate, manage knowledge, mitigate error, and support decision making.

- **QSEN: Teamwork and Collaboration**

Student will function effectively within nursing and inter-professional teams, fostering open communication, mutual respect, and shared decision-making to achieve quality patient care.

- **QSEN: Quality Improvement**

Student will use data to monitor the outcomes of care processes and use improvement methods to design and test changes to continuously improve the quality and safety of health care systems.

- **QSEN: Safety**

Student will minimize risk of harm to patients and providers through both system effectiveness and individual performance.

Program Total Credits: 64

Notes:

- Students are admitted into the Nursing Program only when all requirements are met and on a space-available basis. Once admitted, students are expected to enroll in the nursing courses in a sequence. Students who deviate from the sequence (failure or withdrawal) cannot be guaranteed re-entry into either a particular course or semester.
- Placement into clinical courses requires that a student is Basic Life Support (BLS) certified, must clear a criminal background check and drug test (drug-test must be completed at a recommended testing facility).
- All students are required to submit a completed physical examination form (provided by the nursing department) prior to clinical courses. All immunizations indicated on the form must be current. When the form is on file, the College Health Office will issue a waiver clearing the student for the clinical courses. Hepatitis B Vaccine series is highly recommended and may be required by the clinical facility under the OSHA Standard on Exposure to Blood Borne Pathogens.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
PSY-111	INTRODUCTION TO PSYCHOLOGY	3	0	3
BIO-131	ANATOMY AND PHYSIOLOGY I	3	2	4
NUR-105	NURSING SCIENCE I	3	NaN-NaN	6
NUR-107	SURVEY OF PROFESSIONAL NURSING	1	0	1
	Credit Hours	13	2	17
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
PSY-203	DEVELOPMENTAL PSYCHOLOGY	3	0	3
BIO-132	ANATOMY AND PHYSIOLOGY II	3	2	4
NUR-112	NURSING SCIENCE II	5	NaN-NaN	8
	Credit Hours	14	2	18
Third Semester		Class	Lab	Credit
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
BIO-212	MICROBIOLOGY	3	3	4
NUR-213	NURSING SCIENCE III	5	NaN-NaN	8
NUR-215	PARENT-CHILD NURSING	2	NaN-NaN	3
	Credit Hours	13	3	18
Fourth Semester		Class	Lab	Credit
MAT-118	ELEMENTARY STATISTICS	3	0	3
NUR-204	PROFESSIONAL ISSUES IN NURSING	1	0	1
NUR-216	NURSING SCIENCE IV	3	NaN-NaN	4
NUR-218	NURSING SYNTHESIS	1	NaN-NaN	2
	PED Elective (a)			1

		Course Hours Per Week		Semester Hours
	Credit Hours	8	0	11
Total Required Minimum Semester Hours Credit				64

NOTES:

1. Students are admitted to the Nursing program on a space-available basis. Once admitted, students are expected to enroll in the nursing courses in sequence. Students who deviate from the sequence cannot be guaranteed re-entry into either a particular course or a particular semester.
 2. Entry into Clinical Nursing courses requires that a student is CPR certified and has cleared a criminal background check and drug test.
 3. All NUR students are required to submit a completed physical examination form prior to clinical courses. All immunizations indicated on the form must be current. When this form is on file, the College Health Office will issue a waiver clearing the student for clinical courses. Hepatitis B Vaccine series is highly recommended and may be required by the clinical facility under the OSHA Standard on Exposure to Blood borne Pathogens.
 4. Nursing courses may not be automatically repeated. A re-entry and an appeal process is outlined in the Nursing Program Handbook.
- a. Students may choose the following PED courses: PED 101, PED 106, PED 111, PED 113, PED 114, PED 115, PED 116, PED 117, PED 145, PED 197
- b. These courses must be taken in the semester immediately preceding graduation.

[Click to watch Nursing Pinning Ceremony from May 2024](#)

The Associate in Applied Science (A.A.S.) in Nursing is registered by the New York State Education Department and accredited by the Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326: (404) 975-5000, Fax: (404) 975 5020. <http://www.acenursing.org/>. The Department of Nursing is a member of the Council of Associate Degree Nursing in New York (CADN), the Organization for Associate Degree Nursing (OADN), and the National League for Nursing (NLN).

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate in Applied Science nursing program is April 2023.

Contact Information

[Jennifer Seidel](#)

Interim Program Chair

PERFORMING ARTS

MUSIC PERFORMANCE CERTIFICATE (MPC)

Overview

This intensive musical performance preparation program is designed for the student who wishes further musical study before auditioning for entrance as an applied music major at a four-year college or music conservatory. In addition to musical performance preparation, the program provides foundations in music theory and history and freshman-level English language skills.

This program is not designed as a substitute for the freshman year at a four-year college or conservatory, but some of the credits may be accepted for transfer credit by some colleges. Students should contact the college they plan to enter for its transfer policy.

A Certificate is awarded upon completion of the requirements for this program.

Students who successfully complete the Certificate in Music Performance (MPC) will be able to:

- Demonstrate proficiency in music dictation and sight-reading.
- Demonstrate conventional music theory analysis and writing.
- Demonstrate knowledge of the major trends in Western music history.
- Demonstrate technical proficiency on an instrument or voice.
- Demonstrate appropriate performance technique in an ensemble setting.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
ENG-101	COMPOSITION I	3	0	3
MUS-113	AURAL SKILLS I	0	2	1
MUS-115	MUSIC THEORY I	3	0	3
MUS-201	HISTORY OF MUSIC BEFORE 1750	3	0	3
MUS-210	PERFORM/APPLIED MUSIC INTNSV I	0	6	3
	Chorus I, Jazz Ensemble I, Orchestra I, Guitar Ensemble I, Show Choir I: Choice of at least one, but not more than two.			1-2
	Credit Hours	9	8	14-15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
MUS-114	AURAL SKILLS II	0	2	1
MUS-116	MUSIC THEORY II	3	0	3
MUS-202	HISTORY OF MUSIC AFTER 1750	3	0	3

		Course Hours Per Week		Semester Hours
MUS-211	PRFORM/APPLIED MUSIC INTNSV II	0	6	3
	Chorus II, Jazz Ensemble II, Orchestra II, Guitar Ensemble II, Show Choir II: Choice of at least one, but not more than two.			1-2
	Credit Hours	9	8	14-15
Total Required Minimum Semester Hours Credit				28

* MPC students who play standard orchestral instruments must choose MUS 136 Orchestra I and MUS 137 Orchestra II as their required ensemble. MPC students who play saxophone, drum set or electric bass must choose MUS 131 Jazz Ensemble I and MUS 132 Jazz Ensemble II as their required ensemble. MPC students who play guitar must choose MUS 143 Guitar Consort I and MUS 144 Guitar Consort II as their required ensemble. All MPC voice majors must choose MUS 121 Chorus I and MUS 122 Chorus II as their required ensemble.

NOTE: Students enrolled in a Certificate program must complete at least 50% of the program credits at DCC.* Students must earn an overall cumulative GPA of 2.0 or higher in order to be awarded the certificate.

*Certain courses may be required to be taken at DCC; check your specific program for these exceptions.

Contact Information

[Dr. Thomas B. Costello](#)
Program Chair

PERFORMING ARTS (PFA)

Overview

This program lets students develop their individual skills in several performing arts course areas, especially Theatre, Music and Dance. It allows for coherent combinations of these courses to be taken to meet special interests such as training in musical theatre. Upon completion of the degree, students may wish to seek professional employment in the performing arts, transfer to a college or conservatory for more advanced study or participate in local performing arts organizations. This is a good foundation not only for the student planning on transferring in the performing arts, but also for those who may ultimately pursue a B.A. or B.S. degree in another field and wish to be active in community performances.

The Associate in Science (A.S.) degree is awarded upon completion of the requirements for this program.

Upon completion of this program, students should be able to:

- Identify and illustrate relevant professional performing arts contributions in terms of achievement and social significance in the past and present.
- Display basic proficiency in one or more areas of the performing arts.
- Create an appropriate and versatile repertoire of audition pieces in the student's performance area.
- Take part in a fully integrated live theatrical, music, or dance performance in a public venue at the college, community and/or in NYC.

Courses should be selected in consultation with an advisor.

Requirements

For requirements, see Program Map.

Program Map

	Course Hours Per Week		Semester Hours
First Semester	Class	Lab	Credit

		Course Hours Per Week		Semester Hours
PFA-100	PERFORMING ARTS INTRO SEMINAR	1	0	1
ENG-101	COMPOSITION I	3	0	3
MAT-109	SURVEY OF MATHEMATICS	3	0	3
THE-105	THEATRE HISTORY I	2	2	3
	Dance Elective (s)			3
	Performing Arts Elective (s) (a)			3
	Credit Hours	9	2	16
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Art Elective			3
	SPE 101, THE 120, or THE 109 (Public Speaking, Performing Arts for the Classroom, or Acting I)			3
	Performing Arts Elective (s) (a)			4
	Credit Hours	6	0	16
Third Semester		Class	Lab	Credit
	U.S. History and Civic Engagement			3
	MUS 201, MUS 202, or MUS 212 (History of Music Before 1750, History of Music After 1750, or History of American Musical Theatre)			3
	THE 161 or MUS 210			3
	Performing Arts Elective (s) (a)			7
	Credit Hours	0	0	16
Fourth Semester		Class	Lab	Credit
	Natural Science			4
	200-Level Performing Arts Elective (s) (a)			9
	Free Elective (b)			3
	Credit Hours	0	0	16

	Course Hours Per Week	Semester Hours
Total Required Minimum Semester Hours Credit		64

a. Performing Arts students must take at least 23 credit hours of additional Performing Arts electives (DAN, MUS, and THE courses) of which at least 9 credit hours need to be 200-level courses, and at least 2 credits must be SUNY Liberal Arts and Science credits.

Exceptions: THE 120 and MUS 101 DO NOT qualify as Performing Arts courses.

Inclusions: COM 234, ENG 207, ENG 208, ENG 230, PED 115, PED 116, PED 197, SPE 102, SPE 111, and SPE 116 qualify as Performing Arts electives.

b. [Read a full description of the free elective.](#)

Contact Information

[Dr. Thomas B. Costello](#)

Program Chair

PERFORMING ARTS MUSIC TRACK

Overview

This track allows students to focus on developing musical skills within the context of a larger artistic curriculum including theatre, dance and visual arts courses, along with general education classes. Music Track students are required to study an instrument, voice or composition in private lessons, and have numerous opportunities to perform in large ensembles such as Chorus, Orchestra, Jazz Ensemble, and Show Choir as well as act in main stage musicals. Core skills classes (Music Theory I and II, Aural Skills I and II) are designed to prepare students for transfer placement exams. Courses are available in all styles of music including classical, musical theatre, jazz, and other contemporary commercial genres, and are specifically designed to help students successfully audition for various four-year music programs (music education, music performance, studio production, music business, composition, music therapy, and more).

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
PFA-100	PERFORMING ARTS INTRO SEMINAR	1	0	1
ENG-101	COMPOSITION I	3	0	3
	MAT 109 or higher			3
MUS-113	AURAL SKILLS I	0	2	1
MUS-115	MUSIC THEORY I	3	0	3
MUS-145	GROUP PIANO I	0	2	1
MUS-161	PERFORMANCE APLD MUSIC I	0	2	1
MUS-162	PERFORMANCE APLD MUSIC II	0	2	1
	Music Ensemble: MUS 121, 131, 136, 143, or 153			1

		Course Hours Per Week		Semester Hours
	Credit Hours	7	8	15
Second Semester		Class	Lab	Credit
ENG-102	COMPOSITION II	3	0	3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Art Elective			3
MUS-114	AURAL SKILLS II	0	2	1
MUS-116	MUSIC THEORY II	3	0	3
MUS-146	GROUP PIANO II	0	2	1
MUS-261	PERFORMANCE APLD MUSIC III	0	2	1
MUS-262	PERFORMANCE APLD MUSIC IV	0	2	1
	Music Ensemble: MUS 122, 132, 137, 144, or 154			1
	Credit Hours	9	8	17
Third Semester		Class	Lab	Credit
	U.S. History & Civic Engagement			3
	Dance Elective			3
THE-105	THEATRE HISTORY I	2	2	3
MUS-201	HISTORY OF MUSIC BEFORE 1750	3	0	3
MUS-210	PERFORM/APPLIED MUSIC INTNSV I	0	6	3
	Music Ensemble: MUS 221, 231, 236, 243, OR 253			1
	Credit Hours	5	8	16
Fourth Semester		Class	Lab	Credit
	Natural Science			4
MUS-202	HISTORY OF MUSIC AFTER 1750	3	0	3
	SPE 101, THE 220 or THE 109			3
	Music Ensemble: MUS 222, 232, 237 or 254			1
	Performing Arts Elective (s) (a)			2
	Free Elective (b)			3

		Course Hours Per Week		Semester Hours
	Credit Hours	3	0	16
Total Required Minimum Semester Hours Credit				64

a. PFA Music Track students must take an additional 2 credit hours of Performing Arts electives (DAN, MUS, and THE courses).

Exceptions: THE 120 and MUS 101 do not qualify as Performing Arts electives.

Inclusions: COM 234, ENG 207, ENG 208, ENG 230, PED 115, PED 116, PED 197, SPE 102, SPE 111, and SPE 116 qualify as Performing Arts electives.

c. [Read a full description of the free elective.](#)

Contact Information

[Dr. Thomas B. Costello](#)
Program Chair

PERFORMING ARTS THEATRE TRACK

Overview

This track allows students to focus on developing theatre skills within the context of a larger artistic curriculum including music, dance and visual arts courses, along with general education classes. Theatre Track students take courses in stage Acting I & II, Acting for the Camera, Play Directing, Technical Theatre, How to Audition, Script Analysis, Theatre Practicum/play production and Theatre History, as well as coursework in voice, movement and dance. Students may participate in play productions, musical theatre productions, musical ensembles such as Show Choir and Chorus, dance concerts, original plays, Acting class scene presentations, Play Directing class scene presentations, and community outreach performances at local schools, stores and museums.

Requirements

For requirements, see Program Map.

Program Map

		Course Hours Per Week		Semester Hours
First Semester		Class	Lab	Credit
PFA-100	PERFORMING ARTS INTRO SEMINAR	1	0	1
ENG-101	COMPOSITION I	3	0	3
	MAT 109 or higher			3
THE-105	THEATRE HISTORY I	2	2	3
THE-109	ACTING I	2	2	3
THE-110	HOW TO AUDITION	1	1	1
THE-111	THEATRE PRODUCTION & TECH I	1	1	1
	Performing Arts Elective (a)			1
	Credit Hours	10	6	16
Second Semester		Class	Lab	Credit

		Course Hours Per Week		Semester Hours
ENG-102	COMPOSITION II	3	0	3
	Art Elective			3
THE-112	THEATRE PRODUCTION & TECH II	1	1	1
THE-205	THEATRE HISTORY II	2	2	3
THE-161	THEATRE PRACTICUM I	2	4	3
	Performing Arts Elective (s) (a)			3
	Credit Hours	8	7	16
Third Semester		Class	Lab	Credit
	U.S. History and Civic Engagement			3
BHS-103	SOCIAL PROBLMS IN TODAY'S WRLD	3	0	3
	Dance Elective (s)			3
THE-106	SCRIPT ANALYSIS & PRODUCTION	2	2	3
	THE 200-level Theatre Elective (s)			3
	Performing Arts Elective (a)			1
	Credit Hours	5	2	16
Fourth Semester		Class	Lab	Credit
	Natural Science			4
MUS-212	HISTRY OF AMER MUSICAL THEATRE	3	0	3
	THE 200-level Theatre Elective (s)			3
THE-261	THEATRE PRACTICUM II	2	4	3
	Free Elective (b)			3
	Credit Hours	5	4	16
Total Required Minimum Semester Hours Credit				64

a. PFA Theatre Track students must take an additional 5 credit hours of Performing Arts electives (DAN, MUS, and THE courses).

Exceptions: THE 120 and MUS 101 do not qualify as Performing Arts electives.

Inclusions: COM 234, ENG 207, ENG 208, ENG 230, PED 115, PED 116, PED 197, SPE 102, SPE 111, and SPE 116 qualify as Performing Arts electives.

b. [Read a full description of the free elective.](#)

Contact Information

[Dr. Thomas B. Costello](#)

COURSES

COURSES INDEX

ACCOUNTING (ACC)

ACC 004 CRSE SPCFC STDY SKILLS-ACC104

1 Lecture Hour 0 Lab Hours 1 Credit Hour

ACC 004 is a study skills course designed for those students who require support in ACC 104. Taught by the instructor of ACC 104, with which it is content correlated, ACC 004 will include practical work with notetaking, textbook mastery, exam preparation and test taking techniques, as well as specific strategies necessary to the successful study of accounting. NOTE: ACC 004 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ACC 100 ACCOUNTING INTRODUCTORY SEM

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is intended to provide Accounting and Bookkeeping students with an opportunity to learn and practice skills necessary to be successful in their respective program. This course will focus on personal goals and development, career planning, study skills, curriculum management and College resources.

ACC 101 PRINCIPLES-FINANCIAL ACC I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

The primary purpose of this course is to enable students to analyze, record, classify, summarize, and interpret accounting data. Topics include: the accounting equation; accounting statements and reports prepared according to generally accepted accounting principles; the accounting cycle; deferrals and accruals; accounting for merchandising businesses, and inventories. This course is not intended for Business Administration-Transfer students.

ACC 102 PRINCIPLES-FINANCIAL ACC II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is a continuation of ACC 101. Topics include cash, receivables, fixed assets and intangible assets, current and long-term liabilities, stockholders equity and dividends, statement of cash flows, and financial statement analysis. Prerequisite: ACC 101 with a C or better.

ACC 104 FINANCIAL ACCOUNTING

4 Lecture Hours 0 Lab Hours 4 Credit Hours

The primary purpose of this course is to enable students to analyze, record, classify, and summarize data about business transactions. Topics include: the accounting equation; the accounting cycle; including adjusting year-end procedures such as deferrals and accruals; cash management and internal controls; preparation and some interpretation of financial reports; and measurement, recognition, and valuation of financial statement information including receivables, inventories, plant assets; long-term liabilities, and stockholders' equity.

ACC 204 MANAGERIAL ACCOUNTING

4 Lecture Hours 0 Lab Hours 4 Credit Hours

This course provides an introduction to the accounting data and techniques used by internal managers to identify and analyze the available alternatives and guide them to a course of action that is most likely to yield the optimum solutions for their organizations. The purpose of the course is to show what kind of accounting information is needed, where this information can be obtained and how this information is used by managers as they make decisions about their planning, directing, and controlling operations function. Prerequisites: ACC 102 with a grade of C or better or ACC 104 with a grade of C or better.

ACC 205 COMPUTERIZED ACCOUNTING APPL

2 Lecture Hours 1 Lab Hour 2 Credit Hours

The primary purpose of this course is to enable students to use a computer application in an accounting environment. This courseStudents will use Quickbooks Pro to collect and summarize accounting information. In addition, students will learn how to create many different reports that are useful when managing a business. Prerequisite: ACC 101 or ACC 104

ACC 215X EXCEL FOR ACCOUNTING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course covers the essentials of Microsoft Excel and its accounting applications. In addition to an overview of the basics it covers designing Excel workbooks, charts, and tables; using formulas, mathematical, statistical, financial, and logical functions with accounting applications. While this course is designed to teach Excel accounting applications for those with working knowledge of the software, it is accessible for those with limited knowledge of Excel as well. Prerequisite: ACC 101 or ACC 104 with a grade of C or better Pre- or corequisite: ACC 205

ACC 221 INTERMEDIATE ACCOUNTING**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course provides an in-depth study of financial accounting concepts and procedures. The following topics will be covered: the accounting environment and accounting concepts and theory; statement of income and retained earnings; balance sheet and statement of cash flows; the time value of money; cash, temporary investments and receivables; inventories, and plant assets. Prerequisite: ACC 104 or ACC 102

ACC 241 INDIV INCOME TAX PROCEDURES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the federal income tax laws as they affect individuals. Principal topics are individual income tax overview, gross income and exclusions, adjustments to gross income, employee expenses, itemized deductions, capital gains and losses, net investment income tax, passive activity rules, credits and special taxes, business expenses, accounting periods, accounting methods, inventories, depreciation, amortization, and tax administration and tax compliance.. Prerequisite: ACC 104 OR ACC 101 and ACC 102 with a grade of C or better

ACC 260 INTERNSHIP IN ACCOUNTING**1 Lecture Hour 8 Lab Hours 3 Credit Hours**

This course is designed for students participating in a cooperative education work experience. It is open to matriculated ACC students. Students are placed with selected cooperative employers for a specific number of hours (minimum 120). They participate in weekly seminars and submit a paper or report related to the work experience. A written evaluation by the employer is also submitted. Note: 30 credits, including 12 credits in BUS or ACC, and a 2.5 GPA within the student's major is required. Prerequisite: Permission of department.

ACC 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of accounting or related areas. The student's time commitment to the project will be approximately 35 - 50 hours.

ACC 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ACC 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ACC 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ACC 271, except that the student's time commitment to the project will be approximately 105-135 hours.

AIR CONDITIONING (ACR)**ACR 101 AIR CONDITNG & REFRGRTN I****3 Lecture Hours 6 Lab Hours 5 Credit Hours**

This course will introduce the student to the basic theory of operation of simple refrigeration and air conditioning systems, heat transfer, materials, tools, installation techniques, and practices. Other topics included are measurements, heat and temperature, refrigerants and mechanical/electrical components. Personal and equipment safety will be stressed. Prerequisite: None, but PHS 115 is recommended.

ACR 102 AIR CONDITNG & REFRGRTN II**3 Lecture Hours 15 Lab Hours 8 Credit Hours**

This course is a continuation of ACR 101. The student will work with a variety of complex and larger cooling and heat pump systems. These systems will use combinations of controls to operate components in a sequential manner. The design of such control systems and their construction are included. In addition, special systems such as automatic ice machines and self-defrosting equipment will be used to develop trouble shooting techniques and problem solving skills. Students will be prepared for and given the opportunity to take the technician certification examination as specified by the Clean Air Act. Those who pass the exam will be duly certified. Personal and equipment safety will be stressed. Prerequisite: ACR 101 or permission of the instructor.

ACR 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of air conditioning and refrigeration or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ACR 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ACR 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ACR 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ACR 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ALLIED HEALTH (AHS)**AHS 100 ALLIED HEALTH INTRO SEMINAR****1 Lecture Hour 1 Lab Hour 1 Credit Hour**

This course will introduce the students enrolled in each of the Allied Health Programs to their specific curriculum and the career goals available to them. Students will focus on personal development and effective strategies for successful completion of their specific program. In addition, students will examine the health delivery system and the many challenges inherent in this system.

AHS 134 FIRST AID, SAFETY & CPR**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This course incorporates the study and application of skills to respond to emergencies, the use of CPR and AEDs, recognition and treatment of breathing emergencies including choking for conscious and unconscious victims of all ages, as well as the recognition and treatment of various other medical emergencies. Fire safety, campus safety, home safety and motor vehicle safety awareness will also be covered. The study and practice of First Aid skills will include: standard level assessment, prioritization, demonstration, and application of various skills. Those who qualify will earn the American Heart Association Certification for its course: Heartsaver CPR/AED and the Emergency Care and Safety Institute Certification for its course: Advanced First Aid, CPR & AED. This course is cross-listed and may be taken as either AHS 134 or HED 134.

AVIATION MAINTENANCE (AMT)**AMT 101 GEN'L. MAINTENANCE PRACTICES****0 Lecture Hours 15 Lab Hours 5 Credit Hours**

This course introduces general aviation maintenance practices, including topics in mathematics, blueprints/charts, physics, maintenance forms and publications, human factors, ethics, and aircraft weight and balance. This course also introduces students to airframe material testing procedures. Additional topics include precision measurements, identification and selection of aircraft materials, basic heat-treating processes, penetrant, chemical etching and magnetic particle inspections, welding inspection, and the identification and selection of non-destructive testing methods. Prerequisites: None required. MAT 109 recommended.

AMT 102 MATERIALS AND PROCESSES**0 Lecture Hours 6 Lab Hours 2 Credit Hours**

This course introduces methods and procedures needed to maintain aircraft including cleaning and corrosion controls, fluid lines, pneumatic lines, and fittings. Aircraft general servicing and ground operations are also included. Prerequisite: AMT 101 with a grade of C or better or permission of the department

AMT 103 BASIC AIRCRAFT ELECTRICITY**0 Lecture Hours 6 Lab Hours 2 Credit Hours**

This course introduces the basic electrical terms and calculations, including voltage, resistance, capacitance, inductance, and power. Reading and interpreting electrical circuit diagrams and the inspection and servicing of batteries are also introduced. Prerequisites: AMT 102 with a grade of C or better or permission of the department

AMT 104 AIRFRAME SYSTEMS I**0 Lecture Hours 15 Lab Hours 5 Credit Hours**

This course introduces methods and procedures needed to maintain, service and repair airframe structures. Students will learn inspection practices. They will also learn to troubleshoot and service electronic instrument systems. Installation and service of electrical, pneumatic and hydraulic components associated with airframe systems are also introduced. Prerequisites: AMT 103 with a grade of C or better or permission of the department.

AMT 105 AIRFRAME SYSTEMS II**0 Lecture Hours 9 Lab Hours 3 Credit Hours**

This course introduces methods and procedures needed to maintain, service and repair ice and rain control systems. Students will learn to inspect, troubleshoot and service hydraulic and pneumatic power systems. Methods and procedures needed to maintain aircraft landing gear systems and components are also introduced. Prerequisites: AMT 104 with a grade of C or better or permission of the department

AMT 106 AIRCRAFT STRUCTURES I**0 Lecture Hours 9 Lab Hours 3 Credit Hours**

This course introduces methods and procedures needed to inspect and repair wood structures aircraft coverings and exterior finishes as defined by Federal Aviation Regulations and Advisory Circular AC 43. 13-1B. Topics will include identification, inspection and repair of wood structures, selection, inspection and repair of fabric and fiberglass coverings, and application of trim and letters,. Students will learn the proper rigging of fixed wing and rotorcraft assemblies and moveable surfaces. Properly raising and lowering an aircraft is introduced. Prerequisites: AMT 105 with a grade of C or better or permission of the department

AMT 107 AIRCRAFT STRUCTURES II**0 Lecture Hours 12 Lab Hours 4 Credit Hours**

This course introduces materials, equipment, tools, and procedures required for the inspection and repairs to aircraft sheet metal structures as defined by the Federal Aviation Regulations and Advisory Circular AC 43. 13-1B. Topics will include identification, inspection and repair of bonded, plastic, and honeycomb and laminated structures. Students will identify common aircraft materials and discuss their properties. Prerequisites: AMT 106 with a grade of C or better or permission of the department

AMT 108 WELDING & AIRFRAME INSPECTION**0 Lecture Hours 6 Lab Hours 2 Credit Hours**

This course introduces methods and procedures needed to understand basic principles of various types of aircraft welding. Students learn inspection, troubleshooting and repair, and operation of aircraft fuel systems, and will be able to perform airframe conformity and airworthiness inspections. Prerequisite: AMT 107 with a grade of C or better or permission of the department

AMT 109 INTRO TO POWER PLANT**0 Lecture Hours 9 Lab Hours 3 Credit Hours**

This course introduces methods and procedures required to maintain engine fire protection and engine systems. This course also introduces the auxiliary power unit (APU), un-ducted fan engines and reciprocating engines. Prerequisite: AMT 108 with a grade of C or better or permission of the department

AMT 110 RECIPROCATING ENGINES**0 Lecture Hours 6 Lab Hours 2 Credit Hours**

This course introduces methods, procedures, and skills necessary to overhaul aircraft reciprocating engines. Prerequisite: AMT 109 with a grade of C or better or permission of the department

AMT 111 TURBINE ENGINE & PWR PLNT SYST**0 Lecture Hours 12 Lab Hours 4 Credit Hours**

This course introduces methods and procedures to inspect, service, repair, install and troubleshoot turbine engines and associated engine systems. Prerequisite: AMT 110 with a grade of C or better or permission of the department

AMT 112 POWER PLANT SYSTEMS**0 Lecture Hours 18 Lab Hours 6 Credit Hours**

This course introduces methods and procedures necessary to inspect, service, repair, install and troubleshoot engine systems and associated components, and to control engine fuel, induction, ignition, starting systems and associated instruments. Other topics include methodology and procedures necessary to inspect, service, troubleshoot and repair exhaust systems, engine reverser systems, and propeller systems. Prerequisite: AMT 111 with a grade of C or better or permission of the instructor

AMT 113 PWR PLANT INSPCTN & ELECTRICAL**0 Lecture Hours 6 Lab Hours 2 Credit Hours**

This course introduces methods and procedures necessary to install and repair engine electrical systems. Methodology and procedures required for airframe and engine airworthiness inspections are introduced. Prerequisite: AMT 112 with a grade of C or better or permission of the department

ARCHITECTURAL TECHNOLOGY (ARC)**ARC 103 BASIC ARCHITECTURAL DRAWING****1 Lecture Hour 4 Lab Hours 3 Credit Hours**

The basic concepts of drawing lines, lettering, use of instruments, orthographic projection, and pictorials. Plans, elevations, and sections of a single building are prepared. Building materials and construction are included. Emphasis is placed upon drawings that reproduce with a maximum of clarity and detail. Prerequisite: Math A Regents with a grade of 65 or higher or concurrent enrollment in Mat 131 or higher.

ARC 104 INTRO TO COMPUTER GRAPHICS**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

A required introductory course for Architectural and Construction Technology students. Students will gain hands-on experience with AutoCAD, Formit, and REVIT, the computer graphics program used in the Profession.

ARC 105 BLDG MATERIALS/CONST I**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

The study of wood frame construction and materials. Topics include foundations, framing methods, and finish materials for interior and exterior use in wood frame buildings. The laboratory will introduce wood detailing and field applications. Prerequisite: Math A Regents with a grade of 65 or higher or concurrent enrollment in MAT 131 or higher.

ARC 106 BLDG MATERIALS & CONST II**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

A continuation of ARC 105. Topics include masonry and steel in building construction, fabrication and utilization in the structural system, architectural detailing in masonry and steel, and an introduction to structural drawings and detailing. Prerequisite: ARC 105 and ARC 104 (ARC 104 may be taken as a corequisite if necessary, however students are strongly encouraged to complete this course prior to beginning ARC 106.)

ARC 110 ARCHITECTURAL DRAWING**1 Lecture Hour 4 Lab Hours 3 Credit Hours**

A continuation of ARC 103, including site study, use of local and state codes, and structural requirements. Students prepare a design analysis and a complete set of drawings for a small commercial building. Prerequisites: ARC 103, ARC 105, and ARC 104 (ARC 104 may be taken as a corequisite if necessary, however students are strongly encouraged to complete ARC 104 prior to beginning ARC 110.)

ARC 111 ADVANCED COMPUTER GRAPHICS**1 Lecture Hour 2 Lab Hours 2 Credit Hours**

ARC111 is a required course for Architectural Technology students. Students will gain hands-on experience with advanced skills in AutoCAD and REVIT, the computer graphics program used in the profession. Prerequisite: ARC 104

ARC 113 ARCHITECTURE INTRODUCTORY SEM**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

The seminar will introduce the incoming student to the profession of architecture. The course will outline the history of architecture, the educational requirements for becoming an architect and the allied professions available to the graduate.

ARC 122 ARCHITECTURAL PRESENTATION**0 Lecture Hours 4 Lab Hours 2 Credit Hours**

An introduction to black and white and color rendering in architectural presentation. Techniques include using pencil, colored pencils, felt-tip pens, and markers. Students prepare presentation drawings, plans, elevations and perspectives of small-scale projects. The course educates students on the methods of creating an architectural portfolio. Topics include preparation of a portfolio and a presentation of work using conventional and digital design media. Students will receive experience in oral presentation by presenting their portfolios at the end of the semester as part of the course requirement. Prerequisite: ARC 104 (ARC 104 may be taken as a corequisite if necessary, however students are strongly encouraged to complete ARC 104 prior to beginning ARC 122.)

ARC 202 MECHANICS OF STRUCTURES**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

A study of the elements of structures in architecture, using basic physical laws and intuitive reasoning as extended to the mathematical treatment of equilibrium in static structures. Prerequisite: MAT 132 or higher.

ARC 203 ARCHITECTURAL DESIGN**0 Lecture Hours 6 Lab Hours 3 Credit Hours**

Design projects with increasing complexity are selected throughout the semester and culminate in a moderately complex commercial building design project. Emphasis is placed on form, function and presentation of design. Students will work with computer assisted drawing equipment to prepare a set of design drawings. Students will prepare design models. Pre-requisites: ARC 110, ARC 111, and ARC 216

ARC 205 WORKING DRAWINGS**1 Lecture Hour 6 Lab Hours 4 Credit Hours**

Working drawings are prepared for a small building such as a motel, clinic, community center, church or bank. Prerequisites: ARC 110 and 106.

ARC 207 STRUCTURAL ANALYSIS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This subject includes the study of the stresses and strains that occur in structural members. Shear and bending diagrams, investigation and design of beams, and deflection of beams are included. Investigation is made of the design of simple steel and concrete beams. Prerequisite: ARC 202.

ARC 211 ENVIRONMENTAL SYSTEMS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introduction to environmental systems in buildings including: emphasizing major topics of illumination and heating and cooling; minor topics of plumbing; fire protection and life safety; electrical power; and acoustics. An emphasis will be placed on active and passive energy efficiency and sustainable design. 3 Lecture 0 Lab 3 Credit Hours

ARC 214 PROFESSIONAL PRACTICE**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

A study of functions performed in the architect's office from the time an architect is commissioned to do a project until the owner assumes occupancy. Topics include contracts, specifications, estimating, organization, job administration and scheduling. An emphasis on cost estimating and computer assisted estimating is included. Co-requisite: ARC 110 and ARC 106, or permission of instructor.

ARC 216 DESIGN THEORY**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course will provide the student with an opportunity to explore design based on movements in architecture and the theories that form the basis of architectural design, as defined by history, from antiquity to those of contemporary designers. The course exposes students to design problems and guides them through understanding architectural compositions and problem solving processes. Students analyze architecture and use this understanding to synthesize design solutions. Through the creative process, students begin the development of problem solving strategies associated with architectural design and implement them into a series of design projects. Prerequisite: ARC 104 (ARC 104 may be taken as a corequisite if necessary, however students are strongly encouraged to complete ARC 104 prior to beginning ARC 216)

ARC 240 CAPSTONE PROJECT**1 Lecture Hour 6 Lab Hours 4 Credit Hours**

ARC240 is a culmination of the Architectural Technology student's studies at the college. Students will work in groups to develop a project from the project development phase through schematic design and design development phases through construction drawings. Both ARC and CNS students will work together for the first half of the semester. For the second half, ARC students will complete construction drawings for the project. CNS students will complete a partial set of the same building and a building materials takeoff of the building. Both groups of students will prepare a booklet of product data sheets for their projects. Building types include small schools, apartment houses, office buildings, department stores, and dining halls. All of the drawings for this course will be prepared on the computer using the AutoCAD system. Prerequisite: ARC 205

ARC 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Study plans will include research, analysis, and presentations or other projects, which advance the student's knowledge and competence in the field of architectural technology. The student's time commitment will be approximately 35-50 hours.

ARC 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ARC 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ARC 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ARC 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ART (ART)**ART 100 VISUAL ART INTRO SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This required course introduces students in the visual art programs to academic and career opportunities in the visual arts. The course will address the following topics: how to begin creating, preserving and documenting an art portfolio; career opportunities and internships; transfer opportunities; career options; student services; study skills including time management, research, writing, note and test taking, and presentation skills. This course is presented by art faculty, visiting professionals and alumni from various disciplines and specialties.

ART 101 HISTORY OF ART**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is an introduction to Western art based on an aesthetic and historical evaluation of artists, styles and cultures from the prehistoric period to the 18th, 19th century. Work will be viewed through visual presentation and field trips to museums and exhibits.

ART 102 HISTORY OF MODERN ART**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The turn of the 20th century saw an explosion of changes which in turn redefined our visual vocabulary. This course introduces the major artists and movements of 19th and 20th century western art. Avant Garde art of the 19th century, the rise of high modernism and its subsequent decline in the postmodern era will be examined. Issues considered are artistic intention, spirituality in art, the birth and development of abstraction, art with political agendas and the implicit historic contexts of modern art. Work will be viewed through slide presentation and videotape.

ART 103 ART OF CHINA, JAPAN AND INDIA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The history of Chinese, Japanese, and art from India will be examined from prehistoric times to the present. Comparisons to the most familiar example of Western art will be offered whenever they add depth to the material. Various oriental media such as jade, lacquer and ivory calligraphy, landscape are studied in depth.

ART 104 FUNDAMENTALS OF ART**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This visual arts course is intended for non artists. Course content includes art throughout history, both Eastern & Western, providing global insight into various cultures and a core understanding of the visual language used to analyze techniques and materials used in painting, sculpture, and architecture. Class activities include viewing and analyzing images from the prehistoric period to modern day, attending field trips to museums and art exhibits, and keeping a written and visual journal documenting visual understanding of the art experiences explored in the course.

ART 110 TWO DIMENSIONAL DESIGN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This foundation studio course addresses visual dynamics on the 2D picture plane. Through the design process students explore visual elements and principles of organization. Projects cover technical skills, idea generation and development, and presentation. This course will provide the student with at least 5 works for portfolio.

ART 111 THREE-DIMENSIONAL DESIGN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This foundation studio course focuses on the visual dynamics and basic design issues that underlie three-dimensional works of art and design. Students will create three-dimensional projects using a variety of sculptural materials and methods that explore the formal elements and underlying design principles.

ART 112 DRAWING I**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is an introduction to the basic principles and practices of drawing. Students will complete a variety of projects that emphasize observation, line, value, shape, texture, picture plane organization, perspective, use of materials, methods for developing drawings from initial sketch to finished drawing, and discussion of course concepts.

ART 113 DRAWING II**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is an expansion of Drawing I's principles, practices and techniques with a focus on drawing the figure in context. Students complete a variety of projects that emphasize observation, line, value, shape, texture, picture plane organization, foreshortening, use of materials, methods for developing drawings from initial sketch to finished drawing, and discussion of course concepts. Prerequisite: ART 112 with a grade of C or better

ART 120 COLOR THEORY AND PAINTING**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This foundation studio course addresses color relationships, interactions and use in visual compositions. Pre- or Co-requisite: ART 110.

ART 132 BASIC PRINTMAKING**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is focused on the basic printmaking processes such as monotype and linocut. Students will learn the technical skill to produce a fine art print portfolio and will also learn printmaking history as well as the work of contemporary artists working within the medium. Prerequisite: ART 112

ART 140 FOUNDATIONS OF GRAPHIC DESIGN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is an introduction to history of digital media and the practical applications of design using digital images. Assignments build visual discernment, conceptual thinking, awareness of design issues and some design history. Using Photoshop, students

learn to work with images and basic typography in increasingly complex design formats, and complete a design portfolio of 4-5 pieces. Pre-requisites: ART 110 with a grade of C or better.

ART 141 CALLIGRAPHY I

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The course covers the study and practice of lettering using the broad pen and pencil to develop original calligraphy and calligraphy for reproduction.

ART 145 GRAPHIC DESIGN: LAYOUT/TYPOGRAPHY

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an introduction to typography. This course includes the history of type, typeface design, type anatomy and classifications, designing with text and display type, and basic issues of print production. Using InDesign, the industry-standard page layout program, basic black and white typographic explorations progress to more complex color assignments. A final portfolio will be submitted. Note: A familiarity with the Mac platform is recommended before taking this course. Pre-requisite: ART 140 with a grade of C or better

ART 147 GRAPHIC DESIGN: DIGITAL ILLUSTRATION

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an introduction to resizable (vector-based) graphics used in design applications such as logos, technical illustrations, diagrams, packaging, signage, animation, web and designing for mobile devices. Using Adobe Illustrator and Adobe Photoshop, students explore conceptual solutions while working with lines, shapes and paths in various graphic explorations. A final portfolio will be submitted. Note: A familiarity with the MAC platform is recommended before taking this course. Prerequisite: ART 140 with a grade of C or better.

ART 148 FASHION DESIGN & ILLUSTRATION

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course addresses fashion design and illustration throughout history, and offers students specific techniques with which to render the figure and clothing as they develop their own distinctive visual drawing style. Through the design process, students explore the elements of fashion and incorporate them into descriptive, illustrative, and innovative designs that complement the human figure. Projects cover technical skills, idea generation and development, and presentation. This course will provide the student with at least 5-10 works for portfolio. Prerequisite: ART 112

ART 150 TRADITIONAL PHOTOGRAPHY I

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This is an introduction to the medium through the use of manual film cameras, light meters, black and white film processing and print enlarging. Craftsmanship is stressed. Students must have a manual film camera with manually adjustable lens openings, shutter speeds, and focus, as well as a working built in light meter. Photography courses require a substantial amount of student-purchased supplies, which may cost \$200 or more, in addition to camera and text. Note: This course may be more suitable to those considering further work in photography, requiring a traditional film camera. For those wishing to take an introductory course that is digital and does not use film, please consider ART 157 Digital Photography 1.

ART 151 TRADITIONAL PHOTOGRAPHY II

2 Lecture Hours 2 Lab Hours 3 Credit Hours

Building on skills learned in ART 150, the course emphasizes more advanced techniques and aesthetic considerations. Students need to have access to a professional quality film camera with manually adjustable settings. The emphasis is on advanced black and white techniques. Where color film is used, students must have it processed commercially at their own expense. Photography courses require a substantial amount of student-purchased supplies, which may cost \$200 or more, in addition to camera and text. Prerequisite: ART 150 with a grade of C or better

ART 153 LIGHTING FOR THE VISUAL ARTS

2 Lecture Hours 2 Lab Hours 3 Credit Hours

Light as a basic essential principle common to all photography is explored, with an emphasis on studio set ups. Students will learn to use tungsten quartz constant source lighting as well as electronic flash (strobe) and natural light to illustrate basic lighting techniques. A final portfolio of photographs will be produced. Additionally there will be instruction and demonstration of location lighting techniques. This course is intended for students interested primarily in photography, even though the principles taught are relevant to drawing, painting, video production, and filmmaking. Prerequisite: ART 157 with a grade of C or better

ART 157 DIGITAL PHOTOGRAPHY I

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The course introduces photography based on digital image reproduction. Students will create direct files using a digital camera and reproduce prints using grade inkjet printers. Emphasis is on understanding color and black and white photography as a powerful creative tool in commercial and fine art photography. No prior study of photography is required. It is highly preferable to be able to shoot in the RAW mode rather than just JPEG. Note: Students must have access to a suitable digital camera with manually adjustable

lens openings and shutter speed settings. This course is recommended as a first photo course for students who are not planning to make photography their career or as an auxiliary course for students who have taken or will take traditional/wet photography courses.

ART 161 ANIMATION I

2 Lecture Hours 2 Lab Hours 3 Credit Hours

An introductory course covering various aspects of the history, theory and practice of animation. This course includes a broad overview of traditional and computer animation techniques from the earliest experiments until today. Studio sessions of this introductory course will emphasize creating computer 2-D animations using the popular animation program, Adobe Animate CC.

ART 172 BASIC CERAMICS

2 Lecture Hours 3 Lab Hours 3 Credit Hours

This course is an introduction to the nature and properties of clay. It provides students a range of experience in working with clay, including hand building and throwing techniques, firing processes and glaze application techniques. It provides a context for understanding historical and contemporary ceramics.

ART 209 ANIMATION II

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This is an art studio course that focuses on advanced animation techniques beyond frame-by-frame 2D animation. Students will learn to integrate studio art practices, digital media and techniques to create keyframe animation using 3D rendering, camera movements, and dynamic visual effects. Exploration and innovative use of video and sound are integral components of the course. Students should have basic computer skills and a working knowledge of digital video media. Prerequisites: ART 161

ART 222 WATERCOLOR

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The course includes painting on paper with water-based media including gouache, watercolor, and acrylic. Emphasis is placed on working from observation, exploration of materials and techniques, integration of wet and dry media, concept development, and presentation of completed works. Prerequisite ART 120 with a grade of C or better.

ART 226 PAINTING

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This is a painting course designed for students who have completed fundamental studies of 2D design, drawing, and color theory. Emphasis is on working from observation, exploring color and technical application of acrylic or oil paints, and expressing ideas through concept and thematic development. Pre-requisites: ART 110, ART 112 and Art 120.

ART 242 GRAPHIC DESIGN; TYPE & IMAGE

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an intermediate exploration combining typography with images and exploring page design. Students build on previous software and typographic skills to explore concept, audience and meaning in more complex typographic & ad-related design projects and formats. Use of the grid in page layout, communication issues, print production and a more sophisticated level of design awareness are emphasized. A portfolio of final work will be submitted, with the possibility of incorporating some interactivity. Pre-requisites: ART 145

ART 254 PHOTOJOURNALISM

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an exploration of the photojournalistic approach. Emphasis is on producing, editing, and refining an in-depth photographic essay. The work of historic and contemporary photojournalists will serve as examples of the diverse approaches to photojournalism whereby the photographer tells a story using a series of pictures. A component of the course will include community service using photography. Prerequisite: ART 157 with a grade of C or better

ART 257 DIGITAL PHOTOGRAPHY II

2 Lecture Hours 2 Lab Hours 3 Credit Hours

A continuation of ART 157, the course adds additional content related to digital photography. Students explore more advanced photo concepts for shooting and presentation. Using images the students shoot themselves, and tools found in Adobe Photoshop, students create photographic illustration and art which can include image modification, use of the smart file, advanced PhotoShop editing techniques, and multiple image compositing. Prerequisite: ART 157 with a grade of 'C' or higher.

ART 260 VISUAL ARTS INTERNSHIP

1 Lecture Hour 8 Lab Hours 3 Credit Hours

This is a 135 hour internship in an approved area of the student's choice that will provide practical experience. It will be completed under the direct supervision of a full-time employee for 120 hours at the internship site, along with one-hour weekly meetings (15 hours) on campus with a faculty member at a time to be arranged. This may be done in any aspect of the visual arts: design, advertising, marketing, photography, art education, art gallery/museum work, studio assistant or other art-related industry.

Students will keep a portfolio of work, a journal about the work experience, and submit a short paper at the end of the internship detailing their experience. Pre-requisites: Art majors with a minimum of 32 credits and permission of department

ART 262 VISUAL ARTS PORTFOLIO

1 Lecture Hour 2 Lab Hours 2 Credit Hours

This capstone course is designed to prepare Fine Art, Photography, and Graphic Design students for transfer. Students will learn how to compile digital images of their work for submissions, how to mount and prepare physical work for portfolio, and begin to navigate the college application or internship/job application process. Emphasis is put on assembling work that is already completed and so this course should be taken near to the end of study. Prerequisites: ART 110, ART 112

ART 264 WEB AND INTERACTIVE DESIGN

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an introduction to the art of website, UI/UX, and interaction design. Students will be introduced to HTML5 and CSS3 markup languages, Javascript, and software (Adobe Dreamweaver and Adobe XD) for creating websites and prototypes of user interfaces and experiences. Techniques for designing various elements containing text, images, and motion graphics will be explored. The emphasis will be on user interaction, information structure, creation of design elements, and a compelling visual aesthetic. Students will learn to use input controls, navigational components, informational components, and containers for effective interactivity in design. Students are recommended to take ART 147 and/or ART 161 prior to or at the same time as ART 264. Prerequisites: ART 145.

ART 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge in the field of art or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ART 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to ART 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ART 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to ART 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ART 274 CERAMICS: HAND BUILDING

2 Lecture Hours 3 Lab Hours 3 Credit Hours

This course is a continued exploration of clay as it relates to hand built forms, building on basic skills gained in Basic Ceramics. Advanced hand building techniques, continued experimentation with glaze application, as well as an introduction to the chemistry and calculation of glazes and further development of students' understanding of historical and contemporary ceramics as it relates to the hand built form, will be the basis of this course. Prerequisite: ART 172.

ART 275 CERAMICS: WHEEL THROWING

2 Lecture Hours 3 Lab Hours 3 Credit Hours

This course is a continued exploration of clay as it relates to wheel thrown forms, building on basic skills gained in Basic Ceramics. Advanced throwing techniques, continued experimentation with glaze application as well as an introduction to the chemistry and calculation of glazes and further development of students' understandings of historical and contemporary ceramics as it relates to functional pottery will be the basis of this course. Prerequisite: ART 172.

AMERICAN SIGN LANGUAGE (ASL)

ASL 101 AMERICAN SIGN LANGUAGE I

3 Lecture Hours 1 Lab Hour 3 Credit Hours

This total immersion course adheres to the Functional-Notional Approach to second language acquisition, which focuses on the communicative needs of people engaged in common everyday interactions. Functions that help students establish and maintain social relationships are emphasized. Sessions will introduce formal and informal registers in American Sign Language. Grammar and language structure are taught through meaningful and experiential activities, which adhere to research findings on the importance of incorporating facial grammar, mouth morphemes and non-manual signals in the early stages of learning American Sign Language as a second language. Students will progress in formulating ideas and engaging in conversations from concrete to abstract through role-playing in everyday interactions using basic total language concepts.

ASL 102 AMERICAN SIGN LANGUAGE II**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This is a total immersion course designed to help the student further enhance their communication and language skill by working with their pre-existing knowledge of American Sign Language structure and grammar. Prerequisite: ASL 101 or permission of instructor after entrance evaluation of signing skills.

ASL 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience or other activities that advance the student's knowledge and competence in the field of American Sign Language or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ASL 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ASL 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ASL 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ASL 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ASTRONOMY (AST)**AST 131 SOLAR SYSTEM ASTRONOMY****3 Lecture Hours 2 Lab Hours 4 Credit Hours**

A survey of the solar system, including the earth-moon system, the planets and their satellites, asteroids, meteors, comets, and the nearest star, our sun. Study ranges from a historical view of the universe to our modern day view of the planetary system as provided by optical and radio telescopes, spectrographic study and space exploration. Among topics to be considered are the nature of light and telescopes, planetary surfaces and atmospheres, the origin of the solar system and extraterrestrial life. Laboratory work is supplemented by field trips and celestial observations with the unaided eye and telescopes.

AST 132 ASTRONOMY OF STARS & GALAXIES**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course is a study of the universe beyond the solar system. The course begins by developing the theory of stellar evolution from observations and physical principles and discussing the formation of stars, supernovae, pulsars, black holes, etc. The course then proceeds to examine interstellar matter and to deal with the evolution of galaxies. Finally, the course deals with the origins of the universe itself and examines the various scenarios about the future of the universe.

AST 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of astronomy or related areas. The student's time commitment to the project will be approximately 35-50 hours.

AST 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to AST 271, except that the student's time commitment to the project will be approximately 70-90 hours.

AST 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to AST 271, except that the student's time commitment to the project will be approximately 105-135 hours.

AVIATION SCIENCE - PILOT (AVI)**AVI 100 AVIATION INTRODUCTORY SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course is designed for students in the aviation science curricula. The course will focus on personal development and effective strategies for successful completion of the degree requirements. Personal educational goals and curriculum management, transfer and employment opportunities, technical skills and utilizing college and flight school resources will be examined in this seminar.

AVI 101 INTRODUCTION TO FLIGHT**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course is a study of the required knowledge for a Private Pilot's license. Subjects covered in this course include: theory of flight, basic aerodynamics, airplane operation/system/performance, navigation, flight computations, communications, publications, regulations and basic emergency procedures. Students are provided the information necessary to complete the FAA Private Pilot Knowledge Exam for Airplane/SEL. This class will be successfully completed and a grade provided when the FAA written exam is passed or in class final exam is passed at the discretion of the instructor. The fee for the FAA written test is not covered in the course fee.

AVI 102 AVIATION HISTORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides a general description of the entire field of aviation starting with the early achievements of flight and progressing through milestones to the present age. This course contains an overview of the governmental involvement with the aviation industry from establishing the postal routes, safety regulations, and airline subsidies through deregulation of the airline industry. This course includes the contributions to aviation by women, minorities, and other cultures. The introduction and development of power flight, from Zeppelins, Flying Boats, through the Boeing 777, and the X-30 Oriental Express and beyond is also explored. An extended field trip will be made to the Rhinebeck Aerodrome to see the aircraft from early years of flight.

AVI 104 INSTRUMENT FLIGHT**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course is a study of the instrument flying techniques and procedures in conjunction with modern ILS, VOR, ADF, GPS, and radar facilities. The course includes the study of basic attitude instrument flying, instrument navigation procedures, holding, precision and non-precision approach and departure procedures and macro and micro-metrology and analysis. Students are provided the information necessary to complete the FAA Instrument Rating Knowledge Exam. This class will be successfully completed and a grade provided when the FAA knowledge exam is passed. The fee for the FAA written test is not covered in the course fee. Prerequisites: AVI101 or equivalent.

AVI 110 AVIATION LAW**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Course will cover the history of aviation law. The Code of Federal Regulations as they pertain to the aviation community. Ecological concerns regarding aviation noise, noise abatement, and the role of the State and Federal Government. Liability issues and tort reform, as they pertain to private and commercial flight operations. Prerequisites: AVI 100 and AVI 102.

AVI 111 INTRO TO FLIGHT LABORATORY**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course provides a student with the practical flight experience to acquire a Private Pilot's license. The primary flight training includes dual and solo flight time to meet FAA practical testing standards in such training as basic flight maneuvers, takeoff and landing, night flying and cross-country procedures. Minimum FAA flight training hours apply and students will, in most cases, exceed those minimum hours in order to meet practical test standards. Completion of the FAA knowledge exam is required for the certificate. The cost of flight school is considerable and is subject to change. Prerequisite: FAA Second Class Medical Certificate (required), FAA First Class Medical Certificate (recommended); proof of US citizenship or completion of US Office of Homeland Security, Transportation Security Administration background check requirements. Co-requisite: AVI101 or equivalent.

AVI 114 INSTRUMENT FLIGHT LABORATORY**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course provides a student with the practical flight experience in an aircraft and an approved flight training device to acquire an Instrument Rating. The primary instrument flight training includes dual flight time to meet FAA practical testing standards in such training as attitude instrument flying, departure, enroute and approach procedures in the instrument flight environment, instrument night flying and cross-country procedures. Minimum FAA flight training hours apply and students will, in most cases, exceed those minimum hours in order to meet practical test standards. Completion of the FAA knowledge exam is required for this certificate. The cost of flight school is considerable and is subject to change. Prerequisite: AVI 101 and AVI 111 (Introduction to Flight Lab); FAA Second Class Medical Certificate (required); FAA First Class Medical Certificate (recommended); proof of US citizenship or completion of the US Office of Homeland Security, Transportation Security Administration background check requirements. Corequisite: AVI 104 or equivalent.

AVI 116 FLIGHT SAFETY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces practical safety material, organizations and equipment necessary to conduct safe daily flight operations. All factors including weather, maintenance, equipment and human factors will be examined with particular emphasis on critical decision making under stress conditions. Proper decision making will be based on knowledge of formal weather briefing techniques flight plan filing, search and rescue methods, post crash survival, aircraft maintenance programs, accident/incident report forms, airport rescue and fire fighting, the role of the NTSB flight safety organizations and modern hardware. Prerequisite AVI-104 Permission of the department

AVI 201 AVIATION MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Presents operational and managerial aspects of general aviation, charter service and the airlines. Emphasizes corporate aviation and fixed base operations (FBO), flight training, corporate aviation, general aviation aircraft, business aircraft ownership and management methods, and regulations associated with general aviation operations. Prerequisites: AVI 101 Introduction to Flight

AVI 208 COMMERCIAL FLIGHT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is a study of the required knowledge information for a Commercial Pilot's license. Subjects covered in this course include: advanced aerodynamics, advanced aircraft systems, physiology, emergency procedures and planning, flight safety, and aeronautical decision making. There is a focus on crew resource management and flight safety operations to include Part 91 and Part 135 regulations and operations. Students will receive an instructor endorsement for the Commercial Pilot Knowledge Exam at the completion of the course requirements for an airplane-SEL. The fee for the FAA Knowledge Exam is not covered in the course fee. Prerequisites: AVI 104

AVI 209 COMMERCIAL FLIGHT LABORATORY II**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course provides a student with continued practical experience in aviation crew resource management. Continued use of effective communication skills are formulated and evaluated throughout this course. Students are introduced to the function and operation of advanced aircraft systems; practical experience in accelerated stalls and advanced maneuvers in order to apply aerodynamic theory. Students are trained on advanced aircraft systems, incorporating the associated emergency procedures for these systems and planning for commercial flight situations. Students completing this course in conjunction with AVI 218 will receive the practical flight experience requirements necessary to complete the FAA Commercial Practical Exam and receive a Commercial Pilot Certificate. The cost of flight school is considerable and is subject to change. Prerequisite: AVI 208 and AVI 218 (Commercial Flight Laboratory I); FAA Second Class Medical Certificate (required), FAA First Class Medical Certificate (recommended); proof of US citizenship or completion of the US Office of Homeland Security, Transportation Security Administration background check requirements.

AVI 218 COMMERCIAL FLIGHT LABORATORY I**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course provides a student with the practical flight experience in a single engine aircraft toward the FAA cross country requirement to obtain a Commercial Pilot Certificate. This course alone will not complete all requirements for the commercial certificate. Students will gain flight experience in day and night cross-country both dual and solo. Students will be introduced to the crew resource management concept, function and practical use of standard operating procedures, minimum equipment lists and commercial flight operations (Part 135 and Part 121) scenarios. The cost of flight school is considerable and is subject to change. Prerequisite: AVI104 and AVI114 (Instrument Flight Lab), or equivalent Private Pilot w/Instrument Rating; FAA Second Class Medical Certificate (required), FAA First Class Medical Certificate (recommended); proof of US citizenship or completion of the US Office of Homeland Security, Transportation Security Administration background check requirements. Corequisite: AVI208 or equivalent.

AVI 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Prior to registering for any special studies course, the approval of the department head must be obtained. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of Aviation Science and related areas. The student's time commitment to the project will be approximately 35-50 hours.

AVI 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to AVI 271, except that the student's time commitment to this project will be approximately 70-90 hours.

AVI 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to AVI 271, except that the student's time commitment to this project will be approximately 105-135 hours.

BEHAVIORAL SCIENCES (BHS)**BHS 100 PERSONAL EFFECTIVENESS****2 Lecture Hours 0 Lab Hours 2 Credit Hours**

An exploration, via lectures, films, and group experiences, of various aspects of effective interpersonal functioning. Topics will include: reacting to frustration, failure, anger; and fear; effectively expressing one's feelings and needs; the importance of awareness and development of one's potentials through active and responsible choosing; and developing constructive coping skills. Note: Recommended only for students with 11 or fewer earned college credits.

BHS 103 SOCIAL PROBLEMS IN TODAY'S WORLD**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course examines social problems that confront the world today, and the underlying shared values, ethics, and diverse perspectives that contribute to those problems. Concepts of the behavioral sciences are introduced. The course presents a broad range of social problems, with particular focus on the complex relationships between contemporary issues. Students are presented the current research data that explains both the causes and possible resolutions to important social issues.

BHS 110 INTRODUCTION TO HUMAN SERVICES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An overview of human services and the ever changing needs of the many populations that require intervention such as mental health, substance abuse, poverty and various forms of trauma. Other topics include the evolution of the field, major theoretical perspectives for treatment, roles, skills and professional development of workers, as well as problem identification.

BHS 142 CRIMINOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

study of crime and society's response to crime, the rehabilitation of the criminal offender and the prevention of crime. Various theories concerning the causes of crime are studied. Current social problems and their relevance to crime causation are discussed. Prerequisite: BHS 103 or permission of the department

BHS 201 CONTEMPORARY PROBLEMS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course surveys significant problems and issues germane to the field of substance abuse. Attention will be given to cause-effect relationships, family issues, grief and loss, policy and the law and evolving trends and attitudes. Recent research will be examined with consideration of implications for prevention and control. Prerequisite: BHS 242 or permission of the department.

BHS 202 PHYSICAL ANTHROPOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study of humans as a biological species with an emphasis on the interaction between biology and culture. Physical Anthropology focuses on the evolution of the human species as well as modern human physical variation. The sub-fields of paleontology, genetics, primatology and archaeology are explored.

BHS 203 SOCIOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Designed to introduce the student to the major issues and fundamental concepts in the field of sociology. Areas selected for analysis are culture and its transmission, personality and socialization, social roles and processes, groups and elements of group behavior, and social status and class. These focal areas are then used to examine various social institutions, including the family, religion, the economic system, education and the political system. Trends of modern society are considered.

BHS 204 ANTHROPOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study of human behavior in a biological and cultural context. The various sub-divisions of anthropology, their concerns, techniques and findings are explored: physical anthropology, archaeology and cultural anthropology. Course work and analyses are integrated with the course background.

BHS 205 THE FAMILY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study of the family from a sociological viewpoint, with special reference to the American family. The course emphasizes: the historical and cross-cultural study of the family; patterns of dating and mate selection; sexual norms and relationships; marital and family relationships; marital crisis and divorce; the family and social policy; and the future of the family as a social institution.

BHS 206 CULTURAL ANTHROPOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The systematic study of human behavior in a cultural context. Major topics include the evolution of culture, linguistics, sociocultural systems, and globalization with an emphasis on a non-western, non-eurocentric viewpoint. The methodology of Anthropological research is also studied.

BHS 207 EDUCATION IN AMERICAN SOCIETY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introductory study of education as a major social institution with special attention being given to the philosophies, patterns, cultural diversity, and issues which have characterized the American system. A consideration of higher education is included.

BHS 209 RACIAL AND ETHNIC RELATIONS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Racial, cultural and ethnic minority groups in American society. The nature and patterns of interaction are examined, including contact, conflict, assimilation, acculturation, pluralism and segregation. Current situations are stressed. Prerequisite: BHS 103 or permission of the department

BHS 210 THE SOCIOLOGY OF RELIGION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The sociological interpretation of religion is the empirical study of religion as a social institution. Major issues in the analysis of religion include: the origins of religion; the functions of religion; the relation of religion and society; types of religious authority; liberation theology and contemporary world religious movements; women, race, and sex and religion; religion and social and cultural differentiation.

BHS 212 CHILD ABUSE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A systematic examination of child physical and sexual abuse. Various historical factors, dynamics, and symptoms will be discussed using theoretical and empirical constructs.

BHS 214 INTRO TO WORLD ARCHAEOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An Introduction to the study of Archaeology, which gives voice to ancient civilizations by examining the material products of their shaping hands and thinking minds. Archaeology begins with an introduction to the methods employed in modern archaeology and then proceeds to examine the earliest cultures and civilizations to emerge in human history, from the ancient Sumerians to the Bronze Age people of Britain to the magnificent Inca of Peru.

BHS 215 FIELD ARCHAEOLOGY**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is designed for the beginning archeology student who wishes to gain practical, hands-on experience in field excavation; the course consists of classroom study in field techniques and actual field excavation. Topics include history, survey, dating, field techniques, laboratory techniques, curation and report writing. Special emphasis is placed on New York State Archaeology and the requirement of the New York State Office of Parks, Recreation and Historic Preservation. The field excavation will take place on landscapes publicly held by the citizens of Dutchess County where the commercial excavation would be prohibitive. Sites that have been assessed as endangered by the State Archaeologists will be given priority.

BHS 216 SOCIOLGY OF HLTH & MED IN U.S.**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces the student to sociological phenomena as they relate to human health and diseases, mainly in the United States, but also with some consideration of health organizations, philosophy and delivery in the other areas of the world. Included in the course are comparative distributions of diseases among different population groups, individual responses, attitudes and beliefs toward health and illness, medical care providers and organizations, financing and delivery of health care, and the roles of social factors in the etiology and outcome of diseases.

BHS 220 COMPARATIVE SOCIAL SYSTEMS I**1 Lecture Hour 4 Lab Hours 3 Credit Hours**

This course provides an opportunity to experience firsthand operation of selected social systems for comparison and contrast to those in the United States. The social systems considered and the international settings may vary from one offering to the next. Consult the master schedule of courses for details.

BHS 221 COM SOC SYSTEMS IN US AN AB II**1 Lecture Hour 2 Lab Hours 2 Credit Hours**

For selected students. Note: May be offered as an independent course or in conjunction with BHS 220 and/or 222. Prerequisite: Permission of the department

BHS 222 COM SOC SYS IN US & ABROAD III**1 Lecture Hour 2 Lab Hours 2 Credit Hours**

For selected students. Note: May be offered as an independent course, or in conjunction with BHS 220 and/or BHS 221. Students must register for both a lecture and a lab. 1 Lecture, 2 Lab, 2 Credit Hours. Prerequisite: Permission of the department

BHS 231 TOPICS IN BHS I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course is designed to explore a specific topic area in the Behavioral Sciences in greater depth than would occur in an introductory level offering. The topics will vary and may be drawn from Anthropology, or from Sociology, or from any of their various,

applied sub-fields. The classroom instruction will amount to a period five weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 232 TOPICS IN BHS II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to BHS 231, except that the instructional time will take place over a period of 10 weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 233 TOPICS IN BHS III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to BHS 231, except that the instructional time will take place for the entire fifteen weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 242 DRUG & ALCOHOL USE AND ABUSE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of the problems and factors attendant to alcoholism and other substance abuse, including a survey of the physiological and pharmacological aspects of such use. Various theories and current rehabilitative methods will be examined as will dependency states, socio-psychological factors and alternatives to mood-modifying substance use/abuse.

BHS 245 ISSUES & ETHICS IN HMN SRVCS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Designed for students completing the Human Services programs in CHC or CMH, this course considers the application of the theories/skills/values acquired in the designated programs to current and future trends in the field, as well as addressing specific issues confronted by human services professionals. Prerequisites: BHS 110, CHC or CMH 103, CHC or CMH 104, PSY 102, PSY 134, PSY 202, PSY 203 and PSY 235 or PSY 201.

BHS 251 TOPICS IN BHS I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is designed to explore a specific topic area in the Behavioral Sciences in greater depth than would occur in an introductory level offering. The topics will vary and may be drawn from Anthropology, or from Sociology, or from any of their various, applied sub-fields. The classroom instruction will amount to a period five weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 252 TOPICS IN BHS II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to BHS 251, except that the instructional time will take place over a period of 10 weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 253 TOPICS IN BHS III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to BHS 251, except that the instructional time will take place for the entire fifteen weeks of the semester, or its equivalent in formal lecture/discussion.

BHS 262 JUVENILE DELINQUENCY

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Designed to introduce students to the development of juvenile delinquency in American Society. This course emphasizes the ways in which society structures juvenile delinquency as a social phenomenon. The course presents various theories to explain both the causes of juvenile delinquency, as well as society's response to youth offenders, and examines programs, interventions and punishments that attempt to change juvenile behavior. Prerequisite: BHS 103 or permission of the department

BHS 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Prior to registering for any special studies course, the approval of the department head must be obtained. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of social science and related areas. The student's time commitment to the project will be approximately 35-50 hours.

BHS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to BHS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

BHS 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to BHS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

BHS 926 INTRODUCTION TO FOOD STUDIES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A broad-based introduction to the field of Food Studies. The course examines food through an interdisciplinary approach, including history, anthropology, biology, sociology, chemistry, nutrition, economics, psychology, political science, animal, plant, soil, and environmental sciences. The course will expose participants to the various aspects of food through guest lecturers and invited speakers.

BIOLOGY (BIO)**BIO 001 CRSE SPCFC STDY SK-BIO105****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

BIO 001 is a study skills course designed for those students who require support in BIO-105, General Biology I, taught by the instructor of BIO 105 with which it is content related. BIO 001 will include practical work with notetaking, textbook mastery, laboratory techniques, exam preparation and test taking techniques, as well as specific strategies necessary to the successful study of biology. Note: BIO 001 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status. Co-requisite: BIO-105

BIO 030 INTRODUCTION TO BIOLOGY**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is designed for students in programs requiring Biology who are unprepared to enter a 100 level course as shown by testing and/or background. Course content includes study techniques, the nature of science, the scientific method, the metric system, biochemistry, the cell, and basic laboratory techniques. This course requires basic mathematical skills. Students are encouraged to take the appropriate English and math courses determined by placement testing with this course. A grade of C or better is required to take BIO 130. This course is a prerequisite for BIO 130 for those students referred after testing. Students are eligible to register for this course only twice. NOTE: BIO 030 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

BIO 103 HUMAN BIOLOGY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

An introductory course which concerns the structure and function of the human body and the maintenance of homeostasis. The course is designed for non-science majors and does not fulfill the elective requirement of the LAX student.

BIO 104 ENVIRONMENTAL BIOLOGY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

An introductory course focusing on people and their relationship to the external environment. The subject is treated in the context of conservation, ecology, taxonomy and human behavioral patterns. Topics of current interest are discussed, such as pollution, local environmental issues and the economic uses of natural areas. The course is designed primarily for non-science majors and does not fulfill the elective requirement of the LAX program.

BIO 105 GENERAL BIOLOGY I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

An interdisciplinary study of basic biological concepts, including the nature of science, matter, the cell, characteristics of living matter, a brief survey of the living world, and ecology. BIO 105 and BIO 106 are recommended for students who wish to pursue studies in the Biological and Life Sciences. This course assumes a high school level of chemistry knowledge. Non-science majors are encouraged to consider BIO 103 and BIO 104 (see descriptions). Prerequisite: Placement level 3 (see DCC Math Placement Table)

BIO 106 GENERAL BIOLOGY II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A continuation of BIO 105, including homeostasis in organisms, genetics, evolution and a consideration of the structure and function of tissues, organs and organ systems. prerequisites: BIO 105 with a grade of C or better.

BIO 112 A BIOMEDCL VIEW AIDS/HIV INFCT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to examine the frequency and distribution of AIDS/HIV infection. It will provide a general understanding of HIV, its modes of transmission, and approaches to its control and management. In addition, the course explores current concepts in the areas of testing, treatment and prevention.

BIO 113 INTRODUCTION TO CANNABIS**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

This course provides an introduction to biological and chemical aspects of the Cannabis sativa plant. Basic botany, plant genetics, soil chemistry, human neurobiology, and biochemistry of key compounds found in the cannabis plant are addressed. Laboratory activities support these topics and provide opportunities for hands-on experiences. In addition, this course provides historical and socioeconomic context for the scientific study of this plant. A field trip to a cannabis growth and production facility is included. This course is designed for the non-science majors and does not fulfill the elective requirement of the LAX student.

BIO 115 ANATOMY & PHYSIOLOGY FOR PAR**4 Lecture Hours 3 Lab Hours 5 Credit Hours**

This one semester course is designed primarily for Paramedic students. It focuses on a problem-oriented approach to enhance understanding of the biological, chemical and physical principles underlying body system interactions in health and disease. The course is required for students in the Emergency Medical Technician-Paramedic program. Students must complete BIO 115 with a grade of C or better. It is not intended for Biology majors.

BIO 122 NUTRITION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is a study of the role nutrition plays in maintaining health. The course will cover basic nutrition concepts, application of nutrition guidelines, awareness of nutrition's role in disease management, life cycle nutrition, and food safety. Controversial issues related to nutrition and health will also be discussed.

BIO 130 INTRODUCTION TO PHYSIOLOGY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

Course content includes biochemistry, the cell, transport mechanisms, the laboratory report and laboratory techniques. This course requires basic computational skills. This course is a prerequisite for BIO 131 for those students referred after testing. A grade of C or better is required to take BIO 131. This course does not fulfill the elective requirement of the LAX student. Pre-requisites and/or co-requisites: A grade of C or better in BIO 030 is required to take BIO 130. BIO 030 is a prerequisite for BIO 130 for those students referred after testing.

BIO 131 ANATOMY AND PHYSIOLOGY I**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

The application of scientific principles from the areas of biology, chemistry and physics to the study of human anatomy and physiology. Required for nursing students and open to students in medically allied technologies. Not intended for biology majors. Prerequisite: For those referred by testing or BIO 130 with a grade of C or better.

BIO 132 ANATOMY AND PHYSIOLOGY II**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

BIO 132 is a continuation of BIO 131. Designed primarily for those students in the medically allied technologies. Prerequisite: BIO 131 with a grade of C or better.

BIO 203 INVERTEBRATE ZOOLOGY**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

An introduction to the principles of the classification of animals, followed by a systematic study of invertebrate animals, including their morphology, physiology, and natural history. Concepts of evolution, paleontology, and ecology are discussed. Prerequisite: BIO 105

BIO 204 GENERAL BOTANY**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

An introduction to the dynamic aspects of the plant world, including principles of classification, physiology, a survey of the plant kingdom, conservation, ecology and evolution. Laboratory work deals with physiological experiments, plant identification, life histories, and morphology. Field trips are scheduled. Prerequisite: BIO 105

BIO 205 GENETICS**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

An introductory study of the basic principles of inheritance, including the biochemical, physiological and evolutionary aspects. Laboratory work includes experiments with microorganisms and fruit flies. Prerequisite: BIO 105 and BIO 106

BIO 207 GENERAL MICROBIOLOGY**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A study of microorganisms, with major focus on the bacteria. Morphology, physiology and genetics are emphasized. Applied areas are included. Prerequisites: BIO 105-106, CHE 121-122 or permission of the department

BIO 212 MICROBIOLOGY**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

This course is a study of microorganisms, with emphasis on their morphology, physiology, and medical significance. Intended for students in the medical-allied health technologies. Not intended for biology majors, and does not fulfill the elective requirements of the LAX student. Prerequisites: BIO 131 and BIO 132 with a grade of C or better.

BIO 214 ECOLOGY**2 Lecture Hours 4 Lab Hours 4 Credit Hours**

Ecology is a study of biological communities using field and laboratory methods. The ecological basis of contemporary environmental problems are examined and related to human activities. Food webs, energy pyramids, community structure, limiting factors and ecological succession are studied as they relate to environmental management practices. Prerequisite: BIO 105 with a grade of C or better.

BIO 231 HUMAN ANATOMY & PHYSIOLOGY I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A study of the anatomy and physiology of the mammalian organism with emphasis on the human. This course will explore the structure and function of the body at the cellular, tissue, organ and system levels for the Endocrine, Nervous, Integumentary, Muscular, and Skeletal systems. Laboratory work will include mammal dissections, in addition to experiments and demonstrations utilizing living material. Prerequisite: BIO 105 and BIO 106 with a grade of C or better.

BIO 232 HUMAN ANATOMY & PHYSIOLOGY II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A study of the anatomy and physiology of the mammalian organism with emphasis on the human. This course will explore the structure and function of the body at the cellular, tissue, organ and system levels for the Cardiovascular, Lymphatic, Respiratory, Urinary, Reproductive, and Digestive systems. Laboratory work will include mammal dissections in addition to experiments and demonstrations utilizing living material. Prerequisite: BIO 231 with a grade of C or better

BIO 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of biology or related areas. The student's time commitment to the project will be approximately 35-50 hours.

BIO 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to BIO 271, except that the student's time commitment to the project will be approximately 70-90 hours.

BIO 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to BIO 271, except that the student's time commitment to the project will be approximately 105-135 hours.

BIO 924 INTRODUCTION TO FOOD STUDIES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A broad-based introduction to the field of Food Studies. The course examines food through an interdisciplinary approach, including history, anthropology, biology, sociology, chemistry, nutrition, economics, psychology, political science, animal, plant, soil, and environmental sciences. The course will expose participants to the various aspects of food through guest lecturers and invited speakers.

BUSINESS (BUS)**BUS 100 BUS ADMINISTRATION INTRO SEM****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

Designed for students in the business curricula, this course will focus on personal development and effective strategies for successful completion of the AAS and AS degrees. Personal educational goals, career planning, good study approaches, reading and writing skills, and using college resources, such as the library and Internet, will be among the topics examined in the seminar. Students will develop an individual 'plan for the self' emphasizing individual goals and how they expect to achieve them.

BUS 102 FOUNDATIONS OF BUSINESS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide the student with a foundational knowledge and understanding of the major aspects of business. Topics include an introduction to economic systems, forms of business ownership, legal aspects of business, management, marketing, financing and accounting, social responsibility, and career assessment.

BUS 103 KEYBOARDING FOR INFO PROCESSNG

1 Lecture Hour 1 Lab Hour 1 Credit Hour

Development of basic touch keyboarding skills for individuals who will be using keyboards for inputting information. Instruction will occur using computer terminal keyboards and specialized keyboarding computer software. Note: This course will be offered on a seven-week basis, four hours per week.

BUS 105 ADVERTISING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of the procedures and techniques of advertising. Attention is given to the purposes of advertising, the creation of advertising ideas, the writing of copy, trademarks, fundamentals of advertising layout, selecting and using media, market research and the advertising agency.

BUS 106 PROFESSIONAL SELLING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

The role of selling in the context of a marketing environment. Creative, ethical, professional selling and its practical application to industrial, wholesale, retail and service situations are explored. Topics include communication skills, planning sales calls and sales presentation, meeting objections, closing the sale, service after the sale, careers in sales and the use of technology, such as computer software and the Internet.

BUS 107 PRINCIPLES OF MARKETING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of principles underlying the development and distribution of goods and services for organizational and consumer needs. Topics include: development of the marketing concept, legal and cultural environment, marketing research, segmentation, buyer behavior, product development, pricing, wholesaling, retailing, advertising, selling and Internet applications.

BUS 109 INTRO TO MICROSOFT EXCEL

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is designed to introduce students to the basics of spreadsheet software using Microsoft Excel. This course will cover worksheet basics, creating, formatting, editing and printing worksheets and charts. An introduction to Windows will also be included.

BUS 110 INTRO TO MICROSOFT ACCESS

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is designed to introduce students to the basics of database software using Microsoft Access. This course will cover basic database management, the functions of creating, editing, printing and manipulating a database. An introduction to Windows will also be included.

BUS 111 INTRO TO MICROSOFT POWERPOINT

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is designed to introduce students to the basics of presentation software using Microsoft Power Point. This course will cover presentation basics, creating, formatting, editing, printing and delivering presentations.

BUS 112 INTRO TO MICROSOFT WORD

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This course is designed to introduce students to the use of word processing software on a microcomputer or computer terminal. The course will include basic Windows commands, the functions of creating, editing, printing, spell check, headers/footers, footnotes, and proper formatting of letters, memos, and reports. Prerequisite: BUS 103 with a grade of C or better.

BUS 113 ESSENTIALS OF CUSTOMER SERVICE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will explore the importance of managing for excellent customer service in hospitality and other related business organizations. Students will learn how to create value for guests by developing skills to identify customer needs, exceed expectations, and enhance overall satisfaction in the digital age.

BUS 141 INTRO TO HOSPITALITY & TOURISM

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An introduction to global travel and tourism and the role they play as major retailers. Topics to be discussed will include: Career options, corporate travel administration, transportation, hotel industry, tourism boards, convention centers, and park services. The role of tourism and marketing procedures will also be included.

BUS 143 HOSPITALITY PURCHSNG & MRKTNG**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the current, past, and future procedures and techniques of marketing strategies used in hotel, retail, restaurant, and event planning industries. Topics include: purchasing procedures, marketing economics, and quality control.

BUS 161 RETAIL MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The principles of successful retail store management are analyzed. The topics discussed include retailing as an economic force, types of retail stores and their organizational structure, planning and management of store services, customer behavior and the basics of merchandising.

BUS 162 FUNDAMENTALS OF FASHION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course deals with a basic fashion vocabulary; how fashion trends develop; the producers, designers, retailers and consumers of fashion. Fashion influences from Europe and the U.S. as well as the fashion press, are also discussed. The way we live and the things we do are related to fashion as an element of change in our economy.

BUS 201 PERSONAL FINANCE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course examines the tools, terminology, and applications necessary to successfully manage financial matters in our daily lives. Topics include the personal financial planning process, career strategies, money management, personal taxation, financial institution services, and consumer credit. Evaluation techniques related to housing, transportation, insurance, investments, real estate, and retirement planning are also covered. Prerequisite: MAT 109 or higher

BUS 204 BUSINESS ORGANIZATION & MGMT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study and practice of the managerial process and the social and organizational forces that shape and define the manager's job. The objective of the course is to explore the managerial functions of planning, organizing, motivating and controlling in order to develop an understanding of issues as they are found in business practice. Prerequisite: BUS 102

BUS 205 INTRO TO NONPROFIT MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides students with an introduction to nonprofit organizations and their roles in American society. Students will gain a foundational knowledge of the unique features of nonprofit and social service organizations while examining the context of how they are organized, governed, financed, staffed, and managed. Other topics to be included are philanthropy, volunteerism, strategic planning, marketing, advocacy, and social entrepreneurship. Students will also establish a relationship with a local nonprofit organization through service learning. Prerequisite: BUS 102 or BHS 103 or permission of the department.

BUS 208 SMALL BUSINESS MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A practical application of management principles to small business. Topics include: how to start a small business, franchising, sources of capital, how to buy a small business, location analysis, employee relations, financial control, inventory control, advertising, selling, credit and legal aspects of business. Prerequisite: BUS 102 or BUS 107 or permission of the department.

BUS 209 DIGITAL MARKETING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course explains the background of digital marketing and the role it plays in the current business environment. Topics include the digital ecosystem, consumer behavior, digital marketing messaging, content strategy and personalization, retention techniques, and applying the final digital marketing strategy into a specific field. Prerequisite: BUS 107

BUS 210 BUSINESS COMMUNICATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides instruction and practice in various forms of written and oral communication used in the workplace. The focus of written work is on developing an effective writing style for memos, letters and reports; learning appropriate business document formatting and improving grammar, punctuation and usage. Oral communication skills are developed by preparing and delivering business presentations and by working in group settings. Electronic communication methods include the use of e-mail and the Internet. Prerequisite: ENG 101.

BUS 215 BUSINESS LAW I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introduction to the legal environment in which business functions. Topics studied include the judicial system, business related torts, intellectual property, and the law of contracts. Prerequisites: BUS 102 or PAL 120 or permission of the department

BUS 216 BUSINESS LAW II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

As a continuation of BUS 215, the course focuses on the impact of the law in such areas as the Uniform Commercial Code, agency, and business organizations. Prerequisite BUS 215 or permission of the department

BUS 244 HUMAN RESOURCE MANAGEMENT

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to provide an in-depth study of all aspects of managing an organization's human resources. It includes explorations of HR's contributions to an organization's ethical and legal responsibilities; HR's role within strategy formulation and implementation; the acquisition, maintenance, and development of an organization's human assets; and current HR trends. Prerequisite: BUS 102

BUS 247 CONVENTION, MTG AND EXPO MGMNT

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An exploration of local community events with regard to conventions, meetings, and expositions. The specific skills that will be emphasized in the hospitality and tourism industry will include service marketing, site selection, and events coordination. Prerequisite: BUS 141 OR BUS 107

BUS 254 GLOBAL BUSINESS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course provides an overview of international business. Specifically, it provides the students with a description and analysis of the mechanics of doing business abroad. It discusses how cultural, economic, environmental, legal and political differences affect the success of U.S. business abroad. Prerequisite: BUS 102

BUS 255 OFFICE PRACTICE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will give students a perspective on the role of administrative support professionals and recognition of the technological developments that have affected office roles. Topics include the changing workplace, mastering technology, filing and records management, handling mail, succeeding in the work environment, time management, writing and presenting successfully, professional growth and human relations. Projects requiring the use of a variety of computer software as well as the use of the Internet and email will be included in this course. Prerequisites: CIS 111 or BUS 112

BUS 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of business or related areas. The student's time commitment to the project will be approximately 35-50 hours.

BUS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to BUS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

BUS 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to BUS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

BUS 290 BUSINESS INTERNSHIP

1 Lecture Hour 8 Lab Hours 3 Credit Hours

This course provides students with a real world laboratory in which to gain work experience in various types of businesses or similar institutions. The work experience will be 120 hours in duration. The internship will be customized to meet the specific needs of the student intern. Consequently, specific learning objectives must be developed by the collaboration of the intern, the on-site supervisor, and the faculty sponsor. Some typical areas of student learning can be focused on: accounting, marketing, advertising, sales, management, finance, insurance, real estate, public relations, human resources, banking, or any business-related area that meets the student's needs. In addition, interns meet one hour per week at a regularly scheduled time to discuss and share experiences. Internship logs and special reports are required. Note: 30 credits, including 12 credits in BUS or ACC, and a 2.5 GPA within the student's major is required. Prerequisite: Permission of the department.

BUS 911 MARKETING COMMUNICATIONS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of the procedures and techniques of marketing communications. Attention is given to the purpose of advertising, social media advertising, sales promotion, direct marketing, customer relationship management, public relations and professional selling. Pre- or corequisite: BUS 107

CHEMICAL DEPENDENCY (CDC)

CDC 103 CHM DPDCY CNSLG PRCTCM I

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at an OASAS (Office of Alcoholism and Substance Abuse Services) licensed facility that provides substance abuse treatment. Emphasis will be placed on the organization of the agency and on services provided. Students are also required to attend a weekly seminar class, meet weekly with a Field Instructor and complete log reports. Corequisite: CDC 203. Pre- or Corequisite: PSY 102.

CDC 104 CHM DPDCY CNSLG PRCTCM II

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at an OASAS (Office of Alcoholism and Substance Abuse Services) licensed facility that provides substance abuse treatment. Emphasis will be placed on understanding normal development and on communication skills. Also, students are required to attend a weekly seminar class, meet weekly with a Field Instructor and complete log reports. Corequisite: CDC 204. Pre- or Corequisite: PSY 134.

CDC 203 CHM DPDCY CNSLG PRCTCM III

1 Lecture Hour 8 Lab Hours 3 Credit Hours

Students will experience an extended placement at an OASAS (Office of Alcoholism and Substance Abuse Services) licensed facility that provides substance abuse treatment. Emphasis will be placed on understanding atypical development and on treatment interventions. Students are also required to attend a weekly seminar class, meet weekly with a Field Instructor and complete log reports. Corequisite: CDC 103. Pre or Corequisite: BHS 242.

CDC 204 CHM DPDCY CNSLG PRCTCM IV

1 Lecture Hour 8 Lab Hours 3 Credit Hours

Students will experience an extended placement at an OASAS (Office of Alcoholism and Substance Abuse Services) licensed facility that provides substance abuse treatment. Emphasis will be placed on understanding atypical development and on treatment interventions. Students are also required to attend a weekly seminar class, meet weekly with a Field Instructor and complete log reports. Corequisite: CDC 104. Pre- or Corequisite: BHS 201.

CDC 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of chemical dependency counseling or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CDC 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to CDC 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CDC 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to CDC 271, except that the student's time commitment to the project will be approximately 105-135 hours.

CHILD CARE (CHC)

CHC 103 CHLD CARE & YTH PRACTCM I

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at an agency serving children, youth and adults. Emphasis will be placed on the organization of the agency and on services provided. Also, students are required to attend a weekly seminar class, meet weekly with a college field supervisor and complete log reports. Pre- or Corequisite: BHS 110 and PSY 102

CHC 104 CHLD CARE & YTH PRCTCM II

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at an agency serving children, youth and/or adults with special needs. Emphasis will be placed on normal development and on communication skills. Students are also required to attend a weekly seminar class, meet weekly with a college field supervisor and complete log reports. Pre- or Co-requisites: BHS 110 and PSY 102

CHC 203 CHLD CARE-YTH PRCTCM III**1 Lecture Hour 8 Lab Hours 3 Credit Hours**

Students will experience an extended placement at an agency serving children, youth, and/or adults with special needs. Emphasis will be placed on atypical development, treatment interventions and on group living. Students are also required to attend a seminar class, meet weekly with a field supervisor and complete log reports. Pre- or co-requisites: PSY 235, AND PSY 202, AND PSY 203, AND (CHC103 OR CHC 104) for Degree Programs; CHC 103 AND PSY 134 for Direct Care Certificate.

CHC 206 CHLD CARE & YTH PRCTCM IV**1 Lecture Hour 8 Lab Hours 3 Credit Hours**

Students will experience an extended placement at an agency serving children, youth, and/or adults with special needs. Emphasis will be placed on atypical development, treatment interventions and on group living. Students are also required to attend a seminar class, meet weekly with a field supervisor and complete log reports. Pre- or co-requisites: CHC 103 or CHC 104 and PSY 235

CHC 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of child care or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CHC 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to CHC 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CHC 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to CHC 271, except that the student's time commitment to the project will be approximately 105-135 hours.

CHEMISTRY (CHE)**CHE 111 INTRODUCTION TO CHEMISTRY I****3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course gives an introduction to chemical concepts and principles. Topics covered: basic definitions, chemical symbols, conversion factors, simple chemical calculations, chemical and physical properties and changes, atomic structure, chemical bonding, molecular geometry, kinetic theory of gases, chemical kinetics, chemical equilibrium, solutions and nuclear reactions. The course assumes no previous knowledge of chemistry and serves as an elective or a science elective for students in liberal arts or career programs.

CHE 112 INTRO TO ORGANIC & BIOCHEMISTRY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

A study of organic compounds with emphasis on structure, nomenclature, major reactions and applications. This is followed by an elementary introduction to biomolecules and their metabolism. The laboratory experiments illustrate reactions, synthesis, purification and characterization of organic or biomolecules. The student is encouraged to use the library as a resource. Prerequisite: CHE 111.

CHE 121 GENERAL CHEMISTRY I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A study of the fundamental facts, laws, theories and concepts of chemistry. Major topics covered include: classification of matter, theory of atomic structure, bonding theory, molecular structure, periodic properties of the elements, stoichiometry, chemical equations, inorganic nomenclature, gas laws and kinetic molecular theory. Problem solving is emphasized. The laboratory stresses quantitative results. This course serves as an elective or science elective for liberal arts students. A scientific calculator is required. Prerequisites: High school chemistry or CHE 111 or PHS 114 with a grade of B or better, AND Math Placement Level 3 (see DCC Math Placement table)

CHE 122 GENERAL CHEMISTRY II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A continuation of CHE 121. Major topics covered include: molecular geometry, equilibrium, kinetics, electrochemical principles, acid-base theory and its application. The laboratory includes a brief introduction to qualitative analysis. Other experiments stress quantitative results using the spectrophotometer and pH meter. Prerequisite: CHE 121 with a grade of C or better.

CHE 231 ORGANIC CHEMISTRY I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A study of the structure, nomenclature, physical properties and reactivity of organic compounds. Reactions are studied from a mechanistic viewpoint. The laboratory introduces the theory and fundamental techniques of: refractive index, density, micro-boiling points, melting points, distillation, recrystallization, extraction, gas chromatography and their utilization in synthesis. Students are encouraged to use the library as a resource. Prerequisite: CHE 122 with a grade of C or better.

CHE 232 ORGANIC CHEMISTRY II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A continuation of CHE 231. A continued study of the structure, nomenclature, physical properties and reactivity of organic compounds. Reaction mechanisms are emphasized as an aid in predicting the path and direction of reactions. The laboratory includes preparative and mechanistic experiments and modern techniques of spectrophotometry and chromatography. Students are introduced to the chemical literature and are required to use the literature in written reports. Prerequisite: CHE 231 with a grade of C or better.

CHE 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience or other activities that advance the student's knowledge and competence in the field of chemistry or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CHE 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to CHE 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CHE 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to CHE 271, except that the student's time commitment to the project will be approximately 105-135 hours.

COMPUTER INFORMATION SYSTEMS (CIS)**CIS 106 CLOUD COMPUTING FUNDAMENTALS****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course will cover the fundamental concepts involved with cloud computing. The primary topics will include understanding cloud infrastructure components, virtualization, scalability, services, deployment, web development, virtual cloud networking, cloud management and cloud security. The course will include evaluating cloud infrastructures from a variety of major vendors and provide hands-on application of many of the concepts.

CIS 107 WEB PROGRAMMING FOR BUS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will introduce the student to conducting business on the Internet. To remain competitive, many companies and entrepreneurs have established a presence on the Internet and are actively involved in conducting business on the net. The student will be exposed to the vast business potential of the net including creating effective web sites using HTML (Hypertext Markup Language), cascading style sheets, imaging and search engine optimization. Pre- or corequisite: CIS 111

CIS 108 CONDUCTING RESEARCH ON INTERNET**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will introduce the student to the Internet. Students will be provided with necessary skills to effectively explore the information highway in a disciplined and academically productive manner. Students will have the opportunity to conduct in-depth research using the many electronic information resources available in cyberspace. Students will design and develop a web site to report the results of their research.

CIS 111 COMPUTER SYSTEMS & APPLICATIONS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces the student to the basic terminology and concepts of computer information systems. Topics include: computer business applications, computer components, software design, operating systems, databases, data communications, computer ethics, computer security, and management information systems. Practical hands-on experience will be provided using popular integrated microcomputer application software in database, spreadsheet and word processing management.

CIS 112 COMPUTER PROGRAMMING I**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

A course designed to introduce methods of solving computer business-oriented problems. A high level programming language is used to learn arithmetic, relational and logical operations, structured programming techniques, table manipulation, I/O data formats and internal subroutines. Programming activities involve problem definition, analysis, solution and documentation. No prior programming experience required.

CIS 117 DATA COMMUNICATION CONCEPTS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to introduce the students to the concepts of data, voice and video communications. Topics include communication terminology, local and wide area networks, transmission media, data integrity and security, network management, maintenance of applications and networking operating systems. In addition, current policy issues involved with the communication industry will be examined. Prerequisite: CIS 111 or concurrent enrollment, or permission of the department

CIS 120 COMPUTER BASED PUBLISHING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide the student with the necessary skills to electronically publish material in a variety of mediums. In particular, the course will concentrate on desktop publishing and world wide web publishing. The students will be exposed to a variety of popular software packages such as Adobe Photoshop, Adobe InDesign, Adobe FLASH and Adobe Acrobat. Prerequisite: CIS 111 or concurrent enrollment, or permission of the department

CIS 123 COMPUTER PROGRAMMING II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course designed to present intermediate features and interrelations of the curriculum's high-level programming language. Topics include advanced language specifications and syntax, object oriented concepts, input-out processing, advanced storage allocation, multidimensional arrays, data types and organizations, and subroutine linkage. Established algorithms utilized in searching and sorting data are covered in detail. Prerequisite: CIS 112 with a grade of C or better.

CIS 124 COMPUTER OPERATING SYSTEMS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A systems-oriented course concentrating on methods and procedures that increase the efficiency and effectiveness of a computer installation. Topics include systems control programs, systems service and utility programs, operating system concepts, virtualization, Windows and the Powershell scripting language. Prerequisite: CIS 111

CIS 126 LINUX USING PYTHON**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide the student with an understanding of the functions of a LINUX based operating system. The LINUX/UNIX system will be utilized to provide the student with hands-on experience relating to the course concepts including basic UNIX commands, utilities, windowing systems, filters, shell programming, file systems, network communication, program execution and basic system programming. Prerequisite: CIS 111

CIS 140 HEALTH INFORMATION MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course is organized around the HIPAA components of terminology, transaction framework, planning, privacy and security. It applies across a diversity of medical systems including call centers, nurse triage, financial, accounting, marketing, resources planning, imaging and claims clearinghouse systems. The course content includes topics comprising many popular certification exams available in health information privacy, security and management. The course topics include the material in the HCISPP - Health Care Information Security and Privacy Practitioner exam. Prerequisite: CIS 111.

CIS 150 INFORMATION SECURITY MANAGEMNT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course examines the field of information security to prepare information systems students for their future roles as business decision-makers. It presents a balance of the managerial and the technical aspects of the discipline with a focus on cyber security. Prerequisite: CIS 111

CIS 211 APPLIED DATABASE CONCEPTS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to present data access and data storage concepts using a relational database platform. SQL (Structured Query Language) will be utilized in both interactive and embedded mode. The course will incorporate relational concepts, data modelling, application development, big data analysis, cloud storage and programming. Currently, the Oracle database platform along with the Microsoft platform are being utilized. The course will present PL/SQL and Visual Basic as supporting programming languages. Prerequisite: CIS 123 with a grade of C or better.

CIS 212 SYSTEMS ANALYSIS AND DESIGN**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The life cycle of the development of a computer-based CIS information processing application. Topics include management information systems, the systems study, charting and documentation, I/O design considerations, controls and audit trails, equipment and software selection, implementation and maintenance. A case study, which applies the course concepts, is currently being used. Prerequisite: CIS 112 or CPS 141, with a grade of C or better.

CIS 213 DATA ANALYTICS FOR BUSINESS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to include more advanced operations, applications and capabilities of software within a business environment. Topics include: operating system functions; file management; advanced database management; advanced spreadsheet, presentation and management software; data analytic software; and application software integration. Prerequisite: CIS 111 with a grade of C or better or permission of the department

CIS 216 WINDOWS SERVER**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will introduce the student to the concepts involved in designing, installing, optimizing and maintaining a Windows Server based local area network. The course will approach the subject matter from both a practical and a theoretical perspective. Pre- or corequisite: CIS 111 or permission of the department

CIS 218 ROUTING & SWITCHING TECHNOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide the student with the opportunity to study routing and switching technologies in a CISCO based data communication environment. The student will be exposed to TCP/IP, router programming, firewalls and security, as well as computer network design. The material covered will be applied in a communication networking laboratory. Prerequisite: CIS 117 with a grade C or better.

CIS 223 MOBILE APP DESIGN & DEVELOPMNT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides a capstone experience. Students will design and develop a substantial software based solution using mobile platform technologies. The course will include such topics as GUI design, storage alternatives including cloud based options. Students will learn mobile programming technologies including current development environments and technologies such as GPS, mapping, advanced sensors and phone technologies. The course will utilize a high level object oriented programming language. Prerequisites: CIS 212, CIS213, or CIS106 and programming experience in a high level object-oriented computer language

CIS 227 COMPUTER ARCHITECTURE AND ORG**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course in IBM 390 Assembler Language designed to introduce students to data types, data structures, I/O processing, macro processing, dumps and debugging, internal and external subroutines and data manipulation. Prerequisite: CIS 112 with a grade of C or better or CPS 141 with a grade of C or better, or permission of the department

CIS 228 WEB SITE ADMINISTRATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide the student with an opportunity to learn the necessary skills required to create and administer a Web site. The course will include coverage of operating systems, firewalls, security, web hosting, XML and TCP/IP. Client side software including JavaScript will be utilized as well as ASP.NET for server side software to create dynamic web sites. Real time database access using Microsoft SQL. Server will be covered as will deployment techniques for hosting the website in the cloud. Prerequisites: CIS 107 or CIS 108.

CIS 265 CIS CAREER CAPSTONE SEMINAR**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This seminar is designed for matriculated CNC/WAC/CIS students. This seminar will involve discussing and evaluating various work experiences. Students will be provided with an opportunity for developing skills to be successful in their chosen career. The seminar will concentrate on the development of interviewing skills, leadership skills, project management skills, communication skills and influence skills in a business environment. The course requires either 120 hours of approved internship experience or the completion of an approved vendor certification. Prerequisite: CIS 213 or CIS 106 or permission of the department

CIS 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of computer information systems or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CIS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to CIS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CIS 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar the CIS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

CAREER AND LIFE PLANNING (CLP)

CLP 101 CAREER EXPLORATION & PLANNING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to assist students to better understand and achieve self-direction in choosing a career or a major in college. Emphasis is on self-assessment of interests, values, skills and abilities. Career information, work environment, transfer opportunities and the development of decision-making skills will also be explored. The theory and process of development and career choice will be examined. Discussion, individual and group exercises, computerized assessment and other activities will provide students with an in-depth career planning experience. A final project is required. This course is offered both in the regular class format or as independent study.

COMMUNITY MENTAL HEALTH (CMH)

CMH 103 CMH PRACTICUM I

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at a mental health or social services agency. Emphasis will be placed on the organization of the agency and on services provided. Students are also required to attend a weekly seminar class, meet weekly with a field supervisor and complete log reports. Pre- or corequisite: BHS 110 and PSY 102

CMH 104 CMH PRACTICUM II

1 Lecture Hour 4 Lab Hours 2 Credit Hours

Students will experience an extended placement at a mental health or social agency. Emphasis will be placed on understanding normal development and on communication skills. Students are also required to attend a weekly seminar class, meet weekly with a field supervisor and complete log reports. Pre- or Co-requisites: BHS 110 and PSY 102

CMH 203 CMH PRACTICUM III

1 Lecture Hour 8 Lab Hours 3 Credit Hours

Students will experience an extended placement at a mental health or social services agency. Emphasis will be placed on understanding atypical development and on treatment interventions. Students are also required to attend a weekly seminar class, meet weekly with a Field Supervisor and complete log reports. Prerequisites: PSY 201, AND PSY 202, AND PSY 203 AND (CMH 103 OR CMH 104)

CMH 204 CMH PRACTICUM IV

1 Lecture Hour 8 Lab Hours 3 Credit Hours

Students will experience an extended placement at a mental health or social services agency. Emphasis will be placed on understanding atypical development, developing treatment interventions and on special issues in the field of mental health.. Students are also required to attend a weekly seminar class, meet weekly with a Field Supervisor and complete log reports. Pre-requisites: CMH 103 or CMH 104.

CMH 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of community mental health or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CMH 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to CMH 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CMH 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to CMH 271, except that the student's time commitment to the project will be approximately 105-135 hours.

CONSTRUCTION TECHNOLOGY (CNS)

CNS 110 CONSTRUCTION MGMT. & COMPUTING

1 Lecture Hour 1 Lab Hour 1 Credit Hour

This course is an introduction to Construction Management and computer applications for the construction industry. Course work includes the use of project management and document management software and the use of scheduling software and estimating software. Additionally the use of virtual model manipulation for managing a BIM (Building Information Modeling) workflow for the purpose of construction will be introduced.

CNS 240 CAPSTONE PROJECT

1 Lecture Hour 6 Lab Hours 4 Credit Hours

CNS240 is a culmination of the Construction Technology student's studies at the college. Students will work in groups with the Architectural Technology students to develop a project from project development through schematic design and design development through construction drawings. CNS students will be responsible for a partial set construction drawings of the same building and a building materials takeoff and cost estimates of the building. Both groups of students will prepare a booklet of product data sheets for their projects. Building types include small schools, apartment houses, office buildings, department stores, and dining halls. All of the drawings for this course will be prepared on the computer using the AutoCAD system. Prerequisite: ARC 205, ARC 214, and CNS 110

CNS 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Study plans will include research, analysis, and presentations or other projects, which advance the student's knowledge and competence in the field of architectural technology. The student's time commitment will be approximately 35-50 hours.

CNS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to CNS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CNS 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to CNS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

COMMUNICATIONS AND MEDIA ARTS (COM)

COM 100 COM INTRODUCTORY SEMINAR

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course presents the Communications and Media Arts program at DCC, transfer options, and career planning strategies, including contemporary trends in mass communication and characteristics for success in the communications and media arts field.

COM 101 INTRO TO MEDIA COMMUNICATION

2 Lecture Hours 2 Lab Hours 3 Credit Hours

COM 101 is a foundation course in the Communications and Media Arts Program. It has a strong theoretical component that asks students to examine and critically analyze the visual, auditory and narrative components of audio-visual media. In the lab sections of this course, students apply the concepts from the lectures as they learn the basic techniques of studio television production and design an appropriate lighting and shooting style for an original short piece that evolves from the students' personal experiences. In the audio module of this course, students use sound objects to create narrative soundscapes. COM 101 provides an introduction to media aesthetics, which empowers students to become both conscious content creators of media and active, literate viewers of media.

COM 103 THE ART AND CRAFT OF EDITING

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an introduction to the basic principles, aesthetics, and techniques of film and video editing. Students will work with a non-linear computer-based video editing program to create a variety of short projects that illustrate different editing techniques.

COM 110 SHORT FILM PRODUCTION

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The course is an introduction to digital media production that familiarizes students with the basic principles, theories and techniques in film production. Students will construct storyboards, write scripts, direct actors, and edit digital short film projects using equipment provided by the College. Prerequisites: COM 101 with a grade of C or better and COM 103.

COM 120 MEDIA WRITING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Com 120 is an introductory course that familiarizes students with the basic principles and techniques of writing for the media. Students will practice informative, persuasive and creative writing, for print media, television, social media, and film. Prerequisite: ENG 101.

COM 140 MEDIA AND MASS COMMUNICATION

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to present students with a comprehensive history of world mass communication. The course will present the impact of media technology on culture, how media industries influence content, and how new media influence and alter the dissemination of information. Prerequisite: ENG 101

COM 210 VISUAL EFFECTS - MOVING IMAGE

3 Lecture Hours 2 Lab Hours 4 Credit Hours

This course offers an introduction to the theory and techniques of visual effects. Emphasis is placed on constructing visual stories. Basic principles and techniques of visual effects production, animated sequences, opening sequences and titles for film, television, and the internet are explored. Students are introduced to the creative process of developing digital visual effects using compositing programs from storyboard to final video. Prerequisites: COM 110 with a grade of C or better AND ART 110 OR ART 112 OR ART 150 OR ART 157

COM 211 DIGITAL FILMMAKING

3 Lecture Hours 3 Lab Hours 4 Credit Hours

In this course in media production and visual effects, students collaborate to cast, film, edit and design visual effects for a short digital film. The course will challenge students to use media production and media compositing skills on an original project. Prerequisites: COM 210 and COM 120

COM 221 MEDIA STRATGS FOR PUBL RELATNS

3 Lecture Hours 2 Lab Hours 4 Credit Hours

This second year concentration course introduces students to concepts and theories in public relations and its connective relationship to journalism. Students will begin applying some of the media skills that they have developed in the COM Program to support public relations efforts for publicizing events on and off campus. Lectures will focus on the relationship between journalism and public relations, public relations planning, media writing for PR and journalism, standards and practices in the PR industry and traditional media, persuasion theory, organization and structure of media networks and effective message distribution in the media, including the utilization of weblogs, YouTube, and other Internet outlets. Pre-requisites: COM 120

COM 222 SOCIAL MEDIA

3 Lecture Hours 2 Lab Hours 4 Credit Hours

In this course, students will learn how to utilize online social media for the purpose of publicity and public relations. Students will analyze major social media platforms, write and design content for social media, and use social media as a platform for communication. Prerequisite: COM 120

COM 233 SOUND DESIGN FOR MEDIA

3 Lecture Hours 2 Lab Hours 4 Credit Hours

The course offers an introduction to sound recording in the context of media production, through an examination of the behavior of sound, basic room acoustics, the design and use of microphones, recording technologies, and sound editing/production systems. Lab projects involve recording wild sound and sound effects, recording of dialogue and voice, and combining various sound elements to create sonic structures used in film, television, radio and games. Prerequisite: COM 101 or MUS 104 or MUS 115

COM 234 BASIC MUSIC PRODUCTION

3 Lecture Hours 3 Lab Hours 4 Credit Hours

The course covers the principles of studio and field music recording using stereo and multi-track techniques. It includes editing, mixing, recording to CD and the use of MIDI instruments. Note: This course covers some advanced technical concepts. Prerequisite: COM 101 or MUS 104 or MUS 115

COM 249 TELEVISION PRODUCTION

4 Lecture Hours 0 Lab Hours 4 Credit Hours

Students are introduced to concepts and techniques for multi-camera and single-camera television production including: screenwriting, story boarding, casting, directing on-camera talent, camera angles, framing, lighting, editing, composing music, adding sound effects and creating titles. Students are required to work on productions inside and outside of class times. Prerequisite: COM 110 and pre- or corequisite of COM 120

COM 250 DIGITAL MEDIA PRODUCTION**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course in digital media production emphasizes visual storytelling, client relations, active listening, problem solving and entrepreneurship. As part of this course, students meet with local non-profit organizations and design a media project to address a communication problem. Students work in small groups to script, film and edit these projects. Students will also complete individual assignments including a budget, a contract, a term paper, an oral report and an internet portfolio of their media work. Prerequisite: COM 110 and pre- or corequisite of COM 120

COM 261 COMM & MEDIA ARTS INTRNSHIP**1 Lecture Hour 8 Lab Hours 3 Credit Hours**

This course enables students to complete an internship in the media or communications industry. The internship may be completed in any aspect of radio, film production, newspaper journalism, public relations, advertising, or other related areas. Prerequisites: COM 110 and COM 120

COM 262 DOCUMENTARY PRODUCTION I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

In this course, students work collaboratively to develop documentary projects. Lectures will address advanced techniques in videography, lighting, logging tapes, editing, and production of graphics appropriate for documentary film. Pre-requisites: COM 110

COM 263 DOCUMENTARY PRODUCTION II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

In this course in documentary production, students work collaboratively to complete a half-hour documentary. This course provides an advanced learning experience, where students apply the skills they have gained in the COM Program in audio and video production, visual effects, broadcast journalism and public relations in the creation of one ambitious project. Lectures will focus on advanced techniques in production, direction, and production management for broadcast journalism. Prerequisite: COM 262.

COM 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, or work experience in the field of communications media. The student's time commitment to the project will be approximately 35-50 hours.

COM 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to COM 271, except that the student's time commitment to the project will be approximately 70-90 hours.

COM 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to COM 271, except that the student's time commitment to the project will be approximately 105-135 hours.

COM 280 OVERSEAS DOCUMENTARY PRODCTN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This hands-on course familiarizes students with the basic principles and techniques of overseas documentary production. Students will research the culture and location for the documentary project, then they will develop skills in camerawork, lighting, sound recording, scriptwriting, directing shoots and logging and digitizing footage as they shoot in another country. When students return to Dutchess, they will begin post-production, create graphics and titles and complete a half-hour documentary to be screened at DCC and aired on local cable channels. The focus and subject of the documentary projects and the international locations will vary. Prerequisite: Permission of the Department.

COMPUTER SCIENCE (CPS)**CPS 100 COMPUTER SCIENCE INTRO SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

Designed specifically for first semester students in the CPS curriculum who are also enrolled in CPS 141 (Introduction to Computer Science and Programming), this course will provide a broad based introduction to the discipline of computer science. Some topics examined will be the history of computer science, computer ethics, and the exploration of some of the different educational and career paths in computer science. The course will also provide information on college study skills and the effective utilization of college resources. Co-requisite: CPS 141.

CPS 141 COMPUTER SCIENCE I**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

Primarily for students in the Computer Science Curriculum. This course introduces the fundamental concepts of programming from an object-oriented perspective. Topics include simple data types, control structures, basic input/output, arrays, strings, methods,

classes, and objects. Problem solving techniques, algorithm design and implementation strategies are also covered. Students will be introduced to object-oriented techniques using the programming language Java. Program and career advising will also be addressed. No prior programming experience is assumed. Co-requisite: MAT184 or higher level math course. Students should also have college level reading and writing skills.

CPS 142 COMPUTER SCIENCE II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course continues the coverage of object oriented programming with an emphasis on using object oriented techniques to develop fundamental data structures. Topics presented include: principles of object-oriented programming (inheritance, polymorphisms and encapsulation); exception handling; stream I/O; data structures (arrays, linked lists, stacks, queues); recursion; searching and sorting algorithms; analysis of algorithms; developing and using generic classes and collections. GUI Applications are also covered. Pre-requisite: CPS141 with a C or better.

CPS 231 COMPUTER SCI III/DATA STRUCTRS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course covers the fundamentals of data structures and software modeling. Topics include: analysis of algorithms (order notation), abstract properties, implementation and use of stacks, queues, linked lists, and binary trees, binary search trees, recursion and efficiency of recursive solutions, range of search (sequential, binary), select (min, max, median) and sort algorithms (quicksort, merge sort, heap sort) and their time and space efficiencies, software quality assurance (pre and post conditions, program testing), and professional responsibilities associated with software development. Prerequisite: CPS 142 with a grade of C or better

CPS 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of computer science or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CPS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to CPS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CPS 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to CPS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

CRIMINAL JUSTICE (CRJ)

CRJ 101 INTRO TO SECURITY ADMIN

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A survey of the principles, methods and techniques of modern private security, including commercial, retail, residential, institutional, industrial settings, etc. An examination of methods of risk management and analysis; security surveys; legal powers and limitations. Prevention of loss from accidents, violence, criminal/civil offenses will be considered, as well as selected aspects of the Occupational Safety and Health Act. Proprietary policy, internal security and problems of civil liability will also be studied. Note: This course meets and exceeds pre-assignment training required for security guards in NY State. Students will complete the pre-employment security guard curriculum as part of this course and have the option to pay the state licensing fee for full certification as a security guard.

CRJ 103 THE CORRECTIONS PROCESS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of the Correctional Systems in the United States, including the ideological and historical roots of the systems, as well as sanctions used in the community. Topics in this course will include probation, parole and intermediate sanctions, as well as those within institutions (jails, prisons, juvenile facilities), and the death penalty.

CRJ 107 COMMUNCATN & CRIM JSTC PROCESS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An examination of criminal justice report writing as a process, with emphasis on blending information, form, and written and oral expression to develop a clear, concise and accurate account of an incident/case. Development of the field notebook in investigations, recording details of search, conducting and presentation of interviews/interrogations; recording of relevant facts and details for purposes of reference and accountability. The process of court presentation and an explanation of factual material will be discussed in the classroom setting. Preparation and presentation of courtroom testimony, and the interview and interrogation process will be considered. Oral presentations to a criminal justice audience will be practiced.

CRJ 141 INTRO TO CRIMINAL JUSTICE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the history and philosophy of law and criminal justice and its evolution to modern times, including the development of organized law enforcement, corrections, criminal and civil law (e.g., Natural law, Common law, Substantive law, Statute law, etc.) The administration of justice is studied as a total system within American society.

CRJ 201 CRIMINAL JUSTICE ORG AND ADMIN**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of organizational principles and theory; applications to the law enforcement agency; motivation; productivity; psychological aspects of police management/supervision; planning processes; decision-making; manpower deployment, patrol methodology, development of police/community relations. Recruitment selection and training. Prerequisite: CRJ 141 or permission of the department

CRJ 206 CRIMIN & SCIENT INVSTGTM**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of techniques and procedures utilized in criminal investigation; survey of instrumentation, identification/processing of trace evidence; use and acceptability of electronic surveillance; use of informants; role of expert witness; special problems in investigations (e.g., organized crime, narcotics traffic, etc.). Prerequisite: CRJ 141 or permission of the department

CRJ 253 ETHICS IN CRIMAL JUSTICE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of ethical issues that the contemporary criminal justice practioner faces; various moral and ethical considerations faced in the different criminal justice settings including law enforcement, courts and corrections. Included will be: individual moral responsibility and behavior, falsification and lying, abuse of force and use of individual selective enforcement. Pre-requisite: CRJ 141 or permission of the department

CRJ 261 WHITE COLLAR CRIME**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will explore both the substantive crimes of 'white collar' workers as well as investigative techniques related to these types of crime. The course will emphasize the key characteristics of economic/white collar crime, including the extent of seriousness, types of offenses and offenders, victim concerns and organized efforts to control and prevent these crimes. Case preparation for prosecution and presentation will engage the judicial process. Prerequisite: CRJ 141 or permission of the department

CRJ 265 CRIMINAL LAW AND PROCEDURE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of federal, state and local law that provides an understanding of the nature and scope of those statutes that law enforcement personnel are mandated to enforce. This will include not only crimes traditionally referred to as 'street crime', but also with equal emphasis on the nature, extent and enforcement of white collar crime. Prerequisite: CRJ 141 or permission of the department

CRJ 266 CONTEMP ISS/PROB CRMNL JUSTICE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An examination of the significant problems and issues impacting the various elements of the criminal justice system. Included will be perspectives on cause and effect relationships, media influence, influence of socio-political structure/events, evolving trends and implications for the future. Prerequisites: CRJ 141 and a minimum of 9 additional credits of CRJ courses.

CRJ 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of criminal justice or related areas. The student's time commitment to the project will be approximately 35-50 hours.

CRJ 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to CRJ 271, except that the student's time commitment to the project will be approximately 70-90 hours.

CRJ 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to CRJ 271, except that the student's time commitment to the project will be approximately 105-135 hours.

COLLEGE SKILLS MATH (CSM)

CSM 093 BASIC MATH SKILLS FOR NUR

2 Lecture Hours 0 Lab Hours 2 Credit Hours

A review of whole numbers, fractions, decimals, percents, ratios, Roman numerals, the metric and apothecary systems of measurement, and the conversions between them. Intended for Nursing students found to be in need of math remediation prior to enrollment into NUR 105. Students will also be required to complete CAI modules in the Learning Center at hours to be arranged (one to three additional hours per week). NOTE: CSM 093 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

COLLEGE STUDY SKILLS (CSS)

CSS 071 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

CSS 071 is a basic learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on developmental programs in study skills, language, reading, computational and math skills, science and the research process. The student's time commitment to the project will be approximately 35-50 hours. NOTE: CSS 071 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

CSS 072 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This course is similar to CSS 071, except that the student's time commitment to the project will be approximately 70-90 hours. NOTE: CSS 072 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

CSS 073 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is similar to CSS 071, except that the student's time commitment to the project will be approximately 105-135 hours. NOTE: CSS 073 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

CSS 085 COLLEGE SUCCESS SKILLS I

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This course prepares students for success in college. Course content focuses on building students' strengths in employing effective study strategies and academic skills, cultivating self-awareness and self-management skills and developing critical thinking and decision making skills necessary to successfully complete college level courses. In addition to class time, the course requires that students spend at least one-hour per week utilizing campus academic support services and attend peer mentor events periodically during the semester. Note: CSS085 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

CSS 095 COLLEGE SUCCESS SKILLS II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course prepares students for success in college. Course content focuses on building students' strengths in employing effective study strategies and academic skills, developing self management skills and fostering critical thinking skills necessary to successfully complete college level courses. This course deals directly with the content of a designated discipline course and encourages students to apply the skills gained to all college courses. Note: CSS095 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status

CSS 097 ADVANCED STUDY SKILLS

2 Lecture Hours 0 Lab Hours 2 Credit Hours

CSS 097 is an advanced college study skills course intended primarily for two groups of students; those needing some instruction in essential study skills but not as thorough or basic an approach as offered in CSS 095 and those having completed CSS 095 and desiring a second semester of study skills. The course will include practical work with note-taking, textbook mastery, library research, report writing, test-taking strategies and the development of vocabulary. When taught in the content-correlated mode, CSS 097 will deal directly with the content of a designated credit course, such as BHS 103, HIS 102, HIS 104, GOV 121, etc. NOTE: CSS 097 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

DANCE (DAN)

DAN 101 FOUNDATIONS OF DANCE

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is an introduction to dance as an art form and its role in history and society. Classes include the fundamentals of movement, the elementary techniques of ballet, modern and jazz dance, and exploration of the elements of rhythm, dynamics and spatial awareness through simple composition and improvisational dance studies.

DAN 102 BALLET TECHNIQUE

0 Lecture Hours 4 Lab Hours 2 Credit Hours

Course content includes the basic positions and adagio and allegro movements of classical ballet. Movement in ballet has a controlled yet graceful quality, which is acquired through repetition of standardized ballet technique. Throughout the course, the student is encouraged to experience and appreciate the art of ballet as a performing art.

DAN 104 MODERN DANCE TECHNIQUE

0 Lecture Hours 4 Lab Hours 2 Credit Hours

This course consists of the technique, history and theory of modern dance. Emphasis is on conditioning the body, developing beginning modern dance skills and acquiring a basic movement vocabulary to promote creative exploration.

DAN 106 JAZZ DANCE TECHNIQUE

0 Lecture Hours 4 Lab Hours 2 Credit Hours

Course content includes the techniques, history and styles of jazz dance. Also included is the development of beginning skills in jazz dance technique with emphasis on body isolations and rhythmic phrasing.

DAN 107 Dance Improvisation

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This class includes beginning dance and movement improvisation as a compositional and performing technique, and the development of skill in improvising dance movement and structuring dance improvisations.

DAN 109 TAP DANCE

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This introductory course covers the basic steps of tap dance technique. Students will learn coordination, rhythmic variations, dynamics, and performance skills through a series of tap dance combinations. Students will also begin to develop creative ability through tap improvisation.

DAN 146 PERFORMANCE & APPLIED DANCE I

0 Lecture Hours 3 Lab Hours 1 Credit Hour

This course emphasizes the development of dance performance skills. Within the structure of the course, the student is exposed to various performance techniques as well as learning specific choreography culminating in a dance concert.

DAN 147 PERFORMANCE & APPLIED DANCE II

0 Lecture Hours 3 Lab Hours 1 Credit Hour

This course further emphasizes the development of dance performance skills. Within the structure of the course, the student is exposed to various performance techniques as well as learning specific choreography culminating in a dance concert. Prerequisite: DAN 146

DAN 201 DANCE HISTORY THRU EARLY 1800S

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course covers the history of dance as a cultural medium with specific attention to the development of dance from prehistoric cultures to the mid-1800's. Topics and dance forms covered include ancient dance and the roots of dance, dance in lineage-based societies, the functions and meaning of dance in early societies, and the beginnings of ballet with a focus on non-Western influences.

DAN 202 DANCE HISTORY 1800 TO PRESENT

3 Lecture Hours 0 Lab Hours 3 Credit Hours

The history of dance as a cultural medium is explored with attention to the development of dance from the 1800's through recent years, along with a study concerning theories of movement. Later developments in ballet and modern dance are discussed along with vernacular dance forms and popular forms of dance in America from the mid-19th century to modern times.

DAN 203 DANCE CHOREOGRAPHY & COMPOSTN**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course consists of dance choreography in practice and theory. Emphasis is on the student finding and creating original movement, creating a dance from that movement and teaching the dance to others in the class. Prerequisites: DAN 146 or DAN 147 or DAN 102 or DAN 104 or DAN 106

DAN 246 PERFORMANCE & APPL DANCE III**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course further emphasizes the development of dance performance skills. Within the structure of the course, the student is exposed to various performance techniques as well as learning specific choreography culminating in a dance concert. Prerequisite: DAN 147

DAN 247 PERFORMANCE & APPLIED DANCE IV**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course further emphasizes the development of dance performance skills. Within the structure of the course, the student is exposed to various performance techniques as well as learning specific choreography culminating in a dance concert. Prerequisite: DAN 246

DAN 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of dance or related areas. The student's time commitment to the project will be approximately 35-50 hours.

DAN 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to DAN 271, except that the student's time commitment to the project will be approximately 70-90 hours.

DAN 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to DAN 271, except that the student's time commitment to the project will be approximately 105-135 hours.

EARLY CHILDHOOD (ECH)**ECH 101 INTRO TO EARLY CHILDHOOD ED****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introductory course focusing on the concepts and foundations of early childhood from infancy through grade two with special attention paid to the child from three to five years of age. Topics include: types of programs and differing philosophies, basics of child development, developmental and learning theory, the role of the teacher, observation, guidance, parent-teacher relationships, environment and curriculum basics. Pre- or Co-requisite: ECH 102.

ECH 102 INTRO SEM: PROG FOR YNG CHLDRN**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

An orientation to the Early Childhood Program and the college community, followed by a study of programs for young children developed through observation in the DCC Laboratory Nursery School and a variety of public and private early childhood settings. Emphasis will be on observation and on components of programs for children birth through 8 years with emphasis on ages 2 through 6. Pre- or Co-requisite: ECH 101.

ECH 107 PREPARING TO TEACH YOUNG CHLDN**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

The study of the skills and concepts needed to enter the classroom as a teacher of young children emphasizing the translation of theory into practice. Topics include: communicating with children and parents, groups and transition times, daily routine, guidance, developing a lesson plan, daily and weekly planning methods, health and safety, initial consideration of evaluation and portfolios as well as personal philosophy and professionalism. Note: This course must be taken with or prior to ECH 108. Prerequisites: ECH 101, ECH 102.

ECH 108 EARLY CHILDHOOD PRACTICUM I**1 Lecture Hour 3 Lab Hours 2 Credit Hours**

Students will experience an extended placement at an early childhood program in the community or at the Laboratory Nursery. Emphasis will be placed on becoming part of a team, assuming routine responsibilities in the classroom as well as specific planning for activities. Students will also attend a weekly seminar class, meet at regularly scheduled conferences during the semester with a field supervisor and complete logs and written assignments as designated. Notes: (1) Transportation to and from practicum sites

is the responsibility of the student. (2) This course is the prerequisite of ECH 205/206 with a grade of 'C' or better. Prerequisites: ECH 101, ECH 102. Pre- or Corequisite: ECH 107.

ECH 111 CURRIC ACTIV FOR YOUNG CHILDREN

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Develops and fosters a creative approach to appropriate activities relative to the young child's total development. A study of meanings and values, as well as the development of skills for practical application. Through play, art, music and rhythms, science and nature, social studies and related activity areas, the student is given the opportunity to explore the possibilities of varied teaching/learning media.

ECH 120 INFANT AND TODDLER CURRICULUM

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will explore infant/toddler development, developmentally appropriate activities designed to promote physical, intellectual, social and emotional growth, curriculum development, teaching techniques and working with diverse infant and toddler families.

ECH 121 INFANT & TODDLER CURRIC FLDWRK

0 Lecture Hours 3 Lab Hours 1 Credit Hour

This course is designed to complement academic course content in ECH 120, Infant and Toddler Curriculum. Students will observe and interact with infants and toddlers. The placements will be made in settings for children ages six weeks through toddlerhood and arranged by the field supervisor assigned. Transportation to field sites is the responsibility of the student. Pre- or Co-requisite: ECH 120.

ECH 131 IN-SERVICE PREP FOR CDA I

4 Lecture Hours 6 Lab Hours 6 Credit Hours

This course will be based on the guidelines for NAEYC's CDA credentialing program. This course, in conjunction with ECH 132, will result in the issuing of a statement of applied academic credit by DCC and will prepare the student for the CDA assessment process of the Council for Early Childhood Professional Recognition (part of NAEYC). The lecture portion of the course will include the study of: introduction to Early Childhood, how children learn and grow, safe and healthy environments, social emotional development, infant/toddler development and curriculum. Additionally, there will be a practicum component at the student's current site of employment. Assignments and observation by field supervisors will support classroom topics. Prerequisite: Permission of the department and student must be employed in the field of early childhood.

ECH 132 IN-SERVICE PREP FOR CDA II

4 Lecture Hours 6 Lab Hours 6 Credit Hours

This course will be based on the guidelines for NAEYC's CDA credentialing program. This course, in conjunction with ECH 131, will result in the issuing of a Statement of Applied Academic Credit by DCC and will prepare the student for the CDA assessment process given by the Council for Early Childhood Professional Recognition (part of NAEYC). The lecture portion of the course will include the study of: physical and intellectual growth, relationships with families, creativity and aesthetics, art and the young child, play and creativity, planning developmentally appropriate activities. Additionally, there will be a practicum component at the student's current site of employment. Assignments and observation by field supervisors will support classroom topics. Prerequisite: ECH 131.

ECH 205 ECH COMMUNITY PRACTICUM

1 Lecture Hour 9 Lab Hours 4 Credit Hours

Students will experience an extended placement at an early childhood program in the community (two mornings per week). Emphasis will be placed on the workplace experience, including working with and relating to all members of staff, understanding the program in the context of the community it serves, working within any fiscal constraints of the program and respecting the educational philosophy of the program in which they are placed. Students will be required to execute learning experience presentations and will be exposed to practical experience in all aspects of program planning for young children. Students will also be required to attend a weekly seminar class, meet at regularly scheduled field supervisor conferences and complete written assignments as assigned. Notes: (1) Either ECH 205 or ECH 206 must be taken as a corequisite of ECH 214. (2) Transportation to and from practicum sites is the responsibility of the student. (3) Students are required to submit a completed physical examination form within two weeks of the beginning of the semester. (4) Students must register for both a lecture and a lab Prerequisites: Successful completion of ECH 107 and completion of ECH 108 with a grade of C or better.

ECH 206 ECH LAB NURSERY PRACTICUM

1 Lecture Hour 12 Lab Hours 5 Credit Hours

Students will experience an extended placement at the DCC Laboratory Nursery. Emphasis will be placed on translating theory into practice through learning experience presentations, curriculum planning, and practical experience in all aspects of programming for young children under supervision of a master teacher. Students will also be required to attend a weekly seminar, a weekly staff meeting following the seminar, meet with the master teacher before and after each practicum session to prepare the classroom environment and discuss classroom issues. Students will complete logs and written assignments and tasks as designated. Notes: (1) Either ECH 205 or ECH 206 must be taken as a corequisite of ECH 214. (2) Transportation to and from practicum sites is responsibility

of the student. (3) Students are required to submit a completed physical examination form within two weeks of the beginning of the semester. Prerequisites: Successful completion of ECH 107 and completion of ECH 108 with a grade of C or better.

ECH 212 LANG & LIT IN EARLY CHILDHOOD

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A survey and evaluation of literature for young children, including discussion of related topics and controversial issues. Focusing on children's picture storybooks, students will evaluate text, illustration, relevance to the child's development and content as well as the development of language through literature, techniques for sharing literature, and major authors and illustrators. Prerequisite: ENG 101.

ECH 214 DEV APPROP PAC: OBSRV & ASSESS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Through observation, assessment and study students will examine the development of children ages birth through 8 years of age in the areas of emotional, social, physical, cognitive, language and creative development. Class work, reading and child observations will be used by the students to consider implications for developmentally appropriate curriculum planning, classroom management and organization. Co-requisites: ECH205 or ECH 206 or EED 207.

ECH 254 DIVERSE ECH/ELEM CLASSROOMS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Students will examine historical perspectives and contemporary issues facing early childhood/childhood educators in America today. Topics will include beginning the development of a philosophy of education through the examination of trends and alternative teaching philosophies, diversity in the classroom, developing an anti-bias curriculum, collaborating with culturally diverse families and New York Learning Standards. Prerequisite: Either ECH 107 and ENG 102 or EED103 with a grade of B- or better and ENG 101 with a grade of B or better.

ECH 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of early childhood or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ECH 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to ECH 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ECH 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to ECH 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ECONOMICS (ECO)

ECO 105 ECONOMIC ISSUES

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course provides students with the fundamentals of economic literacy and understanding. Students will explore such major economic issues as monopolistic power, inflation and recession, government spending and taxation, the banking system and international trade. This course designed for students who anticipate no further formal training in economics.

ECO 121 ENVIRONMENTAL ECONOMICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course examines the key environmental issues facing our planet using basic tools of economic analysis. Although the perspective is global, an emphasis is placed on the disproportionate impact of environmental challenges on the developing world. The course examines pollution, population growth, climate change, water scarcity, international trade, food and resource availability, and policies of sustainable development.

ECO 202 MACROECONOMICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A description of the essential features of the American economic system. The theory of the determination of the level of national income and applications to the problems of inflation, depression and economic growth. The role of monetary and fiscal institutions in implementing public economic growth. The role of the United States in the international economy.

ECO 203 MICROECONOMICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides an overview of how households and firms make consumption and production decisions and how government policies impact them. Topics include: opportunity cost, trade, the principles and applications of supply and demand, elasticity, costs of production, market structures, factor markets and income distribution.

ECO 218 LABOR RELATIONS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introductory study of labor relations and labor's role in the American economy. Topics include the labor force, labor-management legislation, history and structure of unions, collective bargaining, labor market economics, personnel practices and income security laws.

ECO 221 INTRO FINANCL & SECURITY MRKTS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is intended to serve as an introduction to financial markets and the various securities and instruments traded on these markets. It is intended to be an introduction to the subject of investing for the individual investor.

ECO 224 INTERNATIONAL ECONOMICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will provide students with a comprehensive exposition of the basic principles of international economics. The focus will be on the principle of comparative advantage and gains from trade, protectionism, the balance of payments, exchange rate determination, international capital markets and the international trade policy. The course will also address international economic problems and issues facing the United States and the world in the 21st century. Note: It is recommended that students take ECO 202 and ECO 203 before taking ECO 224.

ECO 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of economics and related areas. The student's time commitment to the project will be approximately 35-50 hours.

ECO 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ECO 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ECO 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ECO 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ELEMENTARY EDUCATION (EED)**EED 103 EARLY CHLDHOOD/CHLDHOOD OBSERV****0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course is intended for students anticipating a career in education through a series of guided observations in diverse early childhood and elementary classrooms, designed to support the students' introduction to differing aspects of teaching these age groups. This should be the first course taken as a beginning student of teaching in order to learn about children from preschool through upper elementary. There will be a minimum of 20 hours of observations supported by class time on campus to prepare for and then discuss observations. (1) The observations will be arranged by the instructor. (2) Transportation to and from observations is the responsibility of all students. (3) Students are required to complete and submit a physical examination form within four weeks of the beginning of the semester. Note: This should be taken in the student's first semester.

EED 115 SYMBOLIC REP LANGUAGE & LITRCY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course explores the interaction between symbolic development, language and early literacy acquisition in children birth through five years of age, will explore the developmentally appropriate strategies to encourage language and literacy in very young children. Co-requisite: EED116

EED 116 FIELDWORK I**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

This course is designed to complement academic course content in EED 115 – Symbolic Representation, Language and Literacy. Students will interact with children in infant, toddler, preschool or kindergarten classrooms and have a minimum of one observation

in a classroom with an age group different from their regular placement. The placements will be made and arranged by the field supervisor assigned. Transportation to field sites is the responsibility of the student. Co-requisite: EED 115

EED 207 EED FIELDWORK II

0 Lecture Hours 3 Lab Hours 1 Credit Hour

Designed to complement the academic course ECH 214 – Developmentally Appropriate Practice: Observations and Assessment, this course allows students to participate in pre-school through second grade classrooms, developing competence in observing and assessing children's development and in classroom performance. Students will complete journals, written assignments and tasks as designated by the field supervisor. This course is for EED students only. Note: (1) Transportation to and from practicum sites is the responsibility of the student. (2) Students are required to submit a completed physical examination form within two weeks of the beginning of the semester. Prerequisites: EED 115 and EED 116 Corequisite: ECH 214 or permission of the department

ELECTRICAL TECHNOLOGY (ELT)

ELT 105 DC CIRCUITS

2 Lecture Hours 2 Lab Hours 3 Credit Hours

An introductory course employing applied mathematics for circuit analysis. The fundamental concepts of current, voltage and resistance are the major components of the course. Topics: resistive circuits, Ohm's law, Kirchoff's laws, series circuits, parallel circuits, voltage divider, current divider, superposition, Thevenin Theorem, capacitance, inductance, RL and RC transient circuits, transient response. Prerequisite: MAT 184 or concurrent enrollment therein.

ELT 107 INTRO PROGRAMMING FOR AUTOMATION

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is a study of computer programming for both PC-based and microcontroller applications. Topics include common programming structures such as variables, decisions, repetition, and data files. Prerequisite: Student is at Math Placement Level 2 or higher (see DCC Math Placement Table) Corequisite: It is recommended that ELT 105: DC Circuits or PHS 115: Fundamentals of Electricity be taken as a corequisite to this course, since many of the programming examples are based on circuits calculations.

ELT 115 DIGITAL FUNDAMENTALS

2 Lecture Hours 2 Lab Hours 3 Credit Hours

An introductory course in the building, analysis, and testing of digital electronic circuits used in both computing and control system applications. Topics include binary numbers, binary codes, Boolean algebra, combinational logic, sequential logic, timers and counters, and an introduction to multiplexers, buffers and shift registers. Use of metering tools, such as the oscilloscope, and troubleshooting skills are a priority throughout the course. Prerequisites: Compass Algebra Score of at least 76, OR Integrated Algebra Regents within the last 2 years of at least 85, OR completed DCC Intermediate Algebra Parts I, II and III with a C or higher.

ELT 116 AC AND ELECTRONIC CIRCUITS

3 Lecture Hours 3 Lab Hours 4 Credit Hours

A study of steady state response of circuits containing resistive, capacitive, and inductive elements subject to sinusoidal excitation and basic electronic components. AC Circuits topics include sinusoidal characteristics, impedance, phasors, ac power, and introduction to 3-phase ac, series RLC AC circuit analysis, and series resonance. Electronics topics include basic study of semiconductor devices including diodes and transistors. The dc and ac characteristics of various electronics applications are studied including power supplies, switching and driving circuits, and amplifiers. Prerequisites: ELT 105 and MAT 184, each with a grade of C or better

ELT 117 PNEUMATICS/HYDRAULICS/MECH DRVS

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is a study of hydraulics, pneumatics, and mechanical drives. Prerequisite: ELT 105 or permission of the department

ELT 122 MANUF TOOLS AND PRACTICES

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The focus of this course is the use of and safety involved with tools used by electrical technicians in the field, particularly in manufacturing facilities. Topics include lecture and lab practice with safety equipment such as hazardous voltage protection equipment and lockout/tagout. Tools include hand drills, drill press, thread taps, hole saws, chassis punches, associated hand tools, applicable measuring tools. Students will practice their skills with exercises such as building and wiring an industrial control panel. Pre- or Corequisites: ELT 105 with a grade of C or better or PHS 115 with a grade of B or better.

ELT 203 ELECTRIC POWER SYSTEMS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A course in the transmission and distribution of electrical energy, with a concentration on the components of residential, commercial, and industrial scale electric power systems. Topics include three-phase delta and wye configurations, motor circuits, transformers, distribution and overcurrent protection equipment, and power systems studies. Prerequisite: ELT106 or PHS115

ELT 211 SEMICONDUCTOR PROCESS TECH**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course provides a detailed overview of semiconductor device fabrication. Topics include a review of semiconductor physics and device operations, device fabrication and various process modules. Process modules will focus on vacuum technology, silicon wafer, lithography, deposition, hot process, doping, etching and metallization. Challenges in process integration and device technology will also be discussed. Students are also required to participate in field trips. Prerequisites: CHE 111 and ENT 102, or ELT 108

ELT 213 ELECTRO-MECHANICAL DEVICES**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is a study of electro-mechanical devices, including motors, relays, mechanical gears and linkages, pneumatic components, robotics and an introduction to microsystems. Prerequisite: ELT 106 or permission of the department

ELT 216 AUTOMATION SYSTEMS**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

A study of the computer-based control systems found in a wide variety of industry applications, including their use in manufacturing processes. The course will include a review of control system components, including sensors, relay logic, and programmable logic controllers (PLCs), leading up to a complete study of microprocessor-based control systems. Prerequisites: ELT 213 with a grade of C or better or permission of the department

ELT 217 MOTORS AND ROBOTICS**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is a study of motors including fundamentals of operation, types of dc and ac motors, servo, brushless, and stepper motors, and motor controls. Study of robotics will include teaching and programming a pick-and-place robotic. Hands-on lab activities will be part of all course topics. Prerequisite: ELT 116 or permission of the department

ELT 218 ELECTRONICS II**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is designed to train students in the analysis and application of advanced electronic circuits. Topics include the DC and AC performance constraints of electronic circuits and the implications of those constraints, frequency response and Bode plots, basic electronic circuits using the operational amplifier such as amplifier circuits and comparators, active filter circuits, and oscillator circuits. Practical applications are stressed throughout such as analog-to-digital conversion, digital-to-analog conversion, process control, and modulation. Students will construct, test and troubleshoot circuits, and analyze circuits by computer simulation. Prerequisite: ELT 108 or permission of the department

ELT 231 PHOTOVOLTAIC SYSTEMS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An introduction to photovoltaic applications, design, and practices. Topics covered include photovoltaic industry history and trends, solar radiation, characteristics of solar cells and modules, system components, system sizing and design, economic analysis, electrical and mechanical integration, applicable building codes, regulations and safety, and utility interconnection. 3 credits. Prerequisites: ELT 106 (AC Circuits) or PHY 152 (or equivalent) or permission of the department

ELT 250 ELT CAPSTONE PROJECT**1 Lecture Hour 3 Lab Hours 2 Credit Hours**

A project-oriented course with design and analysis components. Students will propose and produce projects using a combination of theory from analog, digital and electro-mechanical disciplines. Students will use technology for computer simulation and generating schematics. Prerequisites: ELT218 with a grade of C or better and ELT 115.

ELT 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of electrical technology and related areas. The student's time commitment to the project will be approximately 35-50 hours.

ELT 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ELT 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ELT 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ELT 271, except that the student's time commitment to the project will be approximately 105-135 hours.

EMERGENCY MEDICAL TECH BASIC (EMB)

EMB 101 EMT - CLINICAL

0 Lecture Hours 6 Lab Hours 2 Credit Hours

This course offers clinical skills performance in both the laboratory and ambulance to prepare students to provide emergency care to patients in the pre-hospital setting based on the scope of practice defined by the New York State Department of Health and National Highway Traffic and Safety Administration National Emergency Medical Services Education Standards for EMT. Emphasis will be placed on the recognition and treatment of life threatening emergencies. During these rotations the student will focus on medical and trauma patient assessment and basic psychomotor skills covered in the EMT curriculum. Students must achieve a final grade of "C" or better to progress to any course requiring this course as a prerequisite. Any student who has been employed by an agency for a minimum of one year, with a minimum of 16 hours worked per year, may request a waiver of EMB 101 clinical time from Dutchess Community College. Additional information may be found in the EMB 101 Clinical Guidebook. Prerequisite: Current NYS EMT certification Corequisite: BIO 115

EMB 105 EMERGENCY MEDICAL TECHNICIAN

4 Lecture Hours 5 Lab Hours 6 Credit Hours

This course combines didactic, psychomotor lab and clinical observation in a progressive manner to prepare students to provide emergency care to patients in the pre-hospital setting based on the scope of practice defined by the New York State Department of Health and U.S. Department of Transportation Emergency Medical Technician curriculum. Emphasis will be placed on the recognition and treatment of life threatening emergencies. Topics to include: Well Being for the EMT, Medical-Legal Issues, Airway Management, Cardiopulmonary Resuscitation, Patient Assessment, Medical Emergencies, Trauma, Infants and Children and Operations. Students must be certified as a NYS EMT to progress to EMB 101. Students who successfully complete this course will be eligible to take the New York State Department of Health EMT Certification exam. Prerequisite (must be completed prior to this class): Students must reach their seventeenth birthday by the last day of the month in which they are eligible to sit for the NYS certification examination.

ENGLISH (ENG)

ENG 001 CRSE SPCFC STDY SK-ENG 101

1 Lecture Hour 0 Lab Hours 1 Credit Hour

ENG 001 is a study skills course designed for those students who require support in ENG 101, Composition I. ENG 001 work includes practice in the skills necessary for reading non-fiction and for writing effective essays. NOTE: ENG 001 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ENG 002 CRSE SPCFC STDY SK-ENG 102

1 Lecture Hour 0 Lab Hours 1 Credit Hour

ENG 002 is a study skills course designed for those students who require support in ENG 102, Composition II. ENG 002 will include practice in the skills necessary for reading short stories, poetry, and drama and for writing effective analyses of these literary works. NOTE: ENG 002 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ENG 003 COMPOSITION I MODULE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

ENG 003 is designed as a course to be paired with ENG 101. Students take both courses together in order to receive additional support and reinforce the writing skills they will learn in ENG 101. Both ENG 101 and ENG 003 concentrate primarily on expository and argumentative writing; traditional rhetorical modes; and effective composing, revising, and editing strategies. Students in ENG 003 will focus on generating new material, gathering sources for the research paper, drafting, and revising. Students learn to formulate a thesis, use topic sentences, develop ideas, and organize supporting evidence in an essay. Grammar, punctuation, sentence structure, and clear language are emphasized. Prerequisites: WritePlacer score of 3, 4, or 5 or completion of ENG 091 with a grade of C to A-. Corequisite: ENG 101

ENG 085 ESL READING/WRITING I

2 Lecture Hours 4 Lab Hours 3 Credit Hours

This course is designed to teach English-language academic reading and writing skills to students whose first language is other than English and who have at least an intermediate spoken and written skill level in English. This course is the first in a two-semester sequence and is required based on a placement examination and/or for students who have been referred by the English faculty. NOTE: ENG 085 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count toward full-time/part-time status. Prerequisites: Required for students whose native language is other than English, based on placement examination and/or faculty recommendation and open only to them.

ENG 086 ESL LISTENING/SPEAKING I**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is designed to teach English-language academic speaking and listening skills to students whose first language is other than English and who have at least an intermediate speaking and listening skill level in English. This course is the first in a two-semester sequence and is required based on a placement examination and/or for students who have been referred by the English faculty. NOTE: ENG 086 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count toward full-time/part-time status. Prerequisite: Required for students whose native language is other than English, based on placement examination and/or faculty recommendation, and open only to them.

ENG 087 ESL READING/WRITING II**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is designed to teach English-language academic reading and writing skills to students whose first language is other than English and who have at least an intermediate spoken and written skill level in English. This course is the second in a two-semester sequence and is required based on a placement examination, for students who have been referred by the English faculty, and/or for students who successfully completed ENG 085 with a grade of C or better. NOTE: ENG 087 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count toward full-time/part-time status. Prerequisite: Required for students whose native language is other than English, based on placement examination score, teacher recommendation, or successful completion of ENG 085 with a grade of C or better, and open only to them.

ENG 088 ESL LISTENING/SPEAKING II**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is designed to teach English-language academic reading and writing skills to students whose first language is other than English and who have at least an intermediate spoken and written skill level in English. This course is the second in a two-semester sequence and is required based on a placement examination, for students who have been referred by the English faculty, and/or for students who successfully completed ENG 086 with a grade of C or better. NOTE: ENG 088 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count toward full-time/part-time status. Prerequisite: Required for students whose native language is other than English, based on placement score, teacher recommendation, or successful completion of ENG 086 with a grade of C or better, and open only to them.

ENG 091 THE FUNDAMENTALS OF WRITING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to teach the rules of punctuation, mechanics, grammar, and sentence structure. Applying these principles, students will work to develop fluency and accuracy in writing sentences, paragraphs and essays. This course is required of some students on the basis of a placement examination and open to other students who want a basic review course. NOTE: ENG 091 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ENG 092 BASIC PATTERNS OF WRITING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces students to college writing and reviews fundamental grammatical principles. Students begin to learn to formulate a thesis, use topic sentences, develop ideas, and organize supporting evidence in an essay. Grammar, punctuation, sentence structure, and clear language are heavily stressed. This course is required of some students on the basis of a placement examination and open to other students who want a review course. NOTE: ENG 092 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status. Prerequisites: Satisfactory scores in English proficiency tests or completion of ENG 091 or ENG 095 with a grade of C or better.

ENG 095 ENGLISH AS A SECOND LANGUAGE I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course for students whose first language is not English, who have at least an elementary spoken and written knowledge of English, and who need further work on speaking, understanding, reading and writing standard American English. Class sessions will be intensive practice in practical applications of the rules of grammar and in vocabulary building and in basic composition. Required of some students on the basis of placement examination and open only to them. Note: The course is a prerequisite for ENG 096 and 101 for those students referred by the English faculty. NOTE: ENG 095 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ENG 096 ENGLISH AS SECOND LANGUAGE II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The second semester of a two-semester sequence designed for students whose first language is not English and who require further work on writing and reading standard American English in order to be prepared for entrance into the regular composition sequence.

Class sessions will concentrate on advanced grammar, reading comprehension, and basic composition, with supplemental work on speaking and listening skills. Completion of ENG 096 with a grade of C or better will allow students to enter ENG 101. NOTE: ENG 096 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status. Prerequisite: ENG 095 with a grade of C, or departmental approval based on placement test score.

ENG 097X INTEGRATED READING & WRITING

6 Lecture Hours 0 Lab Hours 6 Credit Hours

This course is designed to teach the rules of punctuation, mechanics, grammar, and sentence structure through authentic reading and writing experiences. Applying these principles, students will work to develop fluency and accuracy in writing sentences, paragraphs, traditional short essays and creative writing pieces. This course will improve general reading and writing effectiveness through themed and integrated language arts activities. Students will work to develop confidence and accuracy in their reading and writing through continual guided individual practice. This course is required of some students on the basis of a placement examination and open to other students who want a basic review course. NOTE: ENG 907X is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

ENG 101 COMPOSITION I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

English 101 addresses the major principles of college writing, which are meant to serve students in all the disciplines across the curriculum. The course concentrates primarily on expository and argumentative writing; traditional rhetorical modes; and effective composing, revising and editing strategies. English 101 covers MLA conventions, and a research paper is required. Critical thinking and reading skills are also stressed. Prerequisite: ENG 091 with an A, or ENG 085 with an A and concurrent enrollment in ENG 003, or ENG 087 with an A, or ENG 087 and concurrent enrollment in ENG 003, or English Placement Level 2 with concurrent enrollment in ENG 003, or English Placement Level 3, or high school achievement scores.

ENG 102 COMPOSITION II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A continuation of ENG 101, with further study of the resources of the language through a critical analysis of imaginative forms of writing. Emphasis will be placed upon well organized written composition, factually supported conclusions and awareness of language variety. Effectiveness of expression and validity of judgment in the student's writing are stressed. Genre reading will include fiction, poetry and drama. Prerequisite: ENG 101 with a grade of C or better.

ENG 110 INTRO TO CREATIVE WRITING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to introduce students to three genres of creative writing: poetry, fiction, and creative nonfiction. Students will read representative selections of various forms in all genres, write in all genres, and participate in discussions and workshops. Class time will include instruction, discussions of readings, and group workshops in which students critique one another's original writing.

ENG 201 ENG LIT:PRE-RENAIS/18TH CENTRY

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of significant selections from the Middle Ages through the Age of Reason. The course includes poetry, drama, the essay and the novel. Such literary figures, as Chaucer, Milton, Donne and Pope will be studied. Prerequisite: ENG 102.

ENG 202 ENG LIT: ROMNTC POET/MDRN ERA

3 Lecture Hours 0 Lab Hours 3 Credit Hours

ENG 202 is a survey course with selections from the romantic period to the present. Such figures as Wordsworth, Keats, Browning, Yeats and Eliot will be studied. Prerequisite: ENG 102.

ENG 203 LIT OF US:COLONIAL/CIVIL WAR

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of significant selections from the Colonial Period to the Civil War, including poetry, essays, short stories and novels with emphasis on Hawthorne, Thoreau, Melville, Poe and Whitman. Prerequisite: ENG 102.

ENG 204 LIT OF US:CIVIL WAR TO WW II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A survey course beginning with a study of writers such as Twain and James as representatives of the Realistic Period, and extending to writers such as Hemingway, Faulkner and Eliot as representatives of the Modern Period. Prerequisite: ENG 102.

ENG 205 18TH AND 19TH CENTURY NOVEL**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study and interpretation of representative novels in English and in translation through the nineteenth century. Prerequisite: ENG 102.

ENG 206 20TH AND 21ST CENTURY NOVEL**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Twentieth and twenty-first century novels in English and in translation. Prerequisite: ENG 102.

ENG 207 EARLY DRAMATIC LITERATURE: CLASSICAL/ROMAN**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of significant selections from the literature of the theatre in English and translation, this course acknowledges the debt of classical theatre while it emphasizes British drama, especially comedy, of the early modern period through the nineteenth century. Prerequisite: ENG 102.

ENG 208 MODERN DRAMA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of significant selections from the literature of the theatre in English and in translation from Ibsen to the present. Authors may include Chekhov, Shaw, Strindberg, Brecht, Miller, O'Neill, Beckett, O'Casey, Pinter and Stoppard. Prerequisite: ENG 102.

ENG 209 CREATIVE WRITING: FICTION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course in which the student practices various forms of fiction writing. Direction in the assembling of fictional material and in the reading of fiction to gain an understanding of the creative process as it applies to writing. Pre- or Co-requisite: ENG 102 or permission of the department

ENG 210 CREATIVE WRITING: POETRY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course in which the student practices various forms of poetic composition. Direction in the assembling of poetic material and in the ordering of that material to achieve appropriate sounds and sense. Pre- or Co-requisite: ENG 102 or permission of the department

ENG 211 INTRODUCTION TO JOURNALISM**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course in which the student practices reporting and writing news for print journalism. Direction in observing events, interviewing people, researching information, writing straight-news and feature articles, formal editing, and critical analysis. Prerequisites: ENG 101 and 102, or permission of the department

ENG 212 GREEK/ROMAN LITERATURE TRANSLATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of significant selections from the works of such authors as Homer, Sappho, Theocritus, Aeschylus, Sophocles, Plato, Aristotle, Lucretius, Catullus, Vergil, Horace, Juvenal, Plautus and Seneca. The literary forms read include poetry, drama, satire, literary criticism and fiction. Prerequisite: ENG 102.

ENG 213 ASIAN LITERATURE IN TRANSLATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of selected literary works from Japanese, Chinese and Indian literature. Emphasis will be on modern literature. The literary forms read will be novels, short stories, drama and poetry in English. Prerequisite: ENG 102.

ENG 214 WRITING CREATIVE NON-FICTION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

In this course the student will practice various forms of creative nonfiction with particular focus on memoir, portrait, and narrative journalism. Combining observation, reflection, and research, the student will produce original writing, with emphasis placed on drafting, peer workshopping, and revision. The student will read and discuss published pieces from the creative nonfiction genre. Pre- or corequisite: ENG 102 or permission of the department

ENG 215 MODERN POETRY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of selected modern poets chosen to illustrate the significance of various influences upon the contemporary poetic scene. A consideration of the techniques available to the modern poet and of the relation of the poem's meaning to its sound. Prerequisite: ENG 102.

ENG 216 THE SHORT STORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is a study of the development of the short story from its beginnings in the nineteenth century to the present day. The works of a number of authors are studied. Emphasis is placed on how contributions by these significant individual authors changed the focus and altered the purpose of the short story during its brief history. Prerequisite: ENG 102.

ENG 218 ADV COMP/PEER TUTORNG WRT**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course is designed for capable student writers who wish to improve their writing skills in advanced composition and to learn approaches to tutoring in order to assist other students who have writing concerns. In this course, students will study different approaches to composition and the various types of writing in the disciplines. They will write essays, journals, case studies and critiques of other students' writing. In evaluating their tutoring, they will use role playing and peer review. The instructor will supervise tutorial work regularly. Students will be required to work two hours per week in the Writing Center in order to earn the lab credit. Students who have successfully completed the first five weeks of the course may be selected to begin their paid tutoring position for hours worked beyond the two required hours. After successful completion of English 218, matriculated DCC students can continue working at the Writing Center for the remainder of their DCC academic career. Prerequisites: Completion of the composition series, ENG 101 and 102, with a grade average of B or better

ENG 221 RUSSIAN LIT IN TRANSLATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course exploring the literature of Russia, using major authors to reveal the intellectual, social and philosophical forces that helped mold 19th Century Czarist Russia, influenced the post-Czarist U. S. S. R. and modern Russia. Prerequisite: ENG 102.

ENG 223 WOMEN IN AMERICAN LITERATURE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course explores conscious and unconscious stereotypes of women in literature by men and women. Emphasis is placed on critical analysis of selected works from traditional and feminist points of view. Prerequisite: ENG 102.

ENG 224 AFRICAN-AMERICAN & BLACK LIT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Through a study of selected works from African-American and Black Diasporic writers of the novel, short story, drama, autobiography and poetry, students will engage in an exploration of Black authors in the United States and globally. This course will address the diversity of Black communities as they encounter concepts like Black Womanhood and Black Masculinities, Black Joy, Class, Colorism, Black Sexualities and queerness, Disability, Misogynoir, Black Migrations and movements toward Social Justice in resistance to antiblackness highlighting the connections between present and past cultural issues impacting Black communities. Prerequisite: ENG 102.

ENG 225 ISSUES/IDEAS IN CARIBBEAN LIT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces students to issues and ideas in Caribbean literature. Poetry, prose, short stories, plays and criticisms from English, Dutch, French and Spanish speaking islands will be discussed. Students will be introduced to ideas in magical realism, creolization, pastoralism and assimilation as they appear in the stories of the people. By using structural, feminist, reader response and new historicism analysis, students will discuss the presentation of the African diaspora. Prerequisite: ENG 102.

ENG 226 POPULAR CULTURE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course critically examines selected examples of popular culture and popular art including fiction, non-fiction, music and film. Emphasis is placed on how print and electronic media transmit and circulate popular culture. Prerequisite: ENG 102.

ENG 227 FILMS AND LITERATURE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course in which the student examines the relationship between films and literature. Direction in the reading of literary works, the viewing of films based on these works, and the comparison and contrast of the two. Prerequisite: ENG 102.

ENG 229 LIT OF THE HUDSON RIVER VALLEY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The Hudson River Valley has produced a rich body of literature which includes poetry, nonfiction, short fiction and novels. Students will read selected works from this literature, including fiction by Cooper, Irving, T.C. Boyle, William Kennedy and non-fiction works by landscape painters, landscape artists, naturalists and travelers in the region. Prerequisite: ENG 102.

ENG 230 SHAKESPEARE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of Shakespeare's drama and poetry. Readings include tragedies, histories, comedies, romances and sonnets. Shakespeare's work is examined both in relation to Elizabethan/Jacobean culture and history and as it has been received and understood through the present. Prerequisite: ENG 102.

ENG 231 LIT OF CREATIVE NON-FICTION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The literature of creative non-fiction is a course in which the student reads and evaluates a wide variety of writing forms and styles in the literature of fact. Creative non-fiction includes selections of literary diaries and journals, literary memoirs, personal essays, literary journalism, nature writing, literary travel writing, science essays and creative cultural criticism. Prerequisite: ENG 102

ENG 232 GRAPHIC NARRATIVE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course explores the development, theory, and achievement of the medium of graphic narrative, in which narrative arises from the interplay of sequential images and words. Topics studied include the growth of the medium (from the comics tradition to book-length graphic novels, graphic memoirs, graphic reportage, and other forms), the nature and possibilities of its formal conventions, connections to the novel and to film, and emerging directions (including the impact of the Internet and other new technologies). The formal elements of several graphic narratives, as well as the social and historical issues they address, will be studied. 3 Lecture, 0 Lab, 3 Credit Hours. Prerequisite: ENG 102.

ENG 233 INTRO TO CULTURAL STUDIES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is an introduction to the diverse field of cultural studies. It will explore the systems of power that exert influence on individual and collective experiences. The course will analyze the construction, dissemination, and consumption of cultural norms and practices, especially resistance to those practices and power structures. Cultural Studies theory will be applied to various multidisciplinary texts. Prerequisite: ENG 102

ENG 234 INTRO TO WOMEN'S STUDIES**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is an introduction to the field of Women's Studies. It will examine the ways in which feminist critical analysis modifies and extends the fields of inquiry of various academic disciplines. The course will present a history of the feminist movement and probe how women's lives today are defined and impacted by societal forces such as politics, the economy, the media, the health care system, religion, and education. Prerequisite: ENG 102

ENG 263 CONTEMPORARY LITERATURE OF US**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of American novels, poetry and short stories written from 1945 to present, chosen for both their literary excellence and their multi-cultural perspectives, including such writers as Morrison, Mason, Silko, Roth, Cheever, Plath, O'Connor, Bellow, Rivera, Sanchez, Tan and Hong-Kingston. Prerequisite: ENG 102.

ENG 264 CONTEMPORARY INTERNATIONAL LIT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Designed for Honors students, this course includes the works of significant contemporary international authors from countries such as those in Africa, Eastern Europe, the Middle East, the Far East and Latin America. The genres studied may include poetry, novel, short story, autobiography, memoirs and essays. Writing, discussion and independent research are emphasized. Prerequisites: ENG 101 and 102 or permission of the department

ENG 267 SELECTED GLOBAL LITERARY STUDY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course deals with a selected literary question chosen for its significance, its potential for contributing to the intellectual development and literary understanding of the participants, and with geographic and/or cultural areas defined by the College as meeting its definition of 'Global Perspective'. Prerequisite: ENG 102.

ENG 268 LITERARY STUDIES I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course deals with a selected literary question chosen for its significance and its potential for contributing to the intellectual development and literary understanding of the participants. The topic will differ from the topic for ENG 269. Prerequisite: ENG 102

ENG 269 LITERARY STUDIES II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course deals with a selected literary question chosen for its significance and its potential for contributing to the intellectual development and literary understanding of the participants. The topic will differ from the topic for ENG 268. Prerequisites: ENG 102.

ENG 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, travel, work experience or other activities that advance the student's knowledge and competence in writing, literature, or related subjects. The student's time commitment to the project will be approximately 35-50 hours.

ENG 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ENG 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ENG 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ENG 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ENG 280 OVERSEAS STUDY: CARIBBEAN LIT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This is a study-abroad course that takes students to a Caribbean island for ten days to study the culture. This includes a look at the religion, education, traditions, customs, politics, arts, entertainment and celebration. Students will read and critically analyze a novel, a play and poetry from this island and write a major paper synthesizing this material. Prerequisites: ENG 101 and ENG 102.

ENGINEERING (ENR)**ENR 100 ENGINEERING INTRO SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

Designed for students in the Engineering Science (ENR) curriculum, this course will focus on personal development and effective strategies for successful completion of the AS degree. Personal educational goals and curriculum management, transfer and employment opportunities, technical reading and writing, math and computer skills, communication skills and using college resources will be among the topics examined in the seminar.

ENR 101 INTRODUCTION TO ENGINEERING**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

An introduction to the field of engineering. Topics include exploring the various engineering disciplines, engineering analysis and design methods, engineering economics and statistics, engineering ethics, the impact of engineering on society, life long learning, and using engineering tools in practice. These concepts are emphasized and applied in hands on problem solving situations that require teamwork, research and documentation. Students will create a design for manufacturing prototype and deliver their design solution results through the engineering reporting process. Co- or Prerequisite: MAT 184

ENR 102 COMPUTER PROGRAMMING FOR ENGRS**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

A course in computer programming using a high level programming language as a tool to solve engineering problems. Topics include programming structure, decisions, repetition, arrays, functions, data files, addresses and pointers and object oriented design. Prerequisite: MAT185 or MAT221 or MAT222 or MAT223 or MAT224.

ENR 201 INTRO ELEC CIRCUITS & NETWORKS**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course provides the student with the basic tools needed to analyze the circuits and systems he/she will encounter in electrical engineering. Topics include basic circuit concepts, Kirchhoff's Laws, basic network topology, mesh analysis, nodal analysis, superposition, Thevenin's Theorem, Norton's Theorem, maximum power transfer, initial conditions, the classical solutions of first and second order differential equations, sinusoidal steady state analysis, Phasor concepts, impedance and admittance, effective values, phasor diagrams, AC power relationships, power factor, apparent and complex power, pf correction, and 3-phase circuits. Laboratory assignments will require students to analyze data using computer programming skills, use of the software package Multisim for circuit analysis, and practice writing both formal and informal reports. Prerequisite: Proficiency with computer software including word processing and spreadsheets. Corequisite: MAT 223 and PHY152.

ENR 204 MECHANICS OF MATERIALS**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

A first engineering-level course in the mechanics of materials. The major emphasis is on how materials react in the elastic range of stress before permanent deformation takes place. Computer analysis is included where appropriate. Topics include the basic concepts of stress and strain, properties of various materials, working stress, factors of safety; torsional and flexural stresses; analysis of beams and columns, combined stresses, and welded, bolted and riveted connections. Both English and SI units are used. Prerequisite: ENR 208

ENR 207 ENGINEERING MATERIALS SCIENCE**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

This course is a study of the fundamental characteristics of solid materials and their applications in engineering. Included are crystalline and noncrystalline materials; metals, ceramics, polymers and composites. The course analyzes the mechanical, thermal, optical, electrical, magnetic and surface properties of various materials. A design project is required. Note: Students must register for both a lecture and a lab. Prerequisites: CHE 121 and PHY 152 or permission of the department

ENR 208 ENGINEERING STATICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of static force systems. Vectorial and conventional techniques are used in problem solving. Topics included are: properties of force systems, free-body analysis, particles, rigid bodies, trusses, frames and machines, internal forces in structural members, properties of area and mass, and friction. Prerequisites: PHY 151 and MAT 222.

ENR 209 ENGINEERING DYNAMICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of dynamic force systems. Vectorial and conventional techniques are used in problem solving. Topics included are: properties of force systems, free-body analysis, particles, rigid bodies, properties of area and mass, kinematics, kinetics, energy methods and momentum methods. Prerequisite: ENR 208 or permission of the department

ENR 215 SURVEYING I**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is an introduction to the field of surveying. Students will learn what surveying encompasses and what further course of study is required to become licensed as a Professional Land Surveyor. Students will learn how to use modern land surveying equipment such as automatic levels, total station theodolites, and GPS (Global Positioning Systems). Students will learn how the use of field equipment information is integrated into the production of topographic maps. During this entire process, students will be introduced to the standards of map making and the fundamentals of land surveying. There is no prerequisite, but students should have basic knowledge of algebra, geometry and trigonometry functions. This course is cross-listed and may be taken as either ENR 215 or SUR 215.

ENR 216 SURVEYING II**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is a continuation of Surveying I. The student will gain additional experience in the use of modern surveying equipment and how the data collected is processed into maps. The student will also be introduced to the fundamentals of land surveying as applied to the process of preparing a construction survey used for design purposes. The student will learn and be required to work within national mapping standards at all times. This course is cross-listed and may be taken as either ENR 216 or SUR 216. Prerequisite: Successful completion of SUR/ENR 215 and co- or prerequisite of ARC 104

ENR 220 DIGITAL CIRCUIT DESIGN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course focuses on the design of digital electronic circuits used in both computing and control applications. Topics include Boolean algebra and reduction, Karnaugh mapping, design using FPGA CPLDs, arithmetic circuits including the ALU, state machine design, multiplexing, memory and addressing, and the processor clock cycle. Prerequisites: ELT 115 with a grade of C or better, or permission of the department

ENR 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of engineering or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ENR 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ENR 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ENR 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ENR 271, except that the student's time commitment to the project will be approximately 105-135 hours.

ENGINEERING TECHNOLOGY (ENT)

ENT 131 TECHNICAL DRAWING

1 Lecture Hour 1 Lab Hour 1 Credit Hour

This course provides an introduction to the field of engineering drawing and sketching. Topics include 3-dimensional sketching, orthographic projection, sectioning, isometric presentation, dimensioning and labeling. The student will be introduced to specifications, schematic drawings and the machine shop processes. Assignments will be completed using hand sketching and Computer Assisted Drafting.

ENT 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of engineering technologies or related areas. The student's time commitment to the project will be approximately 35-50 hours.

ENT 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to ENT 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ENT 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to ENT 271, except that the student's time commitment to the project will be approximately 105-135 hours.

EXERCISE, SCI., WELLNESS (ESW)

ESW 100 ESW INTRODUCTORY SEMINAR

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course introduces students to the field of Exercise Science and Wellness and assists them in making decisions leading to a successful career in the field of Exercise Science and Wellness. It provides an overview of the education and training needed, preparation for certification examinations, career opportunities and possible transfer options.

ESW 101 INTRO TO EXERCISE PHYSIOLOGY

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This course is part of the A.S. degree in Exercise Science and Wellness. It will examine how the body functions under conditions of exercise stress. Students will study the practical implications of muscle function, cardio-respiratory function, training techniques and the effects of the environment.

ESW 201 EXERCISE TESTING

2 Lecture Hours 3 Lab Hours 3 Credit Hours

This course is designed for the A.S. degree in Exercise Science and Wellness. The student will learn to assess cardiorespiratory endurance, body fat, muscular strength, muscular endurance, flexibility, pulmonary function, and blood pressure, and to evaluate the results of such tests. Students will be instructed on how to perform a complete health history on a client, the legal issues they would be presented with, and how to interpret these results to the client. Prerequisite: ESW 101

ESW 202 EXERCISE PRESCRIPTION

2 Lecture Hours 3 Lab Hours 3 Credit Hours

This course is designed for the A.S. degree in Exercise Science and Wellness. The student will learn the effects of exercise on special populations and to modify exercise based on age and medical conditions. It will also focus on training the student to utilize many pieces of equipment and how to keep the client motivated. The special populations and conditions to be discussed will include clients with coronary heart disease, diabetes, hypertension, asthma, obesity, pregnancy, arthritis, and low back pain. Special populations to be studied will include seniors and children. An additional lab hour will be spent on hands-on experience in our fitness center. Students will apply all clinical experiences to the clients in the center. The course may include placement in a local fitness center. Prerequisite: ESW201

ESW 203 PERSONAL TRAINING CERTIFICATN

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course teaches concepts of personal training as laid out by the National Council on Strength and Fitness. The course will have a close examination of functional anatomy, biomechanics, muscle physiology, nutrition, body composition and overall physical fitness and health. The final written examination at the end of this course will be the certification exam for personal training offered by the National Council on Strength and Fitness.

ESW 204 SPORTS NUTRITION SPEC CERTIF**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The NCSF Sports Nutrition Specialist Course builds upon foundational knowledge related to nutrition by exploring the intricacies of improving sports performance through adjustments to dietary practices. The course will provide the scientific basis for sports nutrition and covers the principles, background and rationale for current sports nutrition guidelines. Prerequisite: BIO 122

ESW 205 STRENGTH COACH CERTIFICATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course teaches concepts of strength and conditioning as laid out by the National Council on Strength and Fitness. The course will examine functional anatomy, biomechanics, muscle physiology, nutrition, body composition and overall physical fitness and health. The final written examination at the end of this course will be the certification exam for strength coach offered by the National Council on Strength and Fitness.

ESW 206 HEALTH-RELATED FITNESS DESIGN**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course will introduce students to the concepts of health-related fitness. Students will assess their fitness, participate in and learn to execute activities to develop or maintain fitness, and design a personalized exercise program.

ESW 207 CARDIO-RESP FTNS ASSES & DESGN**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course will focus on cardiorespiratory physiological concepts related to aerobic capacity. Focus will be on the assessment of an individual's aerobic capacity and the application of this data in designing an effective aerobic exercise program. Guidelines from the American College of Sports Medicine will be implemented. Prerequisite: ESW 201

ESW 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of exercise science and wellness and related areas. The student's time commitment to the project will be approximately 35-50 hours.

ESW 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ESW 271 except that the student's time commitment to the project will be approximately 70-90 hours.

ESW 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ESW 271 except the student's time commitment to the project will be approximately 105-135 hours.

FILM STUDIES (FLM)**FLM 243 WORLD FILM****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course offers an introduction to the history of film and will focus primarily on World Cinema: film from non-Western nations and films by non-traditional voices in the US and Europe. Lectures will relate significant political events and social issues to current and historical films. The objective of this course is to familiarize students with the history, institutions, economy, society and culture of other world civilizations through screening and discussing narrative films from these cultures.

FLM 244 SCREENWRITING**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This intermediate level course introduces students to the theory and techniques of screenwriting with extensive lectures on how to construct a story. The objective is to familiarize students with the basic principles and techniques of writing fiction for film and television. Students develop original stories and acquire a basic understanding of how to write a screenplay. Prerequisites: ENG 101 Pre- or corequisite: ENG 102

FLM 246 AMERICAN CINEMA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course offers an introduction to American Cinema. Lectures will relate significant political events and social issues to current and historical films. The objective of this course is to familiarize students with the history of American film, the film industry, and American film as it relates to American culture.

FRENCH (FRE)

FRE 101 ELEMENTARY FRENCH I

3 Lecture Hours 1 Lab Hour 3 Credit Hours

Study of the sounds of French. Imitation and adaptation of structural models to make simple statements. Development of four skills: listening, speaking, writing and reading. Grammar is studied in the context of structural patterns; grammatical explanations are kept to a minimum. The emphasis of the course is on understanding French when it is spoken and speaking it in realistic everyday situations. Open only to students who have not studied French. Native speakers should contact the department to determine their level as well as the courses open to them for credit. Note: Students must register for both a lecture and a lab.

FRE 102 ELEMENTARY FRENCH II

3 Lecture Hours 1 Lab Hour 3 Credit Hours

Direct continuation of FRE 101. Writing skills developed through exercises on a given topic. Grammatical explanations continue to be kept to a minimum. Basic patterns of communication and overall structures are stressed. The emphasis of the course remains on understanding and speaking French in realistic everyday situations. Note: Anyone unsure of his or her level should contact the department. Native speakers should also contact the department to determine their level as well as the courses open to them for credit. Prerequisite: FRE 101 or permission of the department

FRE 199 FRENCH REVIEW

3 Lecture Hours 1 Lab Hour 3 Credit Hours

A course designed for students with one or more years of high school French who do not feel ready for FRE 201. The course is a general review of basic French grammar and patterns of communication. The emphasis is on understanding and speaking French. Writing is used to consolidate learning. The content of FRE 101 and FRE 102 is covered in one semester. Note: Native speakers should contact the department to determine their level as well as the courses open to them for credit. Students must register for both a lecture and a lab. Prerequisite: Permission of the department

FRE 201 INTERMEDIATE FRENCH I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Direct continuation of FRE 102 and FRE 199. Consolidation of basic skills: understanding, reading, speaking and writing. Emphasis on accuracy in speaking and writing as well as understanding complex French. Emphasis is also placed on content of speaking or writing (critical analysis of foreign culture). Note: Native speakers should contact the department to determine their level as well as the courses open to them for credit. Prerequisite: FRE 102 or 199 or permission of the department

FRE 202 INTERMEDIATE FRENCH II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Direct continuation of FRE 201. Consolidation of basic skills: understanding, reading, speaking and writing. Emphasis on accuracy in speaking and writing as well as understanding complex French. Emphasis also on content of speaking or writing (critical analysis of foreign culture). Note: Native speakers should contact the department to determine their level as well as the courses open to them for credit. Prerequisite: FRE 201 or permission of the department

FRE 204 FRENCH CULTURE AND LANGUAGE I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An intensive course, three hours per day, five days per week, to be offered in France or in a French-speaking country. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval of the department.

FRE 205 FRENCH CULTURE AND LANGUAGE II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An intensive course, three hours per day, five days per week, to be offered in France or in a French-speaking country. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval of the department.

FRE 208 CLTRL APP-FOREIGN LANG SKILLS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A cultural project which offers students the opportunity to learn about language in a non-traditional set up, to be creative and innovative, to relate language to culture, and to test their skills in a communicative manner while rendering a service to the community. Since the course offering changes every year, students should inquire from the department as to what the focus is for that specific semester. Open to students of Spanish or Italian or French. Students to select one language. Prerequisite: FRE 102 or 199 or permission of the department

FRE 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, work experience, or other activities that advance the student's knowledge and competence in the French language. The student's time commitment to the project will be approximately 35-50 hours.

FRE 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to FRE 271, except that the student's time commitment to the project will be approximately 70-90 hours.

FRE 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to FRE 271, except that the student's time commitment to the project will be approximately 105-135 hours.

FRE 301 ADVANCED FRENCH I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Advanced French conversation and composition. Materials selected from current French newspapers and magazines as well as French and Francophone literature. Review of advanced French grammar. Prerequisite: Permission of the department

FRE 302 ADVANCED FRENCH II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Continuation of FRE 301. Advanced French conversation and composition. Materials selected from current French newspapers and magazines as well as French and Francophone literature. Review of advanced French grammar. Prerequisite: Permission of the department

GEOGRAPHY (GEO)**GEO 101 GEOGRAPHY EUROPE/MIDEAST/AFRICA****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A survey of the human, physical, and cultural factors which influence population, distribution, and economic and political activities in Europe, Russia, Sub-Saharan Africa, North Africa, and the Middle East. Special emphasis is placed on the environmental, demographic, and economic impact of globalization and climate change.

GEO 102 GEOGRAPHY ASIA/PACIFIC/WESTERN HEM**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A regional survey of North America, the Pacific Rim, Middle America, South America, South Asia, China and Southeast Asia. This course considers the cultural, physical, political, economic, urban, historical and human geography of these regions.

GEO 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of geography or related areas. The student's time commitment to the project will be approximately 35-50 hours.

GEO 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to GEO 271, except that the student's time commitment to the project will be approximately 70-90 hours.

GEO 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to GEO 271, except that the student's time commitment to the project will be approximately 105-135 hours.

GERMAN (GER)**GER 101 ELEMENTARY GERMAN I****3 Lecture Hours 1 Lab Hour 3 Credit Hours**

Presentation of basic constructions and sentence patterns. Stress is on spoken German and imitation of overall structures in simple reading exercises. Grammar studied in the context of structural patterns. Writing exercises based on reading material. Supervised and independent language laboratory practice of speech patterns to provide a strong basis for good command of the language. Open only to students who have not studied German or who have permission of the department.

GER 102 ELEMENTARY GERMAN II

3 Lecture Hours 1 Lab Hour 3 Credit Hours

Continuation of GER 101. Intensive practice to develop skill in writing, reading, listening and speaking about realistic everyday situations. Original composition practice on given topics. Supervised and independent language laboratory practice. Prerequisite: GER 101 or permission of the department.

GER 201 INTERMEDIATE GERMAN I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Study of more complicated structure based on selected reading from representative authors, modern and classical. Simple stories used as a basis for the study of German culture and conversational practice. Language laboratory work. Special arrangements made for students interested in reading scientific German. Prerequisite: GER 102 or permission of the department.

GER 202 INTERMEDIATE GERMAN II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Continuation of GER 201. Language laboratory work. Prerequisite: GER 201 or permission of the department.

GER 271 2

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, work experience, or other activities that advance the student's knowledge and competence in the German language. The student's time commitment to the project will be approximately 35-50 hours.

GER 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to GER 271, except that the student's time commitment to the project will be approximately 70-90 hours.

GER 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to GER 271, except that the student's time commitment to the project will be approximately 105-135 hours.

GER 301 ADVANCED GERMAN I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of selected classics and modern literary works. Advanced syntax, intensive practice in writing acceptable German. Creative expression in speaking and writing. Conversation practice. Prerequisite: GER 202 or permission of the department.

GER 302 ADVANCED GERMAN II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Continuation of GER 301. Advanced syntax and conversation. Language laboratory work. Prerequisite: GER 301 or permission of the department.

GEOLOGY (GLG)

GLG 105 INTRO TO PLANETARY GEOLOGY

3 Lecture Hours 2 Lab Hours 4 Credit Hours

This course will introduce students to the fascinating geology of planets, dwarf planets, moons, asteroids, meteorites and comets within our Solar System. In addition students will study the current and past missions to these bodies. Topics covered in the classroom will include planetary formation, geomorphology, atmospheres and potential for future habitations. In addition, students will be introduced to new information regarding exo-planets and their associated exo-solar systems.

GLG 121 PHYSICAL GEOLOGY

3 Lecture Hours 2 Lab Hours 4 Credit Hours

An introduction to the fundamental principles that shape planet earth. Emphasis is placed on understanding the processes of weathering and erosion, the origin of earthquakes, the formation of mountains and volcanoes and the drifting of continents. Laboratory study of common minerals and rocks and features of topographic and geologic maps. Field trips to significant geological localities are an integral part of the laboratory program.

GLG 124 THE EARTH THROUGH TIME

3 Lecture Hours 2 Lab Hours 4 Credit Hours

The study of the origin and evolution of planet earth and its life through geological time. Special emphasis is placed on the development of North America, employing the newest concepts of plate tectonics and sea floor spreading. Laboratory study of fossils, geologic maps and structures. Field trips to significant geological localities are an integral part of the laboratory program.

GLG 126 ENVIRONMENTAL GEOLOGY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

The study of local, regional and global perspectives of environmental geological issues while focusing on earth materials and processes. Emphasis will be placed on both hazardous natural earth processes and man related environmental problems and solutions. Topics such as earthquakes, volcanic activity, flooding, landslides, groundwater pollution, soil pollution and mineral resource issues will be investigated. Laboratory and field labs work will be supplemented by field trips.

GLG 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of geology or related areas. The student's time commitment to the project will be approximately 35-50 hours.

GLG 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to GLG 271, except that the student's time commitment to the project will be approximately 70-90 hours.

GLG 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to GLG 271, except that the student's time commitment to the project will be approximately 105-135 hours.

GLG 291 FIELD GEOLOGY STUDY I**0 Lecture Hours 3 Lab Hours 1 Credit Hour**

An opportunity to learn about geological principles and processes through direct field study in a specific area or region. The student would be expected to do assigned readings in preparation for the trip and to attend one or more study sessions prior to their participation in the trip. At the end of the field study, the student will prepare and submit a field trip report. Students will be expected to bear certain costs for camping and travel. Each field study will have a specific title and description, depending on the area or region to be visited. The student's time commitment to the course will be approximately 35-50 hours. Prerequisite: GLG 121 or PHS 102 or permission of the department

GLG 292 FIELD GEOLOGY STUDY II**1 Lecture Hour 3 Lab Hours 2 Credit Hours**

Similar to GLG 291, except that the student's time commitment to the course will be approximately 70-90 hours. Prerequisite: GLG 121 or PHS 102 or permission of the department

GLG 293 FIELD GEOLOGY STUDY III**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

Similar to GLG 291, except that the student's time commitment to the course will be approximately 105-135 hours. Prerequisite: GLG 121 or PHS 102 or permission of the department

GLG 294 FIELD GEOLOGY STUDY IV**2 Lecture Hours 6 Lab Hours 4 Credit Hours**

Similar to GLG 291, except that the student's time commitment to the course will be approximately 120 - 140 hours. Prerequisite: GLG 121 or PHS 102 or permission of the department

GOVERNMENT (GOV)**GOV 121 AMERICAN NATIONAL EXPERIENCE****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course dealing with the philosophy, structure, functions and processes of our national government. Topics include the methods of political and historical analysis, the machinery of government, the political process and political behavior. Historical events and personalities in American politics will be used to illustrate the issues and processes of American government. The course will fulfill the History, Government, Economics requirement for Liberal Arts and Humanities majors and may be designated as either a GOV or a HIS course depending on the needs of the student for transfer.

GOV 203 THE MODERN MIDDLE EAST**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will examine the historical, intellectual, and political development of the Middle East and North Africa, with a particular focus on the period from 1790 to the present. While the course will focus mostly on internal developments within the Middle East and North Africa, particular attention will be paid to interactions with Europe and surrounding regions, and the United States. This course is cross-listed and may be taken as either HIS 203 or GOV 203.

GOV 211 AMERICAN POLITICS & THE MEDIA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course will focus on the influence of the media on the American political process. The major topics include how politicians, campaigns and issues are covered by the media, how politicians and interest groups use the media and how the nature of American politics is influenced by the media.

GOV 219 GLOBAL POLITICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course will analyze the major theoretical foundations of international relations such as realism, liberalism, radicalism, and constructivism. Major global problems will be discussed and evaluated as well including economic development, nuclear proliferation, and ethnic and religious conflicts, and human rights.

GOV 220 THE WAR IN VIETNAM**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the origins, nature and effects of warfare by using the War in Vietnam as a case study. This course will survey America's involvement in Vietnam during World War II, the post World War II years, through the Kennedy, Johnson and Nixon administrations, and will evaluate the consequences of the conflict at home and abroad. The course will also analyze America's involvement in the wars in Afghanistan and Iraq, the "war on terrorism," and the future of American foreign policy and its military engagements. Various methodologies are used in the course in addition to the traditional lecture-discussion approach. This course is cross-listed and may be taken as either HIS 220 or GOV 220.

GOV 221 COMPARATIVE POLITICAL SYSTEMS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course is intended to give students a better understanding of politics in the United States by developing a broad comparative perspective on the practice of politics in the world today. The course will focus on comparisons among European parliamentary nations such as France or Britain and Russia, China and other less developed nations. Careful attention will be paid to the impact of government on individual freedom and economic well-being.

GOV 222 STATE AND LOCAL GOVERNMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A detailed examination of the philosophy of state and local government in the American system. The structure, function and political processes of state, county, town, city and smaller units of government, with emphasis upon these units in New York State. This course also includes a study of the federal system and its relevance to the operation of these smaller units of government. (Where possible, the seminar method will be used.)

GOV 263 NATL MODEL UNITED NATIONS I**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course prepares students to participate in the National Model United Nations in New York, a five-day simulation of the UN and its various activities. Prior to the simulation, students prepare by doing extensive research on the country and on the issues before the committees which are assigned. In New York, students deliver speeches, negotiate with other delegates, write resolutions and prepare position papers. The course is designed to provide students with a hands-on experience. Prerequisite: Permission of the Department.

GOV 264 NATL MODEL UNITED NATIONS II**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course prepares students to participate in the National Model United Nations in New York, a five-day simulation of the U.N. and its various activities. Prior to the simulation, students prepare by doing extensive research on the country and on the issues before the committees which are assigned. In New York, students deliver speeches, negotiate with other delegates, write resolutions and prepare position papers. The course is designed to provide students with a hands-on experience. Prerequisite: Permission of the Department.

GOV 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of government or related areas. The student's time commitment to the project will be approximately 35-50 hours.

GOV 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to GOV 271, except that the student's time commitment to the project will be approximately 70-90 hours.

GOV 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to GOV 271, except that the student's time commitment to the project will be approximately 105-135 hours.

GOV 807 PUBLIC SERVICE INTERNSHIP I**0 Lecture Hours 9 Lab Hours 3 Credit Hours**

A community based internship in which students are placed in government offices or in non-profit agencies to gain hands-on experience in the public sector. Students will normally work under the direction of a field supervisor and an HGE faculty member. A minimum of 105 hours of work per semester and the permission of the HGE Department are required. Prerequisites: Students must have completed GOV 121 plus an ECO course or another GOV course before taking GOV 807.

GOV 808 PUBLIC SERVICE INTERNSHIP II**0 Lecture Hours 9 Lab Hours 3 Credit Hours**

A community based internship in which students are placed in government offices or in non-profit agencies to gain hands-on experience in the public sector. Students will normally work under the direction of a field supervisor and an HGE faculty member. A minimum of 105 hours of work per semester and the permission of the HGE Department are required. Students must register for GOV 807 before they register for GOV 808. Prerequisite: GOV 807.

GOV 810 PUBLIC SERVICE INTERNSHIP III**0 Lecture Hours 18 Lab Hours 6 Credit Hours**

A community based internship in which students are placed in government offices or in non-profit agencies to gain hands-on experience in the public sector. Students will normally work under the direction of a field supervisor and an HGE faculty member. A minimum of 210 hours of work per semester and the permission of the HGE Department are required. Prerequisites: Students must have completed GOV 121 plus an ECO course or another GOV course before taking GOV 810.

GOV 811 PUBLIC SERVICE INTERNSHIP IV**0 Lecture Hours 18 Lab Hours 6 Credit Hours**

A community based internship in which students are placed in government offices or in non-profit agencies to gain hands-on experience in the public sector. Students will normally work under the direction of a field supervisor and an HGE faculty member. A minimum of 210 hours of work per semester and the permission of the HGE Department are required. Prerequisite: GOV 810.

GENERAL STUDIES (GSS)**GSS 100 GENERAL STUDIES SEMNR (OER)****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

The course will introduce students to the General Studies curriculum and to college life in general. In so doing, it will encourage and guide students in creating and/or selecting a directed academic plan for DCC (and possibly beyond) that connects to clear academic, transfer, and career aspirations. This course will also aid students in developing skills deemed essential for success in college.

HEALTH EDUCATION (HED)**HED 125 WOMEN'S HEALTH ISSUES****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This three-credit course will identify and explore current health issues that are of special interest or are unique to women. Topics will include emotional well being, stress management, health problems related to female anatomy and physiology, violence against women and issues of reproduction and childbearing.

HED 134 FIRST AID, SAFETY, AND CPR**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This course incorporates the study and application of skills to respond to emergencies, the use of CPR and AEDs, recognition and treatment of breathing emergencies including conscious and unconscious victims of all ages, as well as the recognition and treatment of various other medical emergencies. Fire safety, campus safety, home safety and motor vehicle safety awareness will also be covered.. The study and practice of First Aid skills will include: standard level assessment, prioritization, demonstration, and application of various skills. Those who qualify will earn American Heart Association Certifications for its course: Heartsaver CPR/AED and the Emergency Care and Safety Institute Certification for its course: Advanced First Aid, CPR & AED. This course is cross-listed and may be taken as either HED 134 or AHS 134..

HED 201 STRESS MANAGEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

In this course, each student will learn the causes and effects of stress, and the basic principles, theories and coping skills/strategies needed to effectively manage their personal stress. In addition, there will be opportunity for experiential learning with the use of self-analyses, cognitive strategies, relaxation techniques, and other class exercises and activities.

HED 203 HEALTH AND AGING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course provides an overview of the physical changes that occur with aging and the benefits of a healthy lifestyle on the aging process. Emphasis is placed on healthy aging and maintaining a functional capacity and quality of life with age through engagement in regular exercise and other health promoting behaviors. The interplay between aging, physical health, longevity and health care is a major focus.

HED 224 HUMAN SEXUALITY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of physiological, psychological, sociological and gender issues related to sexuality. Topics include: perspectives in sexuality, human sexual expression, love, communication and relationships, human sexual response and dysfunction, sexual health; family planning; non-modal behaviors and sex and the law. This course is cross-listed and can be taken as either HED 224 or PSY 224.

HED 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of health education or related areas. The student's time commitment to the project will be approximately 35-50 hours.

HED 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to HED 271, except that the student's time commitment to the project will be approximately, 70-90 hours.

HED 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to HED 271, except that the student's time commitment to the project will be approximately 105-135 hours.

HISTORY (HIS)**HIS 004 CRSE SPCFC STDY SK-HIS 104****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

HIS 004 is a course specific study skills course designed for those students who require support in HIS 104, (History of the United States II) taught by the instructor of HIS 104, which is taken concurrently. HIS 004 will include work with notetaking, effective reading of texts and supplementary materials, term paper research and organization, map skills and examination preparation, including essay writing and other specific strategies necessary to the successful study of history at the college level. NOTE: HIS 004 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

HIS 101 WEST CIV:ANCNT NEAR EAST-1700**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A survey of the major ideas and events which have shaped the values and institutions of the West from the classical period to approximately 1700. Topics include the Ancient near East, Classical Greece and Rome, Judaism and Early Christianity, the Byzantine, Islamic and Latin Christian Empires of the Early Middle Ages, Feudalism and the Latin Christian Church of the High Middle Ages, the Rise of National States, the Italian and Northern Renaissance, and the Reformation. HIS101 and HIS102 may be taken separately. Pre-requisites: None

HIS 102 WESTERN CIV: 1700 TO PRESENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A survey of the major ideas and events which have shaped the values and institutions of the West from 1700 to the present. Topics include the Old Regime, the Enlightenment, the French Revolution, the Rise of Industrialism, Capitalism, Socialism, Imperialism, Nationalism, the Russian Revolution, the Growth of Communism and Fascism, World Wars I and II and the Cold War. HIS 101 and 102 may be taken separately.

HIS 103 HISTORY OF THE UNITED STATES I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

HIS 103 is the study of American political, social, economic, and cultural history from the Colonial Era through the Civil War. The course will also emphasize how indigenous peoples, African Americans, women, and ordinary working Americans contributed to the making of the early American republic. Particular attention will be given to the colonies of Virginia and Massachusetts, the American Revolution, the Constitution, the Age of Jackson, slavery and the Civil War. HIS 103 and 104 may be taken separately.

HIS 104 HISTORY OF UNITED STATES II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study of American political, social and intellectual development from 1865 to the present. Students will explore the roles of race, ethnicity, gender, class, and religion in shaping U.S. History and the experiences of Americans since 1865. Topics covered include Reconstruction; the industrial and transportation revolutions; the crisis in agriculture; the labor and Populist movements; the segregated South; immigration; American expansionism and its effects on indigenous peoples; the Progressive Movement; the Twenties; the Great War; the Twenties; the Great Depression and New Deal; the Second World War; the Cold War; Post-war affluence and its racial and gender disparities; the Civil Rights Movement and other social movements of the 1960s and 1970s; the Vietnam War; the Conservative Resurgence of the 1970s and 1980s; Globalization and the Information Revolution; and the early 21st Century. HIS 103 and 104 may be taken separately.

HIS 107 HISTORY OF WLD CVL BEFORE 1700**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

HIS 107 is a survey of the major political, social, economic, intellectual and cultural developments of the Latin American, Asian, African, European and Middle Eastern civilizations by placing historical events, customs and cultures in a global context. The course surveys the major ideas, religions and events that shaped the values of the different world cultures and their institutions from the classical age to 1700.

HIS 108 HISTORY OF WRLD CIV SINCE 1700**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A survey of the major political, social and cultural developments of the Latin American, Asian, African, European and Middle Eastern civilizations. The course attempts to place historical events, customs and cultures in a global context. Part II surveys the major ideas and events that shaped the values of the different world cultures and their institutions from 1700 to the present.

HIS 181 OVERSEAS STUDY: AMER MIRROR I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of a selected country in order to understand the major political, social and cultural developments of that country. The course attempts to place historical events, customs and cultures in a context whereby the student will be able to appreciate in depth the first-hand observations they will be able to make in the selected country during an intersession visit.

HIS 182 OVERSEAS STUDY:AMER MIRROR II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Students will visit a selected Latin American, Asian, African, European or Middle Eastern country in order to survey the major political, social and cultural developments of the host country. The course attempts to place historical events, customs and cultures in a context whereby the student discovers, through first-hand observation, the ethnic, religious and national composition of the selected country.

HIS 203 THE MODERN MIDDLE EAST**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will examine the historical, intellectual, and political development of the Middle East and North Africa, with a particular focus on the period from 1790 to the present. While the course will focus mostly on internal developments within the Middle East and North Africa, particular attention will be paid to interactions with Europe and surrounding regions, and the United States. This course is cross-listed and may be taken as either HIS 203 or GOV 203.

HIS 206 LATIN AMERICAN HISTORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the major social, economic, political, intellectual and cultural developments in Latin American history. Students will explore topics relating to the Maya, Aztec, and Inca cultures, the European colonial experience, the functioning of labor systems in Latin America and the Caribbean, struggles for independence, relations with the United States, the influences of religious cultures and institutions, and contemporary movements for political change and social justice.

HIS 207 HSTRY RUSSIA/SOVIET UNION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the historical events, social and economic changes, and political developments from the rise of Muscovy to the present day. This course examines Russia under the Czars, the origins and upheaval of the revolutions of 1917 and the evolution of the Soviet Union throughout the twentieth century.

HIS 209 AFRICAN AMERICAN HISTORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course examines the social, political, economic and cultural history of people of African descent in the United States. Topics covered will include: the ordeal of slavery, Reconstruction, the rise of segregation, the Great Migration, the Harlem Renaissance, the development of Black Nationalism and the Civil Rights Movement.

HIS 210 THE HOLOCAUST IN HISTORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course examines the political, social, economic, intellectual and religious sources of the Holocaust, traces its course, and analyzes the way in which it has been interpreted by different nations and historians. Special attention is given to the history of European anti-semitism, the relationship among Nazi ideology, Hitler and the Holocaust, stages of the 'Final Solution', Jewish resistance, behavior of other nations and the meaning of the Holocaust for the present and future.

HIS 214 HISTORY OF WOMEN IN U.S.**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An examination of the social, economic and political roles of women in the United States from colonial times to the present. Particular emphasis will be given to the impact that race, class and ethnicity have had on the experiences of women in this country.

HIS 215 HISTORY OF NEW YORK CITY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will examine the social, economic, cultural and demographic development of New York City from colonial times to the present. Material will be presented through readings, lectures and films. Two day-long field trips will be taken to the city as part of the course.

HIS 216 THE HISTORY OF DUTCHESS COUNTY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A general survey course of Dutchess County's political, social and economic development from the colonial period to the present day. Special emphasis is given to the Hudson Valley's leadership throughout the evolution from rural to modern life. The technological, industrial and organizational changes affecting Dutchess County are considered.

HIS 217 HISTORY OF CHINA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course presents a general survey of the major historical, social, and cultural developments of China. The course begins with ancient China and continues through the present day. Special emphasis is given to the rise of modern China after the 15th century and places Chinese development in a global context.

HIS 218 CIVIL WAR AMERICA 1850-1877**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An examination of the causes, course, and consequences of the American Civil War and Reconstruction, from the 1840s to 1877. The class will go beyond the Civil War and Reconstruction as a political crisis and a military conflict, and explore this time period as transformative in America, radically changing the trajectory of American history. In particular the course will cover several broad themes: the crisis of union and disunion; slavery, race, emancipation, and its consequences in both regional and national contexts; the experience and consequences of modern war; the political, social, and constitutional challenges of Reconstruction; and the construction of Civil War memory by different groups that shaped post-war politics and the popular culture of the late 19th century.

HIS 220 THE WAR IN VIET NAM**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the origins, nature and effects of warfare by using the War in Viet Nam as a case study. This course will survey America's involvement in Viet Nam during World War II, the post World War II years through the Kennedy, Johnson and Nixon administrations, and will evaluate the consequences of the conflict at home and abroad. The course will also analyze America's involvement in the wars in Afghanistan and Iraq, the "war on terrorism," and the future of American foreign policy and its military engagements. Various methodologies are used in the course in addition to the traditional lecture-discussion approach. This course is cross-listed and may be taken as either HIS 220 or GOV 220.

HIS 221 MEDIEVAL EUROPE: 600-1500**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An examination of the development of European social, cultural, political, economic and intellectual life from the aftermath of Rome's fall to the Renaissance and the emergence of modern Europe. Topics include: Feudalism and Manorialism; the role of the Western Church; the Carolingian Renaissance; the Crusades; Medieval Kingship; the 12th Century Renaissance; Medieval Parliaments; the Hundred Years War; and Late Medieval Humanism.

HIS 225 HISTORY AMER CULTURE & IDEAS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course will focus on the cultural and intellectual history of the United States from 1859 to the present. More than a litany of thinkers and ideas, the course will explore the political and social debates that gave those ideas meaning. It will present material in discrete themes, such as the clash of religion and science; urbanization and its anxieties; dissident voices and reform; race, nationalism and imperialism; political theory and reform; alienation and the intellectuals; the response to fascism and war; gender roles and feminist thought; and the globalization of ideas.

HIS 227 HISTORY WRKNG PEOPLE IN US**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

History of Working People in the United States is a survey course in the history of work, working people, and the labor movement in the United States. A central theme is the role of race, gender, and ethnicity in shaping labor systems and working-class movements. The course focuses primarily on the nineteenth and twentieth centuries, but also explores origins, foundations, and transformations of free and unfree labor during the colonial era, as well as recent developments in the labor history of the early twenty-first century.

HIS 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of history or related areas. The student's time commitment to the project will be approximately 35-50 hours.

HIS 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to HIS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

HIS 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to HIS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

HUMAN SERVICES (HMS)**HMS 100 HUMAN SERVICES INTRO SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This seminar is designed to provide Human Services students with an opportunity to learn and practice strategies that will enhance their ability to successfully complete their educational program in one of the Human Services fields. Emphasis will be on gaining an understanding of the many career paths available in the field as well as an exploration of personal goals, program philosophy and College resources.

HUMANITIES (HUM)**HUM 205 INTRO TO FILM APPRECIATION****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

HUM 205 introduces the student to the aesthetics of film by surveying the fundamental aspects of film as an art form. The student will learn about film form; film techniques such as mise en scene, cinematography, editing and sound, film criticism and film history.

HUM 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, travel, work experience or other activities that advance the student's knowledge and competence in writing, literature or related subjects. The student's time commitment to the project will be approximately 35-50 hours.

HUM 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to HUM 271, except that the student's time commitment to the project will be approximately 70-90 hours.

HUM 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to HUM 271, except that the student's time commitment to the project will be approximately 105-135 hours.

HUM 908 GREAT NORTHERN MOVEMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course introduces students to the great northern movement. This will include a discussion of the literature, history and sociological impact of the people's movement from the agrarian south to the industrial north. Students will be introduced to ideas in magical realism, creolization, pastoralism and assimilation as they appear in the stories of the people. By using structural, feminist, reader response and new historicism analysis, students will discuss the presentation of the African Diaspora. In order to further our analysis of the stories of the people, we will study, using historical and sociological research, the structural conditions of the post-Civil War South. We will also study the the processes of urbanization, employing a comparative perspective of the Black experience with other social groups. In doing so, we will focus on the creation of the urban underclass, segregation, a changing Black identity, as

well as some of the scholarly debates on these phenomena. A historical analysis will also be necessary in an effort to properly situate the narrative of the African Diaspora and the philosophies and/or ideologies that were prominent within the African Diaspora of that time. Prerequisites: ENG 101, BHS 103, HIS 104

ITALIAN (ITL)

ITL 101 ELEMENTARY ITALIAN I

3 Lecture Hours 1 Lab Hour 3 Credit Hours

Emphasis on oral and aural training through conversation based on model sentences and word patterns commonly used in spoken language. Intensive drills and pattern practices are supplemented by independent practice outside of class. Tape recorders and other audio aids are used extensively. Open only to students who have not studied Italian previously. Native speakers should contact the Department to determine their level and what courses they may take for credit.

ITL 102 ELEMENTARY ITALIAN II

3 Lecture Hours 1 Lab Hour 3 Credit Hours

Italian 102 is a continuation of Italian 101 and thus continues the study of sounds, structure and grammatical concepts but with a growing emphasis on conversational ability. It is, ideally, the second step of a sequence, which would include Italian 101, 102, 201 and 202. An attempt is made to familiarize students with the three language skills: listening comprehension, speaking and writing. An hour a week of independent lab work, which involves listening to tapes, which accompany each lesson, is a requirement of the course and will help the student in the comprehension and speaking skills. Italian 102 would be appropriate for someone who has successfully completed Italian 101 or a student with two years of high school Italian. Native speakers should contact the Department to determine their level and what courses they may take for credit.

ITL 199 ITALIAN REVIEW

3 Lecture Hours 1 Lab Hour 3 Credit Hours

A course designed for students with some formal learning of the Italian language, such as one or more years of high school Italian and who do not feel ready for ITL 201 (Intermediate Italian). The course is a general review of basic Italian grammar and patterns of communication. The emphasis is on understanding and speaking Italian. Writing is used to consolidate learning. The content of both ITL 101 and ITL 102 is covered in one semester. Prerequisite: Permission of the department

ITL 201 INTERMEDIATE ITALIAN I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An intermediate course designed for students with some earlier background in Italian. Emphasis is placed upon developing further conversational ability by study and reading from suitable Italian literary work. Note: Native speakers should contact the Department to determine their level and what courses they may take for credit. Prerequisite: ITL 102 or permission of the department

ITL 202 INTERMEDIATE ITALIAN II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A continuation of Italian 201. Emphasis is placed upon developing conversational ability by studying and reading from suitable Italian literary works. Note: Native speakers should contact the Department to determine their level and what courses they may take for credit. Prerequisite: ITL 201 or permission of the department

ITL 204 ITALIAN CULTURE AND LANGUAGE I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An intensive course, three hours per day, five days per week, to be offered in Italy. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval of the department.

ITL 205 ITALIAN CULTURE & LANGUAGE II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An intensive course, three hours per day, five days per week, to be offered in Italy. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval of the department.

ITL 208 CLTRL APP-FOREIGN LANG SKILLS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A cultural project which offers students the opportunity to learn about language in a non-traditional set up, to be creative and innovative, to relate language to culture and to test their skills in a communicative manner while rendering a service to the community. Since the course offering changes every year, students should inquire from the department as to what the focus is for that specific semester. Open to students of Spanish or Italian or French. Students to select one language. Prerequisite: ITL 102 or permission of the department

ITL 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, work experience, or other activities that advance the student's knowledge and competence in the Italian language. The student's time commitment to the project will be approximately 35-50 hours.

ITL 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to ITL 271, except that the student's time commitment to the project will be approximately 70-90 hours.

ITL 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to ITL 271, except that the student's time commitment to the project will be approximately 105-135 hrs.

LIBERAL ARTS HUMANITIES (LAH)**LAH 100 LIB ARTS HUMANITIES INTRO SEM****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course is an introduction to the Liberal Arts and Humanities. It is designed to assist students in developing skills appropriate for college freshman so that they will become more effective life-long learners. The course has a liberal arts component emphasizing the nature of a liberal arts education and its associated values, and a college component, which will aid the student in the continued development of essential skills for success in college.

LIBERAL ARTS TEACHING (LAT)**LAT 100 LIBERL ARTS TEACHING INTRO SEM****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course will focus on topics related to both success in college and preparing for a career in teaching at the elementary and / or secondary level.

LAT 200 LEARNER DIVERSITY IN ELEM CLS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A foundation course highlighting the ecology of the contemporary elementary school classroom. The content focuses on learner diversity as related to language, gender, cultural, ethnic and learning differences. The role of community and family supports, as well as current legislation and mandates will be addressed. Observation and other relevant field experiences will be used to evaluate current educational practices. Prerequisite: LAT 100, BHS 207, PSY 203, or PSY 221.

LAT 201 ED SETTINGS: ADOL LRNING ENVIR**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A survey of the major methods of observing, recording and reporting learners' behaviors for individuals planning to teach at the secondary level, grades 7-12. Observations and other relevant field experiences will be used for illustration and to practice skills. Pre- or Co-requisites: LAT 100, BHS 207 and PSY 204 or permission of the department

LIBERAL STUDIES (LSS)**LSS 100 HONORS STUDIES INTRO SEMINAR****1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course will introduce Honors Studies students to a Liberal Arts and Humanities education and its associated value. It will also introduce Honors students to all aspects of the Honors offerings as well as resources the college has to offer to facilitate student success and transfer to a four-year institution. The course's academic focus will be on applying critical thinking to reading and writing. It will also provide various workshops emphasizing campus leadership, research techniques, and transfer. Prerequisite: Acceptance to the Minor in Honors Studies

LSS 201 HONORS STUDIES CAPSTONE SEMNAR**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This seminar culminates the Minor in Honors Studies by applying historical, sociological and literary analysis to a selected topic. Student independent research will be conducted and presented under careful supervision of one or more instructors. The course includes a minimum requirement of twelve (12) hours of service learning. Prerequisite: Current enrollment in the Minor in Honors Studies or permission of the Honors Coordinator or the Program Chair

MATHEMATICS (MAT)

MAT 018 LRNG SUPPORT-INTRO STATISTICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Learning Support for Introductory Statistics is a corequisite course which will include the following: 1) Mathematical skills and fundamental statistical concepts necessary for success in Introductory Statistics - MAT 118; 2) College success skills; 3) Activities/ assignments designed to address students' affective needs. Note: MAT 018 is a credit-equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and do count towards full-time/part-time status. Corequisite: MAT 118 Prerequisite: Placement level 1 (see DCC Math Placement Table).

MAT 094 INTRODUCTION TO ALGEBRA

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This course is designed for students taking Supported Intermediate Algebra (MAT 098). The topics will support the concepts studied in MAT 098 as well as develop essential skills needed to be successful in MAT 098. Topics covered include operations with exponents, integers, fractions, and decimals; scientific notation; polynomials; solving equations; an introduction to functions; and linear functions. College success skills imparted in the course include how to use the technology platforms associated with the Introduction to Algebra and Supported Intermediate Algebra courses, self-advocacy, goal setting, planning, time management, mindset, and math study skills. NOTE: MAT 094 is a credit-equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status. Prerequisite: Placement level 1 (see DCC Math Placement Table) Corequisite: MAT 098 Supported Intermediate Algebra. Students enrolled in MAT 094 Introduction to Algebra must also be enrolled in MAT 098.

MAT 098 SUPPORTED INTERMEDIATE ALGEBRA

3 Lecture Hours 0 Lab Hours 3 Credit Hours

MAT 098 is intended for students who must bring their mathematics proficiency to the level necessary for entrance into MAT 110, MAT 184, or MAT 107. This course cannot be used to satisfy the mathematics requirement of the Associate in Arts degree program. MAT 109 will fulfill the mathematics requirement for many students in Associate of Arts degree programs. Topics include: Graphing; Functions; Linear Functions; Exponential Functions; Quadratic Functions; Factoring; Solving Equations symbolically, graphically and numerically; and an introduction to Systems of Linear Equations. The TI-83, or TI-83 Plus, or TI-84, or TI-84 Plus is required. NOTE: MAT 098 is a credit-equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status. Prerequisite: Placement level 1 (see DCC Math Placement Table) Corequisite: MAT 094 Introduction to Algebra. Students enrolled in MAT 098 Supported Intermediate Algebra must also be enrolled in MAT 094.

MAT 099 INTERMEDIATE ALGEBRA

3 Lecture Hours 0 Lab Hours 3 Credit Hours

MAT099 is intended for students who must bring their mathematics proficiency to the level necessary for entrance into MAT110, 184, or 107. This course cannot be used to satisfy the mathematics requirement of the Associate in Art degree program. MAT109 will fulfill the mathematics requirement for many students in Associate of Arts degree programs. Topics include: Functions, Linear Functions, Quadratic Functions, Exponential Functions, Solving Equations symbolically and graphically and numerically, Systems of Linear Equations, Factoring and Graphing. The TI-83, or TI-83 Plus, or TI-84 or TI-84 Plus is required. Prerequisite: Placement level 2 (see DCC Math Placement Table)

MAT 107 MATHEMATICS FOR ELEM TEACHERS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course meets the Math requirement for students who are enrolled in the Liberal Arts and Sciences: Education, Early Childhood Education (Birth - Grade 2) and Childhood Education (Grade 1-6) dual certification with SUNY New Paltz, A.S. degree program and who plan to transfer to SUNY New Paltz. The emphasis is on problem-solving as it relates to the number system. Probability and statistics are also introduced. Prerequisites: Placement level 3 (see Math Placement Table) OR DCC Intermediate Algebra with C or higher, OR MAT 131 with C or higher.

MAT 109 SURVEY OF MATHEMATICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Upon completion of this course students will have demonstrated the quantitative reasoning skills necessary for non-technical careers. Students will demonstrate this utilizing multimedia technology. The skills they will be able to demonstrate include the ability to understand and interpret mathematical meaning in various applied contexts, geometry as it relates to basic polygons and triangles, elementary probability and statistics, personal finance, and various historical and social implications of mathematics. Student are required to learn and demonstrate their understanding of MS Excel.

MAT 110 APP BASED COLLEGE ALGEBRA

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course satisfies the SUNY General Education mathematics requirement and is the prerequisite for Business Calculus (MAT210). Topics include applications of linear, reciprocal, exponential, logarithmic, cubic, and quadratic functions; composition and inverses of functions; systems of equations; regression; and piecewise equations. Students will solve equations both algebraically, numerically,

and graphically. Students will use Microsoft Excel extensively throughout the course. No previous knowledge of Excel is required. Not for students who intend to take MAT185, 221, 222 or 223. Prerequisites: Placement level 3 (see DCC Math Placement Table), OR DCC Intermediate Algebra with C or higher, OR MAT 131 with C or higher.

MAT 117 GEOM FOR ELEM SCHL TEACHRS II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is a requirement for students in Early Childhood Education (Birth-Grade 2) and Childhood Education (Grade 1-6) programs. It emphasizes background information for the teaching of elementary school geometry. Topics include spatial visualization, measurement, coordinate geometry, similarity and congruence, and transformational geometry. Students learn mathematical theory and application, and experience the role of elementary school students through a variety of classroom activities and demonstrations. Prerequisite: MAT 107 with a grade of C or better

MAT 118 ELEMENTARY STATISTICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Satisfies the mathematics requirement of the Associate in Arts degree program. Basic statistical procedures are developed. Topics include descriptive statistics, hypothesis testing, and confidence intervals and regression using both simulation and a theory-based approach. Technology will be used regularly throughout the course. Prerequisites: Placement level 2 (see DCC Math Placement Table) OR ENG 101 placement level or higher, OR High School GPA of 3.0 (83) or higher.

MAT 131 TECHNICAL MATHEMATICS I

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course satisfies the math requirement for the Applied Academic Certificate in ACR. It is designed for those students who need to improve their math proficiency for entrance into MAT 132. Topics include: review of operations on whole numbers, fractions, and decimals; operations using signed numbers; exponents and roots; scientific notation; unit analysis; percentage; algebraic expressions; factoring; linear equations; literal equations; geometry of the triangle, circle and regular polygons; measurement conversions; and introduction to basic trigonometry. Use of a scientific calculator is required.

MAT 132 TECHNICAL MATHEMATICS II

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course satisfies the mathematics requirement for students in ARC, CNS, FIR and FTP. Students enrolled in the above curricula may receive credit for MAT 132 or MAT 110, but not both. Topics include a review of right triangle trigonometry, law of sines and cosines, vectors, factoring, literal, fractional and quadratic equations and applications. Use of a scientific calculator is required. Prerequisites: Placement level 3 (see DCC Math Placement Table), OR MAT 131 with C or higher.

MAT 184 COLLEGE ALGEBRA & TRIG

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Satisfies the mathematics requirement of the Associate in Arts degree program, and is intended to prepare students for MAT185 (Precalculus). Topics include equations and inequalities, graphing techniques, analysis of a variety of functions, and triangle trigonometry including the Laws of Sines and Cosines. Prerequisites: Placement level 3 (see DCC Math Placement Table), OR MAT 099 with a C or higher.

MAT 185 PRECALCULUS

4 Lecture Hours 0 Lab Hours 4 Credit Hours

This course is intended primarily for students planning to take calculus. Topics include a study of functions, specifically: linear, polynomial, rational, trigonometric, exponential, logarithmic, and inverse functions. Modeling and data analysis techniques are also employed. Conceptual understanding is emphasized and algebraic skills are reinforced throughout the course Prerequisites: Placement level 4 (see DCC Math Placement Table), OR MAT 184 with C or higher, or MAT 132 with C or higher, OR MAT 110 with A- or higher.

MAT 186 INTRODUCTION TO DATA SCIENCE

4 Lecture Hours 0 Lab Hours 4 Credit Hours

This course introduces the basic ideas and techniques of data science including: exploratory data analysis; experimental design and sampling; relationships between one and several variables including single and multiple regression and two way tables; sampling distributions; inferential statistics for means, proportions, and regression coefficients; simple ANOVA. The course includes a computer component using the software package R. Prerequisite: Placement level 4 (see DCC Math Placement Table) or MAT 184 with a grade of C or better.

MAT 210 CALCULUS W/ BUS APPLICATIONS

4 Lecture Hours 0 Lab Hours 4 Credit Hours

A survey of the basic concepts and operations of calculus with business and management applications. Designed for students in the Business Administration Transfer program and should not be taken by mathematics and science majors. Students will use Microsoft Excel extensively throughout the course. No previous knowledge of Excel is required. Prerequisite: Placement level 4 (see DCC Math Placement Table), or DCC MAT 110 with C or higher, or MAT 184 with C or higher, or MAT 132 with C or higher.

MAT 214 DISCRETE MATH USING PROOFS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Intended primarily for students in the CPS, EDM, or LAM curriculum. Students will be introduced to mathematical reasoning and proof techniques through topics in discrete mathematics. The topics selected for this course will be from areas of logic, set theory, combinatorics, number theory and functions. Direct and indirect proof methods will be covered along with the technique of mathematical induction. Prerequisite: MAT 221 with a C or better.

MAT 215 INTRO TO LINEAR ALGEBRA**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A basic introduction to linear algebra. Topics include vector spaces, systems of linear equations, matrices and determinants and linear transformations. Required for prospective mathematics majors. Prerequisite: MAT 222 with a grade of C or better.

MAT 221 CALCULUS I**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course is the first of a three-semester sequence developing calculus for the student majoring in engineering, mathematics, or the sciences. Topics include the derivative, limits, continuity, differentiability, the definite integral, the Fundamental Theorem of Calculus, techniques of differentiation (including for transcendental functions), applications of differentiation, mathematical modeling and computer applications. Prerequisites: MAT 185 with a grade of at least C, OR high school precalculus with a grade of at least 70, OR permission of the department.

MAT 222 CALCULUS II**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course is the second of a three-semester sequence developing calculus for the student majoring in engineering, mathematics or the sciences. Topics include the Fundamental Theorems of calculus, definite and indefinite integrals, techniques of integration, improper integrals, applications of integration, sequences, series and Taylor series, differential equations, mathematical modeling and computer applications. Prerequisite: MAT 221 with a grade of C or better, or permission of the department.

MAT 223 CALCULUS III**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

A continuation of MAT 222. Topics include vectors in the plane, solid analytic geometry, functions of several variables, partial differentiation, multiple integration, line integrals and vector fields, and Green's Theorem. Use of appropriate technology is required. Prerequisite: MAT 222 with a grade of C or better or advanced placement with the permission of the department.

MAT 224 DIFFERENTIAL EQUATIONS**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

An introductory course in differential equations for students in mathematics, engineering and the sciences. Topics include the theory, solution and estimation of first and second order differential equations, systems of differential equations, the Laplace transform, and applications of differential equations. Pre- or corequisite: MAT 223

MAT 230 PROBABILITY AND STATISTICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is an introduction to probability theory intended for students in mathematics. Topics include general probability rules; Bayes' Theorem; discrete and continuous random variables; discrete and continuous probability distributions; The Law of Large Numbers; and The Central Limit Theorem. Prerequisite: MAT 222 with a grade of C or better.

MAT 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of mathematics or related areas. The student's time commitment to the project will be approximately 35-50 hours.

MAT 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to MAT 271, except that the student's time commitment to the project will be approximately 70-90 hours.

MAT 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to MAT 271, except that the student's time commitment to the project will be approximately 105-135 hours.

MEDICAL LABORATORY TECH (MLT)

MLT 005 CRSE SPCFC STDY SK-MLT 105

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A study skills course designed specifically for MLT 105 students. Course will present systematic study strategies with guided practice to enable students to master study skills techniques. Co-requisite: MLT105

MLT 101 CLINICAL MICROBIOLOGY

3 Lecture Hours 3 Lab Hours 4 Credit Hours

A study of the principles of pathogenic microbes, their isolation and identification, and antibiotic sensitivity testing. Emphasis will be placed on procedures and techniques currently in use in medical laboratories. A study of serological procedures and interpretations will be included. Emphasis will be on performance of procedures and interpretation of results as they relate to disease conditions. Note: Course may be repeated one time. Prerequisite: MLT 105 with a grade of C or better.

MLT 105 CLINICAL HEMATOLOGY

3 Lecture Hours 3 Lab Hours 4 Credit Hours

A study of standard tests and techniques presently performed in the clinical laboratory. Course will include emphasis on blood counts, coagulation procedures, hemoglobin, hematocrit, differential smear evaluations, sedimentation rates, indices, platelet and reticulocyte counts. Methods of blood collection, including phlebotomy and capillary puncture techniques, will be taught. Also included is the study of the origin and development of blood, human blood in normal and disease states, blood hemostasis and coagulation deficiencies. Note: Course may be repeated one time. Prerequisite: Math Placement Level 2 (see DCC Math Placement Table) and ENG 092 with a grade of C or better or eligibility to enroll in ENG 101 as determined by placement testing results. Grade of C or better required to continue to MLT 101 and MLT 106.

MLT 106 IMMUNOHEMATOLOGY/SEROLOGY

2 Lecture Hours 3 Lab Hours 3 Credit Hours

A study of the immunological makeup of the human body. Emphasis will be on the immune process, blood banking, blood components, preparation and administration of blood components, the genetics of blood group inheritance and serological testing. Note: Course may be repeated one time. Prerequisite: MLT 105 with a grade of C or better and concurrent enrollment in MLT 202.

MLT 202 PARASITOLOGY/BODY FLUIDS

2 Lecture Hours 3 Lab Hours 3 Credit Hours

Protozoans and helminthes that infect or infest humans will be studied, including the organism's life cycle, morphology and transmission. Host response and pathology will also be covered. Practical classes on recognition of parasites in stool samples, blood, tissues and free living states are required. Special emphasis is placed upon those aspects of the life cycle that are useful for clinical diagnosis. Body fluids including amniotic, synovial, cerebrospinal and semen will also be studied. Note: Course may be repeated one time. Prerequisite: MLT 101 with a grade of C or better and concurrent enrollment in MLT 106.

MLT 203 CLINICAL CHEMISTRY I

3 Lecture Hours 3 Lab Hours 4 Credit Hours

A study of the basic concepts fundamental to the study of the chemical constituents of the human body. Emphasis will be placed on analytical procedures, interpretation of results, normal values, instrumentation, laboratory mathematics, and theory and application of clinical chemistry procedures. Analysis of urine carbohydrates, lipids, proteins and liver function tests will be covered. Note: Course may be repeated one time. Prerequisite: CHE 121 with a grade of C or better and MAT 118.

MLT 204 CLINICAL CHEMISTRY II

2 Lecture Hours 3 Lab Hours 3 Credit Hours

A continuation of Clinical Chemistry I with emphasis on the more involved and intricate biochemical testing procedures. The study of lipids, acid-base balance, electrolytes, hormones, therapeutic drugs, toxicology, cerebrospinal fluid, and special chemistry will be covered. Prerequisite: MLT203 with a grade C or better.

MLT 207 EXTERNSHIP I

0 Lecture Hours 16 Lab Hours 4 Credit Hours

Resident internship in an approved laboratory where didactics and actual job performance are integrated in a clinical work-study setting. Students will rotate through each department. Note: Course may be repeated one time. Prerequisites: MLT 106 and MLT 202 with a grade of C or better and concurrent enrollment in MLT 204.

MLT 208 EXTERNSHIP II

0 Lecture Hours 16 Lab Hours 4 Credit Hours

A continuation of MLT 207 with continuing rotation through various departments in the clinical laboratory. Note: Course may be repeated one time. Prerequisite: MLT 106 and 202 with a grade of C or better, and concurrent enrollment in MLT 204.

MLT 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of medical laboratory technology or related areas. The student's time commitment to the project will be approximately 35-50 hours.

MLT 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to MLT 271 except that the student's time commitment to the project will be approximately 70-90 hours.

MLT 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to MLT 271 except that the student's time commitment to the project will be approximately 105-135 hours.

MEDICAL SERVICES OCCUPATIONS (MSO)

MSO 102 MEDICAL TERMINOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The course will focus on the recognition of common prefixes, suffixes and root words that comprise medical terminology. The student will acquire an understanding of medical language applicable to the structure, function, diagnostic, therapeutic and symptomatic terminology of all body organ systems. Emphasis is placed on definition usage, abbreviations and deciphering of unfamiliar medical terms.

MUSIC (MUS)

MUS 101 MUSIC APPRECIATION**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for musicians and non-musicians. It develops a basic music theory vocabulary and ability to actively listen to engage in a historical overview of musical styles through recorded and visual materials. The aim is to stimulate a discriminating understanding and enjoyment of music.

MUS 104 INTRODUCTION TO MUSIC THEORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for both musicians and non-musicians. It is a preparatory course for students with little or no prior training in music theory or music literacy. The class provides students with a solid foundation in the rudiments of music notation and aural awareness including pitch, accidentals, rhythm, clefs, major and minor scales, and key signatures. The Circle of Fifths, triad types, simple and compound meters, and elementary ear training exercises are incorporated. Pre-requisite: None.

MUS 113 AURAL SKILLS I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students learn how to sing a melody from written music (sightsing), and write down music by ear (dictation). Material includes rhythms in simple and compound meter, scales, triads, and simple intervals. Students learn to use moveable "do" solfege and conducting patterns. Concurrent enrollment in MUS 115: Theory I is recommended. Pre-requisite: None.

MUS 114 AURAL SKILLS II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

Aural Skills II increases a student's musical cognition and awareness by focusing on melodic and rhythmic dictation. Harmonic dictation is introduced. Aural analysis and dictation proceed from simple to more complex melodies. Sight-singing and rhythm drills include alto and tenor clef exercises. Concurrent enrollment in MUS 116: Theory II is recommended. Prerequisite: MUS 113

MUS 115 MUSIC THEORY I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for musicians and requires prior knowledge and ability to read music. Material covered includes a review of notation, meter, rhythm, scales, and key signatures, and continues with a study of intervals, triads, figured bass, Roman Numeral analysis, melodic analysis, part writing, and nonchord tones. Concurrent enrollment in MUS 113: Aural Skills I is strongly recommended.

MUS 116 MUSIC THEORY II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is a study of four-part chorale harmonization including all diatonic seventh chords, secondary dominants, modulation, binary and ternary forms, mode mixture, Neapolitan chords, and augmented sixth chords. Concurrent enrollment in MUS 114: Aural Skills II is strongly recommended. Prerequisite: MUS115

MUS 121 CHORUS I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

The purpose of this course is to improve the student's ensemble singing through the study and performance of choral music in a variety of musical styles. The course includes at least one public concert providing students an opportunity to perform mastered repertoire.

MUS 122 CHORUS II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

The purpose of this course is to improve the student's ensemble singing through the study and performance of choral music in a variety of musical styles. The course includes at least one public concert providing students an opportunity to perform mastered repertoire. Prerequisite: MUS 121

MUS 131 JAZZ ENSEMBLE I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform jazz ensemble music. The course is open to students playing saxophone, trumpet, trombone, piano, guitar, bass, drums, or percussion. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Concurrent enrollment in MUS 135: Jazz History and/or MUS 138: Jazz Improvisation and/or private lessons (MUS 141/142/241/242/161/162/261/262, or 210/211) is highly recommended.

MUS 132 JAZZ ENSEMBLE II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform jazz ensemble music. The course is open to students playing saxophone, trumpet, trombone, piano, guitar, bass, drums, percussion, and jazz vocalists. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Concurrent enrollment in MUS 135: Jazz History and/or MUS 138: Jazz Improvisation and/or private lessons (MUS 141/142/241/242/161/162/261/262, or 210/211) is highly recommended. Prerequisite: MUS 131

MUS 135 JAZZ HISTORY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for both musicians and non-musicians. It develops a basic music theory vocabulary to engage in a historical overview of jazz. Recorded and visual materials are utilized in studying the elements, forms and styles of music with the aim of stimulating a discriminating understanding and enjoyment.

MUS 136 ORCHESTRA I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform orchestral music. The course is open to students playing flute, oboe, clarinet, bassoon, horn, trumpet, trombone, tuba, violin, viola, cello, double bass, or percussion at a level NYSSMA 4 or higher. There is one on-campus concert, as well as additional public concerts in the community. Students are expected to supply their own instruments in working condition.

MUS 137 ORCHESTRA II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform orchestral music. The course is open to students playing flute, oboe, clarinet, bassoon, horn, trumpet, trombone, tuba, violin, viola, cello, double bass, or percussion at a level NYSSMA 4 or higher. There is one on-campus concert, as well as additional public concerts in the community. Students are expected to supply their own instruments in working condition. Prerequisite: MUS 136

MUS 138 JAZZ IMPROVISATION**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course introduces musical concepts and develops performance skills for improvisation in a variety of musical contexts. Students bring instruments/voice to class, as learning is primarily hands-on and experiential. Ability to read music at least at a basic level is necessary. Music theory is also presented and discussed as needed, and recorded examples of important developments in various styles of improvisation are listened to, analyzed and discussed in class. Concurrent enrollment in MUS 131/132/231/232: Jazz Ensemble and/or MUS 135: Jazz History and/or private lessons (MUS 141/142/241/242/161/162/261/262, or 210/211) is highly recommended.

MUS 141 APPLIED PIANO LESSONS I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual piano lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 30 minute lessons, perform a jury at the end of the semester, and must pay an additional private lesson course fee. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules.

MUS 142 APPLIED PIANO LESSONS II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual piano lessons in a variety of styles from classical to jazz to modern. Students receive weekly 30 minute lessons, perform a jury at the end of the semester, and must pay an additional private lesson course fee. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Prerequisite: MUS 141

MUS 143 GUITAR ENSEMBLE I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform guitar ensemble music. The course is open to students who play acoustic guitar. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition.

MUS 144 GUITAR ENSEMBLE II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform guitar ensemble music. The course is open to students who play acoustic guitar. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition.

MUS 145 GROUP PIANO I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed to promote facility at the piano and reinforce music reading skills for beginning and early intermediate piano students. Students are presented with general keyboard techniques, and learn solo and group repertoire, which they perform in class. Please note: The course is a group class; students who would prefer private piano instruction should instead register for MUS 141/142/241/242 or MUS 210/211. Suggested corequisites: MUS 104 or MUS 115

MUS 146 GROUP PIANO II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed to promote facility at the piano and reinforce music reading skills for intermediate piano students. Students are presented with general keyboard techniques, and learn solo and group repertoire which they perform in class. Please note: The course is a group piano class; students who would prefer private piano instruction should instead register for MUS 141/142/241/242 or MUS 210/211. Suggested corequisites: MUS 104 or MUS 115. Prerequisite: MUS145

MUS 153 SHOW CHOIR I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

A musical theatre course, this class rehearses and performs a variety of contemporary genres including American Musical Theatre and popular song styles in a choral setting, with ample opportunity for solos, dance and choreography. Members must be able to coordinate transportation in the event that off-campus performances are scheduled.

MUS 154 SHOW CHOIR II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

A musical theatre course, this class rehearses and performs a variety of contemporary genres including American Musical Theatre and popular song styles in a choral setting, with ample opportunity for solos, dance and choreography. Members must be able to coordinate transportation in the event that off-campus performances are scheduled. Prerequisite: MUS 153

MUS 161 PERFORMANCE APPLD MUSIC I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual instrumental or vocal music lessons in a variety of styles from classical to jazz to modern. Students receive weekly 30-minute lessons and perform for a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Beginning students are welcome in voice and for all instruments. Note: Students must pay an additional course fee.

MUS 162 PERFORMANCE APLD MUSIC II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual instrumental or vocal music lessons in a variety of styles from classical to jazz to modern. Students receive weekly 30-minute lessons and perform for a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both the student and instructor schedules. Note: Students must pay an additional course fee. Prerequisite: MUS 161

MUS 201 HISTORY OF MUSIC BEFORE 1750**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for musicians and requires prior knowledge of music. Students study the place of music in Western civilization, through representative works of each period. It entails a comprehensive, chronological study of the periods and schools of vocal and instrumental music, sacred and secular, and a study of the beginnings of Western music thought in ancient Greece to the end of the Baroque era in 1750. Pre-requisite: None.

MUS 202 HISTORY OF MUSIC AFTER 1750**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for musicians and requires prior knowledge of music. Students study the place of music in Western civilization through representative works of each period. It entails a comprehensive, chronological study of the developments, trends, and styles in instrumental and vocal genres of representative composers of the Classic, Romantic, Impressionist, and Modern periods.

MUS 205 VOCAL REPERTOIRE I**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course helps students enhance their vocal skills through the performance of solo works with live accompaniment in their area of musical interest (classical, musical theater, popular styles, etc.). Students also receive practice in articulating effective critiques as well as discussion of vocal health, anatomy, movement for the stage, use of the International Phonetic Alphabet (IPA), and audition techniques presented in mini-workshops. This course will be of special interest to students also enrolled in voice lessons (MUS 161/162/261/262, 210/211).

MUS 206 VOCAL REPERTOIRE II**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is a continuation of Vocal Repertoire I and helps students enhance their vocal skills through the performance of solo works with live accompaniment in their area of musical interest (classical, musical theater, popular styles, etc.). Students also receive practice in articulating effective critiques as well as discussion of vocal health, anatomy, movement for the stage, use of the International Phonetic Alphabet (IPA), and audition techniques presented in mini-workshops. This course will be of special interest to students also enrolled in voice lessons (MUS 161/162/261/262, 210/211) as well as students preparing for transfer or employment as a singer. Prerequisite: MUS 205

MUS 210 PERFORM/APPLIED MUSIC INTNSV I**0 Lecture Hours 6 Lab Hours 3 Credit Hours**

This course provides students with individual instrumental or vocal music lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 90-minute lessons and perform a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator who assigns them a teacher, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Note: Students pay an additional private lesson course fee.

MUS 211 PRFORM/APPLIED MUSIC INTNSV II**0 Lecture Hours 6 Lab Hours 3 Credit Hours**

This course provides students with individual instrumental or vocal music lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 90 minute lessons, and perform a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator who assigns them a teacher; after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Note: Students pay an additional private lesson course fee. Prerequisite: MUS 210

MUS 212 HISTRY OF AMER MUSICAL THEATRE**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed for both musicians and non-musicians. The purpose of this course is to explore the origins and development of American Musical Theatre from the early Twentieth Century through the modern day, with particular regard to how social and cultural events in our nation's history have been reflected within this indigenous art form. Students will be responsible for obtaining theatre tickets and/or accessing appropriate pre-recorded material for their chosen performance reviews at their own time or expense as required for the completion of assignments. Suggestions for arranging low-cost or free alternatives will be offered by the professor.

MUS 219 ELECTRONIC MUSIC WORKSHOP**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

Basic techniques of creating electronic music will be explored beginning with found sound recordings and audio editing, and gradually moving through to more modern musical structures, idioms and advanced production techniques.. A basic music course (such as MUS 101 or 104) or some basic knowledge of the notes on a keyboard (MUS 145/146 or MUS 141/142) and ability to play an instrument is helpful. More serious music study is useful but not required. Students unsure of whether they possess an appropriate musical background should consult with the instructor.

MUS 221 CHORUS III**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

The purpose of this course is to improve the student's ensemble singing through the study and performance of choral music in a variety of musical styles. The course includes at least one public concert providing students an opportunity to perform mastered repertoire. Prerequisites: MUS 122

MUS 222 CHORUS IV**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

The purpose of this course is to improve the student's ensemble singing through the study and performance of choral music in a variety of musical styles. The course includes at least one public concert providing students an opportunity to perform mastered repertoire. Prerequisite: MUS 221

MUS 231 JAZZ ENSEMBLE III**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform jazz ensemble music. The course is open to students playing saxophone, trumpet, trombone, piano, guitar, bass, drums, or percussion, and jazz vocalists. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Concurrent enrollment in MUS 135: Jazz History and/or MUS 138: Jazz Improvisation and/or private lessons (MUS 141/142/241/242/161/162/261/262 or 210/211) is highly recommended. Prerequisite: MUS 132

MUS 232 JAZZ ENSEMBLE IV**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform jazz ensemble music. The course is open to students playing saxophone, trumpet, trombone, piano, guitar, bass, drums, or percussion, and jazz vocalists. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Concurrent enrollment in MUS 135: Jazz History and/or MUS 138: Jazz Improvisation and/or private lessons (MUS 141/142/241/242/161/162/261/262 or 210/211) is highly recommended. Prerequisite: MUS 231

MUS 236 ORCHESTRA III**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform orchestral music. The course is open to students playing flute, oboe, clarinet, bassoon, horn, trumpet, trombone, tuba, violin, viola, cello, double bass, or percussion at a level NYSSMA 4 or higher. There is one on-campus concert, as well as additional public concerts in the community. Students are expected to supply their own instruments in working condition. Prerequisite: MUS 137

MUS 237 ORCHESTRA IV**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course is designed for musicians and requires prior knowledge and ability to read music. Students rehearse and perform orchestral music. The course is open to students playing flute, oboe, clarinet, bassoon, horn, trumpet, trombone, tuba, violin, viola, cello, double bass, or percussion at a level NYSSMA 4 or higher. There is one on-campus concert, as well as additional public concerts in the community. Students are expected to supply their own instruments in working condition. Prerequisite: MUS 236

MUS 241 APPLIED PIANO LESSONS III**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual piano lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 30 minute lessons and perform for a jury at the end of the semester. Students must attend an introductory organizational meeting the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Note: Students must pay an additional course fee. Prerequisite or Corequisite: MUS142

MUS 242 APPLIED PIANO LESSONS IV**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides students with individual piano lessons in a variety of styles from classical to jazz to modern. Students receive weekly 30 minute lessons, perform for a jury at the end of the semester, and must pay an additional private lesson course fee.

Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Prerequisite: MUS 241

MUS 243 GUITAR ENSEMBLE III

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Students rehearse and perform guitar ensemble music. The course is open to students who play acoustic guitar. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Prerequisite: MUS 144

MUS 244 GUITAR ENSEMBLE IV

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Students rehearse and perform guitar ensemble music. The course is open to students who play acoustic guitar. There is one on-campus concert, and additional performances may be required. Students are expected to supply their own instruments in working condition. Prerequisite: MUS 243

MUS 253 SHOW CHOIR III

0 Lecture Hours 2 Lab Hours 1 Credit Hour

A musical theatre course, this class rehearses and performs a variety of contemporary genres including American Musical Theatre and popular song styles in a choral setting, with ample opportunity for solos, dance and choreography. Members must be able to coordinate transportation in the event that off-campus performances are scheduled. Prerequisite: MUS 154

MUS 254 SHOW CHOIR IV

0 Lecture Hours 2 Lab Hours 1 Credit Hour

A musical theatre course, this class rehearses and performs a variety of contemporary genres including American Musical Theatre and popular song styles in a choral setting, with ample opportunity for solos, dance and choreography. Members must be able to coordinate transportation in the event that off-campus performances are scheduled. Prerequisite: MUS 253

MUS 261 PERFORMANCE APPLIED MUSIC III

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course provides students with individual instrumental or vocal music lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 30-minute lessons and perform for a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Note: Students must pay an additional course fee. Prerequisite: MUS 162

MUS 262 PERFORMANCE APPLIED MUSIC IV

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course provides students with individual instrumental or vocal music lessons in a variety of styles including classical, jazz, and modern. Students receive weekly 30-minute lessons and perform for a jury at the end of the semester. Students must attend an introductory organizational meeting on the first Friday of the semester with the Music Coordinator, after which they schedule their weekly lessons based on a time that fits both student and instructor schedules. Note: Students must pay an additional course fee. Pre- or co-requisite: MUS 261

MUS 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of music or other related areas. The student's time commitment to the project will be approximately 35-50 hours.

MUS 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to MUS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

MUS 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to MUS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

NURSING (NUR)

NUR 090 NYS LPN TO RN TRANSITION CRSE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

The New York State LPN to RN Transition course is designed to validate prior learning, and update/enhance the student's knowledge. This course facilitates transition from the role of Practical Nurse to that of a student preparing for the role of Registered Nurse. Emphasis is placed on the National League for Nursing (NLN) core competencies related to human flourishing, nursing judgment, professional identity and spirit of inquiry. Completion of this course does not imply acceptance into the DCC nursing program. This course may not be repeated. Prerequisites and/or corequisites: Requirements for enrollment include eligibility for licensure as a licensed practical nurse in a United States Jurisdiction. Students wishing to enter the DCC nursing program must follow the matriculation and prerequisite requirements for the LPN to RN program as outlined in the Nursing Program Application. Note: NUR090 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

NUR 105 NURSING SCIENCE I

3 Lecture Hours NaN Lab Hours 6 Credit Hours

This clinical course correlates with the foundation of nursing practice. Assessment of basic needs across the life span is a major focus. Psychomotor skills basic to the practice of professional nursing are practiced in weekly two-hour college laboratory sessions. In addition, a weekly six-hour clinical experience occurs in long-term care facilities with a focus on aging populations. A minimum grade of C is required to advance to NUR 112. A student may attempt the course two times depending on the re-entry rubric score. Prerequisites and/or corequisites: Satisfactory score on the Nursing Eligibility Rubric and a score of Proficient or better on the TEAS exam; C grade or better in BIO 131 or concurrent enrollment. Corequisite NUR 107.

NUR 107 SURVEY OF PROFESSIONAL NURSING

1 Lecture Hour 0 Lab Hours 1 Credit Hour

The student explores issues and aspects of the profession of nursing: historical overview of modern nursing, professionalization of the student nurse, overview of the contemporary health care delivery system, ethical and legal issues of professional nursing practice, values clarification and nursing judgment. A minimal grade of C is required to advance to NUR 112. A student may attempt the course two times. Co-requisite: NUR 105.

NUR 112 NURSING SCIENCE II

5 Lecture Hours NaN Lab Hours 8 Credit Hours

Students focus on providing safe and evidence-based care to patients requiring surgery. In this clinical course the utilization of nursing judgment promotes adaptation of pathophysiologic aspects specific to adults and children experiencing accidental trauma, surgical interventions, burns, musculoskeletal trauma, gynecological, biliary and eye diseases. Complex psychomotor skills for the practice of professional nursing are included in the two-hour weekly college laboratory. Students care for patients in a variety of settings during the weekly six-hour clinical. The course may be repeated two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisite: C grade or better in BIO 131; C or better in NUR 105 and NUR 107; Concurrent enrollment in BIO 132. A minimal grade of C is required to continue to NUR 213 and NUR 215.

NUR 120 LPN TO RN BRIDGE

2 Lecture Hours 0 Lab Hours 2 Credit Hours

The course prepares the LPN student for the DCC nursing curriculum and entry into NUR 213 or NUR 215. The course emphasizes the development of nursing judgment and uses the organizing framework of the nursing program as the basis for providing care for patients with medical-surgical diagnoses. A minimum grade of C is required to continue to NUR 213 or NUR 215. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisites and/or corequisites: Satisfactory completion of the New York State Coalition LPN to RN Transition Course. C grade or better in BIO 131; concurrent enrollment in NUR 120 and BIO 132. Students must follow the prerequisite requirements for the LPN to RN program as outlined in the Nursing Program Application.

NUR 204 PROFESSIONAL ISSUES IN NURSING

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course discusses Issues relevant to the professional role of the associate degree nurse are presented. An overview of the Nurse Practice Act prepares the student to understand the dilemmas facing the delivery of contemporary nursing. Students are guided through the application process for the RN licensure examination. A minimal grade of C or better is required to complete this course. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisites: NUR 107, NUR 105, NUR 112, NUR 213, NUR 215 (or NUR 090 and NUR 120, NUR 213, NUR 215 for LPNs) and concurrent enrollment in NUR 216 and NUR 218

NUR 213 NURSING SCIENCE III

5 Lecture Hours NaN Lab Hours 8 Credit Hours

This clinical course focuses on the use of nursing judgment to promote safe, evidenced-based care to adults and children experiencing complex respiratory, digestive, cardiovascular, oncologic, urinary, hepatic disorders, and infectious processes.

Complex cognitive and psychomotor skills, necessary for the practice of professional nursing, are included in the two-hour weekly college laboratory. Students care for patients in a variety of settings in weekly six-hour clinical experiences. A minimal grade of C or better is required to progress to NUR 216. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisites: C grade or better in BIO 132 and C grade or better in NUR 112; concurrent enrollment in BIO 212.

NUR 215 PARENT-CHILD NURSING

2 Lecture Hours NaN Lab Hours 3 Credit Hours

Parent-child nursing is the study of nursing care related to the prenatal, intrapartal and postpartal periods of the woman and her family. The focus of the course is the use of clinical judgment to provide safe, evidence-based care. Reproductive issues and selected abnormal conditions during pregnancy and child birth are included. Common congenital/genetic conditions and childhood diseases are also discussed. Students care for patients in a variety of settings during the bi-weekly six-hour clinical. The sites for these experiences are discussed in the first class meeting. A grade of C or better is required to pass. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisites: C grade or better in BIO 132 and NUR 112 or NUR 120; concurrent enrollment in BIO 212 and NUR 213 or NUR 216 and NUR 218.

NUR 216 NURSING SCIENCE IV

3 Lecture Hours NaN Lab Hours 4 Credit Hours

Nursing care of patients with psychiatric and neurological dysfunction is explored in this clinical course. Students care for patients in a variety of settings. Weekly six-hour clinical experiences are divided into five weeks of neurological and five weeks of psychiatric nursing. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisites: C grade or better in BIO 212; C grade or better in NUR 213, NUR 215.

NUR 218 NURSING SYNTHESIS

1 Lecture Hour NaN Lab Hours 2 Credit Hours

The nursing program is capped by this preceptorship course which focuses on the transition of the student nurse to the role of the professional nurse. The content emphasizes the synthesis of the knowledge, skills, attitudes and competencies as defined by the National League of Nursing. Students precept with professional nurses in a variety of settings for two clinical eight-hour days for five weeks. A grade of C or better in NUR 218 is required to complete the nursing sequence. The course may be attempted two times provided the student scores a 3 or better on the re-entry rubric, is granted re-entry by the Appeals Committee, and has not used the appeals process for any other nursing course. Prerequisite: C grade or better in NUR 216.

NUR 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of nursing or related areas. The student's time commitment to the project will be approximately 35-50 hours.

NUR 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to NUR 271, except that the student's time commitment to the project will be approximately 70-90 hours.

NUR 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to NUR 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PARALEGAL (PAL)

PAL 110 FUNDAMENTALS OF PARALEGALISM

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will provide students with an overview of the role of paralegals in the legal system. Topics to be examined include: employment specialties, professional development, law office operations, client relations, legal interviewing and professional ethics. Upon completion of this course, students should be better able to determine if they wish to continue their education in the paralegal field.

PAL 120 LEGAL RESEARCH

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An introduction to legal research sources and methods, and the drafting of legal memoranda based upon such research. Students will be trained to effectively and efficiently find legal principles and authorities from primary and secondary sources of law using both text and computerized resources. Both Federal and New York State applications will be addressed.

PAL 151 INTRODUCTION TO LAW

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A general survey course in law with special emphasis given to administrative law and constitutional law. Students will gain insight into various subject areas of law, the courts, and alternative dispute resolution.

PAL 210 FAMILY LAW

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of the law of domestic relations of New York, focusing on the substantive law of marriage, separation, divorce, annulment and family obligations. Attention is also given to procedural laws concerning Family Court proceedings and the drafting of documents related to family law practice. Prerequisites: PAL 110 and PAL 120.

PAL 220 WILLS, TRUSTS, AND ESTATES

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is a study of the legal aspects of preparing valid wills and probating the deceased's estate. In addition, procedures of estate administration without a will, estate settlement, discharge of fiduciary duties, taxation, trust creation and administration will be addressed. The function of the paralegal in this area of law will serve as the basis for topic coverage. Prerequisites: PAL 110 and PAL 120.

PAL 230 LAW OF BUSINESS ORGANIZATIONS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A study of sole proprietorships, partnerships, limited liability companies and corporations, focusing on the applicable legal principles and preparation of documents relating to the organization and operation of each. The function of the paralegal in this area of law will serve as the basis for topic coverage. Prerequisites: PAL 110 and PAL 120.

PAL 240 CIVIL LITIGATION

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course focuses on fundamental principles and procedures of the civil litigation process. Upon completion, students will be familiar with the pretrial, trial and post-trial stages of litigation, including rules of procedure and the paralegal's role in case preparation, discovery and the drafting of pleadings, motions and other documents. Prerequisites: PAL 110 and PAL 120.

PAL 250 REAL PROPERTY LAW

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course focuses on the law of real estate with an in-depth survey of the common types of property ownership and conveyances. Relevant documents, including contracts of sale, mortgages, deeds and leases are examined. The role of the paralegal in helping to facilitate various real estate transactions is stressed. Prerequisites: PAL 110 and PAL 120.

PAL 260 LEGAL WRITING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Students will further develop and practice legal research, analysis, and writing skills through analysis of hypothetical situations and preparation of relevant legal documents, such as correspondence, court forms, and legal memoranda. Prerequisites: PAL 120 and ENG 101

PAL 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of paralegal or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PAL 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to PAL 271 except that the student's time commitment to the project will be approximately 70-90 hours.

PAL 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to PAL 271 except that the student's time commitment to the project will be approximately 105-135 hours.

PAL 290 PARALEGAL INTERNSHIP

1 Lecture Hour 8 Lab Hours 3 Credit Hours

This non-required course provides paralegal students with an opportunity to gain work experience in a law office or other related legal work environment. Course requirements include a minimum of 120 hours during the semester in a supervised internship environment requiring the completion of a variety of activities assigned to a paralegal. The course also requires participation in regularly scheduled seminars with the instructor and the completion of regular internship reports. Prerequisites: Matriculation in

the Paralegal AAS Degree program, AND PAL 110 and PAL 120, AND 3 of: PAL 210, PAL 220, PAL 230, PAL 240 or PAL 250, AND permission of the department.

PARAMEDIC (PAR)

PAR 101 ADVANCED AIRWAY MANAGEMENT

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This lab course is designed to review basic life support airway assessment and management techniques, and develop mastery in the ability to establish and maintain a patient airway, deliver oxygen and ventilate a patient at an advanced level. The focus of this course is on the complex cognitive and psychomotor skills necessary for assessing and treating airway compromise. Student will be introduced to out of hospital pharmacological intervention and surgical airway access in the critical patient. Prerequisite: Current NYS EMT certification, EMB 101, and BIO 115 with a grade of "C" or better.

PAR 102 PATHOPHYS & LIFE SPAN DEV

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This is an introductory course in pathophysiology as it relates to out of hospital medicine. This course focuses on human responses to illness expressed at the physiologic, pathophysiologic, experiential and behavioral levels. Human responses are examined in terms of assessments appropriate to selected problems, rationale for paramedic and medical interventions, and therapeutic effectiveness. Topics include: General Principles of Pathophysiology and Life Span Development. Prerequisite: Current NYS EMT Certification and BIO 115 with a grade of C or better.

PAR 106 PHARMACOLOGY & IV THERAPY

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course is designed to introduce the paramedic student to the categories of pharmacological agents and the application of pharmacological concepts to clinical paramedic practice. Emphasis will be placed on understanding physiological drug actions. Topics include pharmacology, intravenous therapy and medication administration. The lab section covers psychomotor skills of medication administration, blood drawing and intravenous therapy. Skills include phlebotomy, intramuscular and subcutaneous injections, intravenous cannulation, intravenous drug administration, inhalation administration, and sublingual drug administration. Prerequisites: Current NYS EMT Certification, EMB 101 with a grade of "C" or better. Corequisite: PAR 101

PAR 108 PARAMEDIC PREP AND OPERATIONS

3 Lecture Hours 1 Lab Hour 3 Credit Hours

An entry level course designed to orient the Paramedic student to the requirements of the Paramedic Curriculum and to expose the student to various field operations and procedures. The laboratory section allows for hands-on supervised practice of topics covered. Topics covered: Orientation to the Curriculum, Research in EMS, Roles and Responsibilities of the Paramedic, Medical/Legal issues, The Well Being of the Paramedic, Illness and Injury Prevention, Ethics, Therapeutic Communications, Incident Command, Rescue Awareness and Operations, Vehicle Operations, Tactical EMS and Crime Scene Awareness, Hazardous Materials Awareness, Disaster Response, and Wilderness EMS. Prerequisites: Current NYS EMT Certification and BIO 115 and EMB 101, both with a grade of C or better.

PAR 120 CLINICAL I

0 Lecture Hours 8 Lab Hours 2 Credit Hours

This clinical course is designed to accompany the Pathophysiology and Pharmacology and Advanced Airway Courses. Clinical rotations focus on the development of triage skills, recognition of disease pathology and progression, intravenous therapy, blood drawing and medication administration skills. Prerequisites: Current NYS EMT Certification and EMB 101 with a grade of C or better. Corequisite: PAR 106

PAR 201 TRAUMA

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course introduces the paramedic student to specific pathophysiology, assessment and management techniques for trauma patients. Topics include mechanism of injury, hemorrhage and shock, soft tissue trauma, burns, head and facial trauma, spinal trauma, thoracic trauma, abdominal trauma, musculoskeletal trauma and special considerations. The lab section teaches psychomotor skills of the management of the trauma patient. Skills include, trauma patient assessment, airway management of the trauma patient, splinting of musculoskeletal injuries and treatment of various trauma conditions including shock, hemorrhage and burns. Prerequisite: PAR101, PAR102, and PAR106, all with a grade of C or better.

PAR 203 CARDIOLOGY AND PULMONOLOGY

3 Lecture Hours 2 Lab Hours 4 Credit Hours

This course covers the specific pathophysiology, assessment and management of the respiratory and cardiac systems. Psychomotor skills included are cardiac monitoring, defibrillation, cardioversion, transthoracic pacing, cardiac emergency management and cardiac arrest management. Prerequisites: PAR 101, PAR 102, and PAR 106 all with a grade of C or better Corequisites: PAR 201 and PAR 205

PAR 205 MEDICAL EMERGENCIES I**4 Lecture Hours 0 Lab Hours 4 Credit Hours**

This course covers specific pathophysiology, assessment, and management techniques for common medical conditions encountered in the field. Topics include: Neurology, gastroenterology, urology, endocrinology, toxicology, allergies and anaphylaxis, hematology, infectious and communicable diseases. Special patient populations and circumstances are also addressed; acute interventions in the home care patient, abuse and assault, behavioral and psychiatric disorders, environmental conditions, and the challenged patient. Prerequisites: PAR 102, PAR 106 both with a grade of "C" or better.

PAR 206 PATIENT ASSESSMENT**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course is designed to integrate the technique of patient assessment for various chief complaints, starting with initial assessment of the patient through treatment modalities. Topics include: Culture of Safety, History taking, techniques of physical examination, scene size-up, initial assessment, history and physical exam, differential diagnosis, on-going assessment, and difficult communication. The lab section teaches the psychomotor skills of patient assessment, incorporating all advanced level skills along with proper communication and documentation.. Pre-Requisites: PAR 201, PAR 203, PAR 205 all with a grade of "C" or better. Pre- or Co-Requisite: PAR 209 Co-Requisite: PAR 240

PAR 209 MEDICAL EMERGENCIES II**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course focuses on the pathophysiology, assessment techniques and treatment modalities for illness and injury in the area of gynecology, obstetrics, neonates, pediatrics and geriatrics. Complex cognitive theory and psychomotor skills that are necessary for the practice of professional out of hospital emergency care are covered in the lecture and lab component of this course. Pre/Co-Requisites: PAR 205 with a grade of C or better. Co-Requisite: PAR 230

PAR 220 CLINICAL II**0 Lecture Hours 8 Lab Hours 2 Credit Hours**

This clinical course is designed to follow the Advanced Airway Management course (PAR 101) and accompany the Cardiology and Pulmonology (PAR 203), Trauma (PAR 201), and Medical Emergencies I (PAR 205) courses. Clinical rotations focus on the development of psychomotor skills and integrative skills. Pre-Requisites: PAR 120 with a grade of $\geq C$ or better. Co-Requisites: PAR 201, PAR 203, PAR 205.

PAR 230 CLINICAL III**0 Lecture Hours 8 Lab Hours 2 Credit Hours**

This clinical course is designed to accompany or follow the Medical Emergencies II course. Clinical rotations focus on treatment of special patient populations and special clinical situations and reinforcement of previous clinical lessons learned. Pre- or corequisite: PAR 203 and PAR 220 with a grade C or better in each Corequisite: PAR 209.

PAR 240 SUMMATIVE EVALUATION**0 Lecture Hours 16 Lab Hours 4 Credit Hours**

This summative field evaluation determines if the student is competent to serve as an entry-level clinician. Field rotations place the student in the role of team leader for all calls and expect them to integrate history taking, physical exam and cognitive knowledge into the total management of the patient. Comprehensive examinations evaluate the candidate's knowledge base and psychomotor skills. Pre- or corequisite: PAR 230 Corequisite: PAR 206 *In addition, students must secure approval of the Medical Director, Paramedic Program Coordinator and Clinical Coordinator to take this class.

PAR 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience or other activities that advance the student's knowledge and competence in the field of paramedic or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PAR 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PAR 271 except that the student's time commitment to the project will be approximately 70-90 hours.

PAR 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PAR 271 except that the student's time commitment to the project will be approximately 105-135 hours.

PUBLIC HEALTH (PBH)

PBH 101 INTRO TO PUBLIC HEALTH

3 Lecture Hours 0 Lab Hours 3 Credit Hours

A general introduction to what public health is, its importance for everybody's health, and how it functions as a combination of science and politics. The role of the public health system will be illustrated by describing issues confronting New York State and what is being done about them.

PBH 102 PROMOTNG HLTHY PEOPLE & CMNTIS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course focuses on how health promotion strategies influence healthy behaviors, healthy people, and healthy communities. Current public health issues will guide us in examining key health promotion concepts, health concerns at different ages, and the causes of different health behaviors. Health inequalities and mass media's role will also be highlighted.

PBH 203 CONCEPTS OF EPIDEMIOLOGY

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to introduce students to the science of epidemiology. Specific subjects will include causal thinking, the epidemiologic framework, and study designs used in epidemiologic studies and the role of epidemiology in public health. Examples of famous studies will be discussed, including outbreak investigations and major studies that have identified risk factors for the more common diseases in the country and world today. Prerequisite: MAT 118

PBH 204 GLOBAL HEALTH

3 Lecture Hours 0 Lab Hours 3 Credit Hours

The environment affects our health, economics, and quality of life. Globalization has made the earth a much smaller place so that we can no longer focus merely on issues in the United States. This course will address global environmental concerns and their impact on human health. Students will discuss various affecting factors (e.g., urbanization, population pressure, climate change, atmospheric pollution, sanitation, etc.) within the context of the impacts on population throughout the world.

PBH 205 U.S. HEALTH CARE SYSTEM

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will introduce the students to important issues underlying the U.S Health Care System - including issues of contemporary importance such as health care cost, health care quality, access to care, increasing number of uninsured, patient safety, prescription drugs policies, physician-patient interaction, adoption and use of health care technologies, and end-of-life care. The course is intended to provide students with an understanding of the various actors, stakeholder interactions, and functions of the U.S. health care system, through a case-based approach interweaving real world events, practice experience, and research on the above issues.

PHLEBOTOMY (PDC)

PDC 101 BASIC CONCEPTS OF PHLEBOTOMY

3 Lecture Hours 2 Lab Hours 4 Credit Hours

A study of the basic concepts of phlebotomy and of the responsibilities of the phlebotomist. The course will cover such topics as job responsibilities, organizational structure of a laboratory, basic understanding of major body systems, collection equipment, blood collection procedures, infection control, safety, specimen transport and processing, quality control and professionalism.

PDC 102 PHLEBOTOMY INTERNSHIP

2 Lecture Hours 8 Lab Hours 4 Credit Hours

Clinical internship in a health care institution where knowledge and skills and actual job performance are integrated in a clinical program. Prerequisite: PDC 101 with a grade of C or better.

PDC 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of phlebotomy or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PDC 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to PDC 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PDC 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to PDC 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PHYSICAL EDUCATION (PED)

PED 101 SELF-DEFENSE

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Practical self-defense training offers students an opportunity to learn methods of protection from assault and, where necessary, how to control an attacker. Participants will be taught the practical aspect of self-defense and how to relate their training to an actual attack.

PED 106 INTRO TO WEIGHT TRAINING

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course is designed to give the student fundamental skills of weight training. Emphasis is placed on proper form and technique using a variety of strength training equipment. Exercise using aerobic equipment will also be introduced.

PED 113 INTRODUCTION TO MARTIAL ARTS

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course will introduce students to a variety of martial arts practices and basic defense strategies. Students will focus on building stamina, instilling confidence and making decisions. Primarily for beginners, this course can act as a refresher to experienced martial artists also. Historical guidelines will be included.

PED 114 STRETCH AND STRENGTHEN

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Stretch and Strengthen is a physical fitness course designed to develop muscular endurance and flexibility. Weights and other types of resistive equipment are used to develop fitness. An emphasis is also placed on the use of stretch and relaxation techniques in the management of stress.

PED 115 CORE CONDITIONING THRU PILATES

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Through lecture, demonstration and actual practice, students will learn basic Pilates movement principles and concepts, the importance of functional strength and flexibility, anatomy and kinesiology and breathing technique. Basic Pilates mat work will be supplemented by the use of additional equipment to enhance the development of balance, skill and core strength.

PED 116 YOGA

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Yoga is an applied science of the mind and body. The primary emphasis of the course will be on general well-being. Students will be exposed to various forms of yoga and will learn gentle stretches, postures designed to keep the body fit, spiritual philosophy, breathing practices, relaxation and meditation.

PED 117 WALKING FOR FITNESS

0 Lecture Hours 2 Lab Hours 1 Credit Hour

Walking is a popular exercise activity that can accommodate a variety of fitness levels. Students will learn about fitness walking as a means of improving health and cardiorespiratory endurance. Proper walking technique as well as race walking and interval programs are incorporated to provide a comprehensive overview of various walking program modalities. Field trips will be incorporated as a means of exploring various walking trails within the Hudson Valley.

PED 118 INTRO TO ROCK CLIMBING

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course covers the basic essentials of indoor rock climbing. Students will learn to be self-sufficient, capable, and safe indoor climbers. Students will be assessed on their knowledge of belay technique, climbing technique, familiarity with climbing-specific knots, and climbing terms. Prerequisite: Students must possess an adequate level of physical fitness, which can be indicated by the ability to walk up two flights of stairs without discomfort.

PED 137 MIND AND BODY WELLNESS

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This course will help the student to discover their natural state of health, energy, and clarity. This course will describe the tools and introduce the activities which foster balance and harmony in life, whether one is healthy or suffering from chronic pain or illness.

PED 138 EXERCISE FOR FITNESS & WT MGMT**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course provides a well-rounded exercise program that enables students to work on developing all components of fitness through fun and varied workouts while teaching them safety, body awareness, and fitness training principles.

PED 139 WEIGHT TRAINING FOR WOMEN**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course emphasizes the development of functional strength, muscle mass and continued independence with age for women through the practice of regular strength training. Students will gain confidence in navigating the weight room area and using strength training equipment. Building a weight training program with variety and enhancing skills to adapt it for future needs is a major focus.

PED 145 CARDIO CONDITIONING**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course utilizes a varied aerobic workout that provides effective conditioning of the muscles, heart, lungs and blood vessels so that the body is strengthened through healthy use. The class offers options for low and high intensity, incorporating sports moves, interval and circuit training, and dance. A segment on muscle endurance and flexibility is also included. The exercise program provides an enjoyable way to work towards a lifetime of physical fitness.

PED 149 T'AI CHI CH'UAN**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

T'ai Chi Ch'uan is an ancient martial art form that provides a form of low impact exercise with a focus on achieving balance of mind and body and creating a healthy flow of energy throughout the body. The practice develops coordination and agility and is recognized as an effective stress management technique.

PED 152 HIGH INTENSITY INTERVAL TRNING**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course will explore the concepts and techniques of high-intensity interval training (HIIT). Students will be introduced to activities specific to HIIT that focus on improving cardiovascular health, muscle tone, metabolic function, energy output, and overall functional ability.

PED 153 TRX TRAINING**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

This course will explore the concepts and techniques of total body resistance training (TRX) using the TRX suspension trainer system. Students will be introduced to activities that focus on bodyweight exercises that allow for a full-body workout that can target cardiorespiratory endurance, muscular strength, endurance and power, flexibility, balance training, and core stability.

PED 197 FENCING**0 Lecture Hours 2 Lab Hours 1 Credit Hour**

The historic art of fencing. Offense and defense with the foil, sabre and epee are taught. Romantic air of Cyrano, Zorro and other great duelers lend to the thrill of learning these skills. Competition, scoring and safety are covered.

PED 202 FITNESS TRAINING PRACTICUM**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

A special learning experience for students interested in a comprehensive study of fitness programming. Under the supervision of a faculty member, students act as trainers in the DCC Fitness Center. Study will include safe and effective operation of strength and aerobic exercise equipment, fitness training principles, and the development of individual fitness programs. There are three lab hours to be arranged by the student in addition to the two scheduled lecture hours.

PED 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of physical education or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PED 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PED 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PED 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PED 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PERFORMING ARTS (PFA)

PFA 100 PERFORMING ARTS INTRO SEMINAR

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course introduces students to the field of performing arts and helps guide them in making decisions leading to success in performing art studies and to a career in the performing arts. It provides an overview of courses and training needed, preparing for auditions, career opportunities and possible transfer options. In addition, there will be specific units on various study and rehearsal skills, which lead to success in college and in the performing arts.

PHILOSOPHY (PHI)

PHI 107 INTRO TO THE ART OF REASONING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is concerned with techniques for identifying an argument, its components and suppositions, and for evaluating all these elements. Besides the analysis of arguments, topics will include deductive and inductive forms, rational decision-making and recognition of informal fallacies. Emphasis will be on heightening the student's ability to convey ideas concisely, to formulate arguments clearly and to appraise them critically.

PHI 201 INTRODUCTION TO PHILOSOPHY

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course involves a survey of representative problems in some of the major areas of philosophy, and the positions of different schools of philosophic thought on these problems. Topics considered include free will, the problem of religious belief, knowledge and truth, the problem of the self, morality, reality and being, and the problem of the external world.

PHI 203 MAJOR RELIGIONS OF THE WORLD

3 Lecture Hours 0 Lab Hours 3 Credit Hours

An exploration of the cultural expressions and spiritual values of the world's great religions. The course aims at extending and deepening the student's awareness of the doctrine, mythology, symbolism and ritual at the heart of each religion. Among those religions studied will be Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity and Islam.

PHI 205 INTRODUCTION TO ETHICS

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is designed to introduce students to the study of ethics and the nature of morality. A wide range of ethical issues is considered, including moral relativism, the principle of utility, duty-based ethics and natural law theory. Additionally, the course will focus on problems of applied morality, examining and discussing alternative positions on such issues as abortion, euthanasia, capital punishment, economic justice, etc.

PHI 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of philosophy or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PHI 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to PHI 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PHI 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to PHI 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PHYSICAL SCIENCE (PHS)

PHS 101 THE PHYSICAL WORLD

3 Lecture Hours 2 Lab Hours 4 Credit Hours

An introductory science course designed to introduce the student to the physical principles that govern the operation of machines that they encounter in their everyday lives. Topics include the metric system, simple machines, work, energy, states of matter, fluids, buoyancy, pressure, heat, nuclear energy, waves, light, color, sound, electricity, magnetism and computers. Laboratory experiments illustrate both the concepts studied and the general techniques of structured experimentation.

PHS 102 EARTH SCIENCE**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

A first course for students interested in planet earth. Topics to be considered include the earth's place in the universe, earth's materials and processes and earth's weather systems. Particular emphasis is placed on the individual's relationship to the planet. Discussions of earth's resources, waste disposal and geologic hazards such as earthquakes will be included. Laboratory work is supplemented by field trips.

PHS 103 PHYSICAL SCI & THE ENVIRONMENT**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course provides a local, regional and global perspective of major environmental issues. Topics such as population growth, food production, energy use, pollution, global warming and other technology are studied at the intro level. Field Labs constitute a major portion of the laboratory work.

PHS 107 ENERGY AND THE ENVIRONMENT**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course examines how man has met his energy needs in the past through the exploitation of the earth's natural resources and what alternative resources we may use in the future. We will examine modern methods of energy production, including exploration, mining, production, refining, distribution and environmental impact. Specific topics will include wood, coal, oil, natural gas, hydroelectric, nuclear fission, nuclear fusion, solar, wind, geothermal, biomass, ocean thermal energy conversion, conservation and environmental pollution.

PHS 111 WEATHER AND CLIMATE**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

An introductory study of energy, temperature, moisture, precipitation and winds that combine to create our weather. Topics include the causes of the seasons, forms of moisture in the atmosphere, atmospheric stability, cloud development, precipitation processes, winds, storm systems, thunderstorms, hurricanes, tornadoes and climate variability. Labs include the forces of weather and climate, heating the atmosphere, determining atmospheric stability, reading weather maps, drawing weather maps and climate studies. A scientific calculator is required.

PHS 112 WATER RESOURCE ISSUES**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

Substantial water resources are required by our growing global population. Water is used for drinking, recreation, generating electricity and by industry; it also flushes our toilets and is easily contaminated by landfills, salt and other human sources. Water is also an essential part of natural ecosystems. Students explore these multiple water demands and the challenges created by conflicting resource requirements. Case studies include investigation of the Everglades, the Mississippi River flood in 1993 and the Exxon Valdez oil spill. Labs include field trips and in-class exercises; students are introduced to the water cycle, the basic chemistry and physics of water, and the use of maps in water resource investigations.

PHS 114 CULINARY CHEMISTRY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

A study of the application of basic scientific concepts to cooking and food science. Nutritional properties of foods, food preparation, food preservation, and social and economic issues surrounding food will be examined. Scientific topics to be studied include: fundamentals of food chemistry; molecular structure, interactions and reactions; biochemistry; energy content; mixtures and phase changes; application of concepts to common cooking processes and recipes. This course may be used in place of CHE 111 as preparation for CHE 121. A scientific calculator is required.

PHS 115 FUNDAMENTALS OF ELECTRICITY**3 Lecture Hours 2 Lab Hours 4 Credit Hours**

This course provides a basic understanding of the fundamental principles of electricity including quantities such as voltage, current, resistance, and power. Underlying physical principles, as well as applications, will be emphasized. The course includes a comparison of the characteristics and uses of both dc and ac electricity. Hands-on lab activities involve observations and measurements of electrical quantities, using components such as dc sources, resistors, capacitors, and inductors. Prerequisite: Placement level 2 (see DCC Math Placement Table)

PHS 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of the physical sciences or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PHS 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PHS 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PHS 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PHS 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PHYSICS (PHY)**PHY 121 GENERAL PHYSICS I****3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A general college physics course covering principles of mechanics, including kinematics, Newton's laws, conservation of energy and momentum, rotational motion, simple harmonic motion. Three lecture hours plus weekly three-hour laboratory. Prerequisite: Math Placement Level 4 (See Math Placement Table) or MAT 184 or MAT 132 with a grade of C or better.

PHY 122 GENERAL PHYSICS II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

A continuation of PHY 121, beginning with the study of fluids then moving on to heat, electricity and magnetism, waves and optics, and modern physics. Three lecture hours plus weekly three-hour laboratory. Prerequisite: PHY 121 with a grade of C or better.

PHY 125 CONVERSATIONS-MODERN PHYSICS**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

An introductory course of modern physics topics including relativity, wave particle duality, quantization of light and energy, etc. This course is for students who are interested in discussing and learning about these topics and their applications. Prerequisites: MAT 184 with a grade of C or better and one year of high school physics or PHY 121 with a grade of C or better.

PHY 151 CALCULUS-BASED PHYSICS I**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

This is the first semester of a three-semester sequence of calculus based physics. This course gives students who plan to major in either physics or engineering an understanding of physical concepts and their applications through the use of calculus. The laboratory is designed to teach basic experimental techniques and to verify physical concepts. PHY151 is primarily concerned with mechanics, including basic vector operations, kinematics, Newton's Law, work, energy, and conservation laws. Prerequisites: MAT 221 with a C or better and either PHY121 with a C or better or one year of high school physics with a grade of 75 or better. Concurrent enrollment in MAT 222 strongly recommended.

PHY 152 CALCULUS-BASED PHYSICS II**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

PHY152 is the second semester of physics in the calculus-based physics sequence. This course gives students who plan to major in either physics or engineering a fundamental understanding of electric and magnetic principles. Prerequisite: PHY 151 with a grade of C or better and MAT 222 with a C or better.

PHY 251 ENGINEERING PHYSICS III**3 Lecture Hours 3 Lab Hours 4 Credit Hours**

This is the third semester of calculus based physics and is required for anyone pursuing a degree in physics or engineering. The major topics studied in this course are fluids, harmonic motion, wave motion, sound, thermodynamics, kinetic theory of gases and optics. Prerequisites: PHY 152 with a grade of C or better or permission of the department AND MAT 223 with a C or better or concurrent enrollment in MAT 223

PHY 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of physics or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PHY 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PHY 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PHY 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PHY 271, except that the student's time commitment to the project will be approximately 105-135 hours.

PORTUGUESE (POR)**POR 101 ELEMENTARY PORTUGUESE I****3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This is the first half of a foundation to the Portuguese language vocabulary and structure. It is for students with little or no previous knowledge of the language. Included are the fundamentals of speaking, listening, reading and writing, as well as culture relating to the Portuguese-speaking world. Grammatical concepts will include the present-tense verbs and basic sentence syntax.

POR 102 ELEMENTARY PORTUGUESE II**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This is the second half of a foundation course to the Portuguese language vocabulary and structure. It is a continuation of Elementary Portuguese I. Included are additional fundamentals of speaking, listening, reading and writing as well as culture relating to the Portuguese-speaking world. Grammatical concepts will include both preterit and imperfect past-tense verb forms. Prerequisite: POR 101 or permission of the department

PSYCHOLOGY (PSY)**PSY 102 INTERVWNG/COUNSELING SKILLS****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of basic helping, counseling and crisis intervention skills with an emphasis on facilitating client growth and interpersonal effectiveness.

PSY 111 INTRODUCTION TO PSYCHOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Emphasis in this course is on major aspects of human behavior and its adaptation to the environment. Topics include learning, stress, sensation and perception, physiological psychology, cognition, development, behavior disorders, and social psychology.

PSY 134 GROUP DYNAMICS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the factors involved in group interaction, including cohesion and conflict, communication systems, role functions within groups, individual sensitivity and self-awareness. The student learns about him or herself by interacting with others in small-groups, analyzing the dynamics of his or her group.

PSY 201 ABNORMAL PSYCHOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Emphasis is on developing a conceptual basis that incorporates the various influencing factors, as well as descriptions and effects of behavioral disorders. The currently used system of classification provides a holistic orientation to the field. Prerequisite: PSY 111 or permission of the department

PSY 202 THERAPEUTIC INTERVENTN SKILLS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The study of the principles of learning and behavior change and an overview of therapeutic treatment strategies in current use. Practical applications both in various treatment settings and in everyday life are an integral part of this course. Prerequisite: PSY 111 or permission of the department

PSY 203 DEVELOPMENTAL PSYCHOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A systematic examination of the patterns of human development from conception through senescence. Typical behavior changes in the principal life stages are examined in depth with emphasis on the use of theories as tools for understanding. Prerequisite: PSY 111 or permission of the department

PSY 204 ADOLESCENT PSYCHOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of the developmental tasks facing adolescents in contemporary American society. Such issues as personal identity, independence and moral development are considered in relation to sex differences, family structure and factors of social and cultural diversity. Prerequisite: PSY 111 or permission of the department

PSY 206 SOCIAL PSYCHOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

The scientific study of social influences on human behavior. Course material emphasizes both the interpersonal and experimental perspectives. Topics include: Social influence, attitudes, group behavior, social perception, social cognition, social exchange, interpersonal attraction, etc. Prerequisite: BHS 103 or PSY 111.

PSY 207 CREATIVE ARTS THERAPY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An overview of creative arts as they are utilized in client assessment and treatment as well as applications of these creative arts to student development and self awareness. Pre-requisites: BHS 110, PSY 102, PSY 134, PSY 202, PSY 203, and PSY 235 or PSY 201.

PSY 209 PSYCHOBIOLOGY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Psychobiology approaches psychological questions by seeking explanations based upon the biological functions of the organism's nervous system, endocrine glands and genes. Topics include memory, vision and pain. Prerequisite: PSY 111

PSY 210 PSYCHOLOGY OF GENDER**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of psychological assumptions about the female and male personality and how these hypotheses are being questioned by recent experimental studies. Psycho-social influences on the developing psyche and behavior patterns of women and men will be investigated, as well as sex differences and the interaction of the individual with the environment. Emphasis will focus on attitude formation, gender role learning, self-image, needs, values, fears and aspirations. Prerequisite: PSY 111 or permission of the department

PSY 221 CHILD DEVELOPMENT**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This is a general education course in behavioral sciences, presenting basic theories of child behavior and development (including cognitive development, social development, and physical development) from the prenatal period through middle childhood. The class is designed to present both theoretical and practical aspects of child development from psychological and developmental viewpoints. Developmental psychology is a science with a large and rich research base. Accordingly, the course will use this research to understand development. While each individual has a unique pattern of growth and development, overall, human development is orderly and predictable and therefore capable of being understood through scientific principles and methodology. Prerequisite: PSY 111 or permission of the department

PSY 224 HUMAN SEXUALITY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A study of physiological, psychological, sociological and gender issues related to sexuality. Topics include perspectives in sexuality, human sexual expression, love, communication and relationships, human sexual response and dysfunction, sexual health, family planning, non-modal behaviors, and sex and the law. This course is cross-listed and may be taken as either PSY 224 or HED 224.

PSY 231 TOPICS IN PSYCHOLOGY I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course is designed to explore a specific topic area in Psychology in greater depth than would occur in an introductory level offering. The topics will vary and may be drawn from any of the various, applied sub-fields of Psychology. The class room instruction will amount to a period of five weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 232 TOPICS IN PSYCHOLOGY II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PSY 231, except that the instructional time will take place over a period of ten weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 233 TOPICS IN PSYCHOLOGY III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PSY 231, except that the instructional time will take place for the entire 15 weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 235 PSYCHOLOGY OF EXCEPTIONALITY**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An overview of exceptionalities in childhood including both behavior disordered and gifted children with emphasis on characteristics of and ways to interact with each. Other topics include mental retardation, various mental disorders and learning disabilities. Prerequisite: PSY 111 or permission of the department

PSY 251 TOPICS IN PSYCHOLOGY I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

This course is designed to explore a specific topic area in Psychology in greater depth than would occur in an introductory level offering. The topics will vary and may be drawn from any of the various, applied sub-fields of Psychology. The class room instruction will amount to a period of five weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 252 TOPICS IN PSYCHOLOGY II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PSY 251, except that the instructional time will take place over a period of ten weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 253 TOPICS IN PSYCHOLOGY III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PSY 251, except that the instructional time will take place for the entire 15 weeks of the semester, or its equivalent in formal lecture/discussion.

PSY 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Prior to registration for any special study course, the approval of the Department Head must be obtained. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of psychology or related areas. The student's time commitment to the project will be approximately 35-50 hours.

PSY 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to PSY 271, except that the student's time commitment to the project will be approximately 70-90 hours.

PSY 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to PSY 271, except that the student's time commitment to the project will be approximately 105-135 hours.

READING (REA)**REA 091 STRATEGIES FOR COLLEGE READING****2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Integrated language activities are designed to serve as a complementary component of the instruction given in REA 100. NOTE: REA 091 is a credit equivalent course. Equivalent credits do not satisfy degree requirements and are not calculated in a student's grade point average, but they do incur tuition charges and they do count towards full-time/part-time status.

REA 100 APPLIED READING STRATEGIES**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A course designed to improve general reading effectiveness and to emphasize the necessary skills for college reading. Topics include: comprehension on literal, inferential and critical levels and improvement of vocabulary through use of contextual clues. Each student must demonstrate application of the three levels of comprehension to a lengthy reading selection (novel).

REA 103 ACADEMIC READING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to improve content area reading and analytical skills necessary in any college discipline (English: 101, 102; Social Sciences: BHS 103, PSY 111; History: HIS 101, HIS 102, etc.; Health/Science: BIO 101, WFE 101, etc.; Business: BUS 102, BUS 104, CIS 111, etc.). Students master academic reading and note-taking strategies using sample materials from content textbooks and relate those techniques to current course work. Critical thinking and analytical skills are applied to non-fiction and fiction selections. Prerequisite: Satisfactory scores on reading placement tests, or REA 091 and REA 100.

REA 105 EFFECTIVE READING**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A course designed to increase comprehension, analytical skills and reading speed for the average to above average reader. Speed techniques are designed to increase students' ability to read faster and comprehend more effectively. Analytical skills are developed through reading, writing and thinking activities, which are applied to non-fiction and fiction selections including a novel.

REA 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of reading or related areas. The student's time commitment to the project will be approximately 35-50 hours.

REA 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to REA 271, except that the student's time commitment to the project will be approximately 70-90 hours.

REA 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to REA 271, except that the student's time commitment to the project will be approximately 105-135 hours.

SCIENCE (SCI)

SCI 100 SCIENCE INTRODUCTORY SEMINAR**1 Lecture Hour 1 Lab Hour 1 Credit Hour**

This course is designed to orient the student to the Liberal Arts and Sciences: Science (LAX) curriculum and prepare the student for his/her science course work. The student will be introduced to the information gathering process and its tools. The scientific paper and the laboratory report will be emphasized by activities including research, the evaluation of that research and the performance of presentations. Topics will be selected by section from biology, chemistry, physics, earth science, and environmental science.

SPANISH (SPA)

SPA 101 ELEMENTARY SPANISH I**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This is the first half of a foundation to the Spanish language vocabulary and structure. It is for students with little or no previous knowledge of the language. Included are the fundamentals of speaking, listening, reading and writing, as well as culture relating to the Spanish-speaking world. Grammatical concepts will include the present-tense verbs and basic sentence syntax.

SPA 102 ELEMENTARY SPANISH II**3 Lecture Hours 1 Lab Hour 3 Credit Hours**

This is the second half of a foundation course to the Spanish language vocabulary and structure. It is a continuation of Elementary Spanish I. Included are additional fundamentals of speaking, listening, reading and writing as well as culture relating to the Spanish-speaking world. Grammatical concepts will include both preterit and imperfect past-tense verb forms. Spanish 102 would be appropriate for someone who has successfully completed SPA 101, or a student with two years of high school Spanish.

SPA 201 INTERMEDIATE SPANISH I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This is the first intermediate-level Spanish course. It will expand on improving the listening, reading, writing and speaking skills, as well as culture in the Spanish-speaking world. It provides an overall grammar review with the introduction of more advanced structures which will include an introduction to the subjunctive tense. Ninety-percent of this class will be conducted in Spanish. Students with two years or more of high school Spanish and native speakers should take the Spanish Placement Test to determine their level and the courses they may take for credit.

SPA 202 INTERMEDIATE SPANISH II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This is the second intermediate-level Spanish course. It provides an overall grammar review that seeks to enhance students' active use of Spanish, especially in the area of conversation (listening and speaking) and writing. It will include further intermediate-level conversation, composition and reading in Spanish on numerous culturally-significant topics. This class will be conducted entirely in Spanish. Successful completion implies a readiness to enter other language courses conducted entirely in Spanish. Native speakers should take the Spanish Placement Test to determine their level and the courses they may take for credit.

SPA 204 SPANISH CULTURE AND LANGUAGE I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An intensive course, three hours per day, five days per week, to be offered in Spain or a Spanish-speaking country. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval by the department.

SPA 205 SPANISH CULTURE & LANGUAGE II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

An intensive course, three hours per day, five days per week, to be offered in Spain or a Spanish-speaking country. The duration of the course is approximately six weeks. It includes guided excursions to areas of cultural interest. Students are housed with local families whenever possible. Participation subject to approval by the department.

SPA 208 CLTRL APP-FOREIGN LANG SKILLS**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A cultural project which offers students the opportunity to learn about language in a non-traditional set up, to be creative and innovative, to relate language to culture, and to test their skills in a communicative manner while rendering a service to the community. Since the course offering changes every year, students should inquire from the department as to what the focus is for that specific semester. Open to students of Spanish, Italian or French. Students select one language. Prerequisite: SPA 102 or 199 or permission of the department

SPA 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, work experience, or other activities that advance the student's knowledge and competence in the Spanish language. The student's time commitment to the project will be approximately 35-50 hours.

SPA 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to SPA 271, except that the student's time commitment to the project will be approximately 70-90 hours.

SPA 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to SPA 271, except that the student's time commitment to the project will be approximately 105-135 hours.

SPA 301 SPANISH COMPOSITN/CONVRSATN I**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is for students who have attained an intermediate level of oral proficiency. This course improves the ability to speak, comprehend, read and write to an advanced level. It will be conducted entirely in Spanish and assumes an active command of the basic structures of Spanish and the ability to participate in Spanish conversation and composition. It emphasizes current events as well as other topics of culture through poetry, drama and literature of Spain and the Americas. Prerequisite: SPA 202. Native speakers should take the Spanish Placement Test to determine their level and the courses they may take for credit.

SPA 302 SPANISH COMPOSITN/CONVRSATN II**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is a continuation of Spanish Composition/Conversation I. It further improves the ability to speak, comprehend, read and write Spanish at an advanced level of proficiency. This course assumes an active command of the basic structures of Spanish, the ability to participate in Spanish conversation and diverse forms of writing. It emphasizes current events in the news as well as other topics of cultural, historical, political, economic and educational interest, while preparing students for upper-level content courses. This course will be conducted entirely in Spanish. Prerequisite: SPA 301. Native speakers should take the Spanish Placement Test to determine their level and the courses they may take for credit.

SPA 320 COMMUNCATN & WRITNG IN SPANISH**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

A selection of literary, cultural and journalistic readings will serve as the basis for conversational practice and study of Spanish and Latin American civilization, as well as engaging students in creative self-expression. Students will be exposed to a variety of narrative styles, voices, registers and genres as well as the linguistic intricacies of foreign language study such as false cognates, Anglicisms, idiomatic expressions and other vocabulary topics. Prerequisite: Score of 600 or higher on Spanish Placement Test and permission of the department

SPEECH (SPE)**SPE 100 FOUNDATIONS OF COMMUNICATION****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

This course is designed to develop students' knowledge and skills pertaining to the fundamental theories, concepts, vocabulary, and practices related to the discipline of communication. Topic areas the course addresses include the process of communication, as well as verbal, nonverbal, listening, interpersonal, small group, intercultural, organizational, public and mediated forms of communication.

SPE 101 PUBLIC SPEAKING

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course is devoted to the study of oral communication as it relates to the speaker, their purpose, subject, outline, presentational aids, delivery and audience. The first part of the course emphasizes the theory of public speaking, while the latter part is concerned with the analysis, preparation and performance in the areas of informative, demonstrative, persuasive and occasional speaking.

SPE 102 ORAL INTERP OF LITERATURE

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course explores basic techniques of reading aloud and the selection, analysis, and performance of prose, poetry, children's literature from various cultures, drama, and documentary. Emphasis is on the general improvement of oral performance skills.

SPE 111 TAKE TERROR OUT OF PERFORMANCE

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course is designed for those who would like to reduce their fear of speaking or performing in front of an audience. Students explore the origin and extent of their anxiety and learn practical methods for dealing with all types of performance apprehension.

SPE 115 EFFECTIVE LISTENING

1 Lecture Hour 0 Lab Hours 1 Credit Hour

In this course students will develop an awareness of the process and role of listening in oral communication. In addition, students will develop skills related to analyzing and improving therapeutic, critical, and appreciative listening.

SPE 116 INTERVIEWING TO GET THE JOB

1 Lecture Hour 0 Lab Hours 1 Credit Hour

This course provides straight-forward, practical advice on developing communication skills needed to effectively prepare for and perform during a job interview. Students will benefit from role-play interviews using the most-often-asked questions by interviewers.

SPE 201 ARGUMENTATION AND PERSUASION

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This is a course devoted to the theory and practice of persuasive techniques in oral communication. Special emphasis is on the role of evidence, logic, fallacies, emotions, style, organization and delivery in oral persuasive communication. Prerequisite: ENG 101.

SPE 210 SMALL GROUP COMMUNICATION

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course introduces students to the topic and study of communicating in small groups with an emphasis on the principles and techniques of discussion, and on the development of effective participation by group members in small groups at school, at home, and in the workplace. Specifically, they will study methods for how to be successful leaders in small groups, manage meetings effectively, manage group conflicts, organize group activity to address problems in the home and workplace, and how to identify, analyze, and address problems in group dynamics.

SPE 219 INTERCULTURAL COMMUNICATION

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This course will explore the historical and contemporary societal factors that shape the development of individual and group identity involving race, class, and gender through an examination of intercultural communication and methods by which people of various races, cultures, genders, religions, socio-economic backgrounds, sexual orientations, and gender identities communicate verbally and non-verbally. Students will focus on similarities and differences in communication behaviors, and they will explore how perceptions, language usage, nonverbal style, thinking modes and values influence communication between individuals of different cultures. They will also analyze the role that complex networks of social structures, including communications media, social media and the film and media industries, play in the creation and perpetuation of the dynamics of power, privilege, oppression, and opportunity. By the end of the course, students will more fully understand their own cultures, as well as intercultural communication in their community, place of employment, country, world, and in the media. Prerequisite: ENG 101

SPE 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, travel, work experience, or other activities that advance the student's knowledge and competence in oral communication, theatre or related subjects. The student's time commitment to the project will be approximately 35-50 hours.

SPE 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to SPE 271, except that the student's time commitment to the project will be approximately 70-90 hours.

SPE 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to SPE 271, except that the student's time commitment to the project will be approximately 105-135 hours.

SURVEYING (SUR)**SUR 215 SURVEYING I****2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is an introduction to the field of surveying. Students will learn what surveying encompasses and what further course of study is required to become licensed as a Professional Land Surveyor. Students will learn how to use modern land surveying equipment such as automatic levels, total station theodolites, and GPS (Global Positioning Systems). Students will learn how the use of field equipment information is integrated into the production of topographic maps. During this entire process, students will be introduced to the standards of map making and the fundamentals of land surveying. There is no prerequisite, but student should have basic knowledge of algebra, geometry and trigonometry functions. This course is cross-listed and may be taken as either SUR 215 or ENR 215.

SUR 216 SURVEYING II**2 Lecture Hours 3 Lab Hours 3 Credit Hours**

This course is a continuation of Surveying I. The student will gain additional experience in the use of modern surveying equipment and how the data collected is processed into maps. The student will also be introduced to the fundamentals of land surveying as applied to the process of preparing a construction survey used for design purposes. The student will learn and be required to work within national mapping standards at all times. This course is cross-listed and may be taken as either ENR 216 or SUR 216. Prerequisite(s): Successful completion of SUR/ENR 215 and co- or prerequisite of ARC 104.

SUSTAINABLE SYSTEMS (SUS)**SUS 101 SUSTAINABILITY CONCEPTS/APPLIC****3 Lecture Hours 0 Lab Hours 3 Credit Hours**

In this course students will define sustainability and explore the technology that supports the application of sustainability concepts in buildings, energy, and resource management. Methods and technologies in building systems, energy systems, and resource management and conservation that foster sustainability will be investigated qualitatively and quantitatively. Through these activities students will begin to see how systems could be (re)designed to create sustainable communities. Pre-requisites: College level English proficiency. MAT 091 (Beginning Algebra) or its equivalent.

THINK AHEAD PROGRAM (TAP)**TAP 050 Think Ahead Program****0 Lecture Hours 0 Lab Hours NaN Credit Hours****THEATRE (THE)****THE 105 THEATRE HISTORY I****2 Lecture Hours 2 Lab Hours 3 Credit Hours**

The elements of theatre are examined from the ancient Greeks through the 19th century with the objectives of understanding the development of theatre production, architecture, design, technology, acting styles, and playwriting. Concepts from lecture material are put to practical use in laboratory exercises where students stage scenes from historical plays.

THE 106 SCRIPT ANALYSIS & PRODUCTION**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course offers students techniques on how to read a script and analyze it for themes, structure, style and meaning, so that a play can go from the printed page to a fully realized theatrical production. Topics include the selection of plays, casting, writing, directing, producing, acting, costuming, and scene design, including the application of these techniques to various media and special-purpose presentations.

THE 109 ACTING I**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This is a basic course in performance technique, designed to develop students' awareness of and capabilities in the acting process and to foster an understanding of theatre as a valuable area of human endeavor. The course will introduce basic communication skills, including physical and vocal presence in front of an audience and will develop acting skill through the use of regular warm-ups, improvisational, imaginative and ensemble-building theatre exercises as well as beginning scene study.

THE 110 HOW TO AUDITION

1 Lecture Hour 1 Lab Hour 1 Credit Hour

This course develops the basic skills needed to complete a successful audition. Topics covered include professional pictures and resumes, finding an agent or manager, interviews, acting auditions, singing auditions, and dance auditions. Pre- or Co-requisite: THE 109

THE 111 THEATRE PRODUCTION & TECH I

1 Lecture Hour 1 Lab Hour 1 Credit Hour

Students learn about and work on theatrical production at the beginning level. Shop and studio work is complemented by lectures and demonstrations on the technical components of a theatre production. Topics covered include: designers and their functions; scenic and costume construction techniques; stage rigging, hardware and material; sound; lighting; stage procedures and safety. Simple drafting projects and the ability to read floor plans and stage elevations are stressed.

THE 112 THEATRE PRODUCTION & TECH II

1 Lecture Hour 1 Lab Hour 1 Credit Hour

Students learn about and work on theatrical production at an intermediate level. Shop and studio work is complemented by lectures and demonstrations on the technical components of a theatre production. Topics covered include: designers and their functions; scenic and costume construction techniques; stage rigging, hardware and material; sound; lighting; stage procedures and safety. Simple drafting projects and the ability to read floor plans and stage elevations are stressed. Prerequisite: THE 111

THE 120 PERFORMING SKILLS FOR CLASSROOM

3 Lecture Hours 0 Lab Hours 3 Credit Hours

This theatre course empowers the education student with various theatrical performance skills to captivate students and creatively convey information. Lessons involve the use of physical and vocal animation and enthusiasm, humor, imaginative use of space, storytelling, role-playing, props, suspense and surprise. Note: This course is intended for students preparing to be teachers.

THE 161 THEATRE PRACTICUM I

2 Lecture Hours 4 Lab Hours 3 Credit Hours

This course will enable the students to put theory into practice by experiencing first hand the creation of a live performance of a professional play from start to finish. This includes securing the rights to a play, pre-production meetings, casting, acting, stage managing and creating sets, lights, costumes, sound, props, multimedia, makeup, publicity and programs. The course will culminate in a series of public performances.

THE 201 PLAY DIRECTING

2 Lecture Hours 2 Lab Hours 3 Credit Hours

Students will experience first-hand the theater director's role including their relation to the play, script, character analysis, the elements of drama, use of dialogue, dramatic devices, blocking and staging, casting, rehearsals and production. Also explored will be the director's relationship to the producer, as well as the technical aspects of the production -- lights, set, sound, costumes, props and multi-media. Prerequisite: THE 105.

THE 205 THEATRE HISTORY II

2 Lecture Hours 2 Lab Hours 3 Credit Hours

The elements of theatre are examined from the 19th century to the present with the objectives of understanding the development of theatre production, architecture, design, technology, acting styles, and playwriting within a global context. Concepts from lecture material are put to practical use in laboratory exercises where students stage material from modern and contemporary plays and practitioners.

THE 209 ACTING II

2 Lecture Hours 2 Lab Hours 3 Credit Hours

This course further develops the basic skills of acting that were introduced in Acting I. These skills include the development of imagination, emotional recall, sense memory, listening, body control, voice, improvisation, stage movement, textual analysis, creation of character, action and objective, rehearsal, and especially Scene Study, including the application of these skills to various media. Prerequisite: THE 109

THE 211 THEATRE PRODUCTION & TECH III

1 Lecture Hour 1 Lab Hour 1 Credit Hour

Students learn about and work on theatrical production at an advanced level. Shop and studio work is complemented by lectures and demonstrations on the technical components of a theatre production. Topics covered include: designers and their functions; scenic and costume construction techniques; stage rigging, hardware and material; sound; lighting; stage procedures; and safety. Simple drafting projects and the ability to read floor plans and stage elevations are stressed. Prerequisite: THE 112

THE 212 THEATRE PRODUCTION & TECH IV**1 Lecture Hour 1 Lab Hour 1 Credit Hour**

Students learn about and work on theatrical production at a supervisory level. Shop and studio work is complemented by lectures and demonstrations on the technical components of a theatre production. Topics covered include: designers and their functions; scenic and costume construction techniques; stage rigging, hardware and material; sound; lighting; stage procedures; and safety. Simple drafting projects and the ability to read floor plans and stage elevations are stressed. Prerequisite: THE 211

THE 220 ACTING FOR THE CAMERA**2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course provides an opportunity to study the practical approaches to acting in front of the camera. It is a study in contemporary performance with a basic and essential knowledge of on-camera acting for film and television, as well as voice-over recording. There is also opportunity for self-directed learning with group performances in the television studio and audio production suites, as well as performing in student-directed television projects. The course places an emphasis on on-camera acting/performing techniques. Prerequisite: THE 109 or COM 101

THE 261 THEATRE PRACTICUM II**2 Lecture Hours 4 Lab Hours 3 Credit Hours**

This course is an opportunity for the advanced student to take a leadership role in the creation of a live performance of a professional play from start to finish. This might include pre-production work, casting, acting, stage managing, and creating sets, lights, costumes, sound, props, multi-media, makeup, publicity and programs. The course will culminate in a series of public performances. Prerequisite: THE 161.

THE 271 SPECIAL STUDY PROJECT I**1 Lecture Hour 0 Lab Hours 1 Credit Hour**

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, travel, work experience, or other activities that advance the student's knowledge and competence in oral communication, theatre or related subjects. The student's time commitment to the project will be approximately 35-50 hours.

THE 272 SPECIAL STUDY PROJECT II**2 Lecture Hours 0 Lab Hours 2 Credit Hours**

Similar to THE 271, except that student's time commitment to the project will be approximately 70-90 hours.

THE 273 SPECIAL STUDY PROJECT III**3 Lecture Hours 0 Lab Hours 3 Credit Hours**

Similar to THE 271, except that student's time commitment to the project will be approximately 105-135 hours.

THE 280 KCACTF PRACTICUM I**1 Lecture Hour 1 Lab Hour 1 Credit Hour**

This travel course is for students who wish to travel to and participate in the Region I (NY & New England) Kennedy Center American College Theatre Festival. During the festival, students will participate in practical workshops, internships, auditions, competitions, and design expos, experience exceptional college theatre productions, and attend a large regional career and transfer fair. Throughout the festival students will work alongside peers from other colleges, and with top theatre professionals from across the country. Note: Students are responsible for associated course fees and travel expenses. Prerequisites: THE 105 or THE 106 or THE 109 or THE 161 AND permission of the department

THE 281 KCACTF PRACTICUM II**1 Lecture Hour 1 Lab Hour 1 Credit Hour**

This travel course is for students who wish to travel to and participate in the Region I (NY & New England) Kennedy Center American College Theatre Festival. During the festival, students will participate in practical workshops, internships, auditions, competitions, and design expos, experience exceptional college theatre productions, and attend a large regional career and transfer fair. Throughout the festival students will work alongside peers from other colleges, and with top theatre professionals from across the country. Note: Students are responsible for associated course fees and travel expenses. Prerequisites: THE 280 AND permission of the department

WELLNESS AND FITNESS EDUCATION (WFE)**WFE 101 WELLNESS AND FITNESS EDUCATION****2 Lecture Hours 2 Lab Hours 3 Credit Hours**

This course will provide students with the necessary knowledge to make well informed decisions about lifetime wellness, fitness activities and behavior modifications. Students will learn concepts in the various components of fitness, diet and weight control, and stress management with an emphasis on health risk reduction and improving their quality of life. Through lecture/laboratory presentations, assessments and computer technology, students will apply learned concepts to the design of individualized fitness

and wellness programs. In the process, students will also have the opportunity to explore and experience options in 'fitness for life' activities.

WFE 102 WELLNESS AND FITNESS (LECTURE)

2 Lecture Hours 0 Lab Hours 2 Credit Hours

This is the lecture portion only of WFE 101. Credit for this course will be given to students who pass a proficiency test. Knowledge in this course includes the ability to make educated decisions about lifetime wellness and fitness activities. Topics covered include concepts in cardiovascular and other components of fitness; diet and weight control; and stress management with emphasis on health risk reduction and improving the quality of one's life. Education in protective behaviors will go beyond risk reduction for chronic and degenerative diseases to include abusive behaviors and sexually transmitted infections.

WFE 103 WELLNESS AND FITNESS (LAB)

0 Lecture Hours 2 Lab Hours 1 Credit Hour

This is the lab portion only of WFE 101. This course will be only for students who have proficiency credit for WFE 102. This course will provide students with the necessary knowledge to make educated decisions about lifetime wellness and fitness activities. Using laboratory assessments and computer technology, students will be tested on concepts in cardiovascular and other components of fitness; diet and weight control; and stress management with an emphasis on health risk reduction and improving their quality of life. Students will apply learned concepts to the design of individualized fitness and nutritional programs. In the process, students will also have the opportunity to explore and experience options in 'Fitness for Life' activities as well as to evaluate commercial fitness devices and fitness centers. Adaptive students will be accommodated and are required to contact the individual instructor before class begins.

WFE 271 SPECIAL STUDY PROJECT I

1 Lecture Hour 0 Lab Hours 1 Credit Hour

A special learning experience designed by one or more students with the cooperation and approval of a faculty member. Proposed study plans require departmental approval. Projects may be based on reading, research, community service, work experience, or other activities that advance the student's knowledge and competence in the field of wellness or fitness education, or related areas. The student's time commitment to the project will be approximately 35-50 hours.

WFE 272 SPECIAL STUDY PROJECT II

2 Lecture Hours 0 Lab Hours 2 Credit Hours

Similar to WFE 271 except that the student's time commitment to the project will be approximately 70-90 hours.

WFE 273 SPECIAL STUDY PROJECT III

3 Lecture Hours 0 Lab Hours 3 Credit Hours

Similar to WFE 271 except that the student's time commitment to the project will be approximately 105-135 hours.

Poughkeepsie Campus

53 Pendell Road, Poughkeepsie NY 12601

The Center of Excellence for Industry & Innovation

461 US-9, Fishkill, NY 12524

DCC @ HVR Airport

237 New Hackensack Road, Wappingers Falls, NY 12590

