

All Students are responsible for reading the Nassau Community College catalog and for knowing the rules and regulations of the College. Failure to read the catalog does not excuse the student from the academic and financial responsibilities and liabilities described herein.

Nassau Community College is a member of the State University of New York and is accredited by the Middle States Association of Colleges and Schools. Nassau Community is a comprehensive full opportunity College, open to all qualified applicants. Nassau Community College does not discriminate on the basis of race, religion, sex, sexual orientation, color, national origin, age, disability, marital status, physically challenged status or status as a disabled or Vietnam-era veteran in admissions, employment and treatment of students and employees.

**Email: Students' Official College Notification**

Nassau Community College uses email as an official means of communication with students. The College can convey relevant application, testing, advisement, registration, academic and administrative information to targeted student populations using their NCC Student email account. Students are responsible for checking their email account regularly so as not to miss important, time-sensitive, College communications.

All applicants receive an NCC Student Email account when they apply, and it is retained for one year after their last active registration.

**Any questions concerning this policy or allegations regarding compliance should be directed to:**

Associate Vice President for Equity Inclusion, Affirmative Action ADA/504 Officer  
Nassau Community College  
One Education Drive, Garden City, NY 11530-6793

This catalog is current as of July 1, 2020. Nassau Community College reserves the right to make changes in programs, policies and regulations, as conditions change and such revisions are needed, subsequent to publication.

**Any questions concerning changes should be directed to:**

Office of the Vice President of Academic Affairs  
Nassau Community College  
One Education Drive, Garden City, NY 11530-6793

## About NCC

One of every five college-bound high school graduates in Nassau County makes Nassau Community College his/her college of first choice. For most, NCC is the start of an experience that will lead to four or more years of advanced learning. For others, earning the two-year Associate Degree will lead to employment in the regional job market.

Sharing the classrooms are a growing number of more mature students. Some are attending college for the first time, others returning for specialized training that often leads to career change or advancement. More than a quarter of today's student population is over the age of 27. The College serves these "non-traditional" students with special adult orientation and advice from enrolled adult students.

### NCC: PAST, PRESENT AND FUTURE

Nassau Community College was created as part of the State University of New York by the Nassau County Board of Supervisors on February 9, 1959. When the College opened in a wing of the County Court House in Mineola on February 1, 1960, it had only 632 students.

Enrollment increased dramatically after 1962, when classes were moved to spacious facilities at the former U.S. Air Force base at Mitchel Field. It reached over 23,000 students in 1982, following the completion in 1978 of two new academic wings, a modern library, physical education complex, and administrative tower. Despite fewer high school graduates today, 23,404 students were enrolled in the Fall of 2014.

In January 1997, a new Social Sciences and Visual Arts Building opened, and in September of the same year the new 85,000-square-foot College Center became operational.

Having opened for classes in fall 2012, the 72,000 square foot Life Sciences Building, which houses the Chemistry and Nursing programs as well as common use classrooms, is the recipient of the LEED Gold certification by the US Green Building Council. The Life Sciences Building includes state-of-the-art organic and inorganic chemistry laboratories as well as advanced simulation laboratories modeled after modern hospital rooms for our nursing students. Every classroom is equipped with the latest digital audio visual resources to facilitate active learning.

In the fall of 2016, the new Student Service Center opened. It is a 30,000 square foot facility which houses all major student enrollment services – Admissions, Advisement, Placement Testing, Registrar, Bursar, Financial Aid, Student Financial Affairs, ID Card issuing, Information Services and the Educational Opportunity Program (EOP) for NCC. The facility features a fully automated queuing system speeding up student registration and drastically reduce wait time. The Center includes information kiosks, self-service stations, and television monitors to keep student up to date on important college news.

As the needs of a maturing Nassau County change, the College, too, is evolving and developing. Among recent initiatives is a college-wide retention committee that is committed to finding ways of increasing the College's retention rate. The committee is represented and administration.

To help students expand their opportunities for easy transfer, the College engages in a cooperative effort with its SUNY/Long Island neighbors and the private colleges and universities that comprise the Long Island Regional Advisory Council on Higher Education. In addition, NCC recently updated its degree audit program to the very popular DegreeWorks program as part of a SUNY wide initiative which enables students to stay aware of degree requirements, perform what-if scenarios, and eventually be to see how credits will transfer for students staying in the SUNY system.

### ACADEMICS

Nassau Community College, the largest single campus community college of SUNY's 30 community colleges, enjoys a nationwide reputation for academic excellence and ease of transferability to four-year schools. Nassau's faculty is one of the best in New York State, having a higher than average number of Ph.D.'s and Ed.Ds and one of the lowest teacher/student ratios. The modern campus includes a library with sophisticated audio-visual facilities, as well as classroom/laboratory wings equipped with personal computers and state-of-the-art apparatus for instruction in over 70 different fields of study in business, fine and performing arts, health-related sciences, liberal arts and sciences, mathematics/computer processing, natural sciences, engineering technologies and social sciences. Weekend, evening and Distance Education courses are available as well.

### CAMPUS LIFE

At Nassau, the hours spent outside the classroom are as important as those spent in study. Students may join a club or create one, run a newspaper or run for office, book a band or play in it, deejay or dance, act or interact, work or play. The extensive campus life at Nassau Community College offers students the opportunity to sample their career choices or explore recreational areas of interest. Nassau campus life offers over 100 clubs to join and numerous recreational and social events to attend. Spring, summer, winter or fall, Nassau Community College offers students an outstanding array of activities for relaxation and personal growth.

### ATHLETICS

Expert coaching in the finest indoor and outdoor athletic facilities has made the men's and women's varsity teams at Nassau a dominant force in the National Junior College Athletic Association. Individual athletes have gone on to prominence at senior colleges and universities, as well as in professional sports and as coaches and physical education teachers.

### ACCREDITATION

The College is accredited by the Middle States Commission on Higher Education  
3624 Market Street, 2nd Floor West, Philadelphia, PA 19104  
Telephone: 267.284.5000

**E-mail:** info@msche.org **Spanish:** espanolinfo@msche.org

The College is authorized by the New York State Board of Regents and by the New York State Department of Education to award two-year Associate Degrees in Arts (A.A.), Science (A.S.), and Applied Science (A.A.S.), and is also authorized to award Certificates for programs of study of less than two years. Specific academic programs are also accredited separately by appropriate professional organizations, including the following:

- ACEN - Accreditation Commission for Education in Nursing, Inc. (Phone: 404.975.5000, Fax: 404.975.5020);
- Accreditation Review Council on Education in Surgical Technology and Surgical Assisting;
- American Bar Association, Standing Committee on Paralegal Approval Commission;
- American Board of Funeral Service Education, Committee on Accreditation;
- American Health Information Management Association;
- American Physical Therapy Association, Commission on Accreditation in Physical Therapy Education;
- Association of Food and Nutrition Service Professionals; Commission on Accreditation for Respiratory Care;
- Engineering Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc.;
- Federal Communications Commission;
- Joint Review Committee on Education in Radiologic Technology, New York State Department of Health;
- National Accrediting Agency for Clinical Laboratory Science, Commission on Accreditation.

### **STUDENT LIFE**

**EXPECT A GREAT COMMUNITY:** After all, community is our middle name. The NCC campus practically spills over with activities and events. And we understand that you're busy. It's why we work hard to bring fascinating people to the campus, free or low-cost events, and programs that you'll find worthwhile. Because although we can't add extra hours to your daily life, we can add life to your hours.

### **CONTINUING EDUCATION**

Ever notice how the most energetic and happy people tend to be the ones who also love to keep learning new things? We have. In fact, we see at least 15,000 of them every year in Nassau Community College's Continuing Education classes. They take advantage of our more than 300 Lifelong Learning courses to sharpen their skills, gain professional competencies or just indulge in a hobby they've always wanted to try.

### **PROGRAMS TO ADVANCE YOU**

So, here's a question: Where do you want to go? Whether your ultimate goal is a new career, a promotion, transfer to a four-year college, or getting more enjoyment out of life, the way to get there is Nassau Community College. NCC offers three different degrees, plus special certificate programs. Course schedules are flexible enough to work around your busy life.

Begin with excellent programs in more than 70 fields of study. You'll learn from faculty who are all about making connections in their fields and in their classrooms. You'll get experience in first-class facilities using the cutting-edge equipment and technology that you can expect to find in your career. And you'll have opportunities for internships, practica, and study abroad, all at a remarkable value. Talk about advanced!

### **AFTER NASSAU**

Nassau Community College students exceed the national average of transfer to four-year colleges and universities. Our students arrive at their four-year institutions as juniors, fully prepared for the next leg of their educational journey. Plus, they've saved a bundle on tuition while at NCC. Get the straight story on how easy NCC can make your transferability.

### **AWARD-WINNING SCHOLARS. DEDICATED MENTORS.**

Our full-time faculty rank at the top. They're first among the community colleges in New York State for the number of faculty members who receive the SUNY Chancellor's Award for Excellence in Teaching. They hold doctorates at twice the national average for community colleges. And they're in your classrooms every day, every night and every weekend. Talk about dedication!

## **Mission**

Nassau Community College, a constituent member of the State University of New York system, is a comprehensive, full-opportunity institution of higher education. All who can benefit from its resources have the opportunity to expand their knowledge and skills and to pursue the goal of lifelong learning. The College is dedicated to high quality, low-cost education and career preparation to meet the needs and interests of the community it serves. It is committed to academic excellence and the dignity and worth of the individual. To this end, Nassau Community College offers Associate in Arts, Associate in Science, and Associate in Applied Science degrees, as well as Certificate and continuing education programs. Its curricula span the liberal arts and sciences, as well as pre-professional and professional areas, for the benefit of a diverse population. The College places a high priority on small classes, taught by qualified, experienced faculty, to provide an optimal educational environment.

### **In fulfillment of this Mission, Nassau Community College affirms these goals:**

- To maintain an open admissions policy that ensures the availability of educational programs for traditional and non-traditional students;
- To create educational programs that respond to and satisfy diverse community needs;
- To provide general education that teaches students to think critically and analytically about a body of knowledge conducive to lifelong learning;
- To maintain developmental programs which upgrade student skills for success in college level courses, and to provide special courses of study which enhance general education;
- To provide the support services necessary for students to realize their maximum potential;
- To create a wide variety of activities and cultural programs to enrich student and community life;
- To create a multicultural environment which fosters the synthesis of knowledge, aesthetic appreciation, and commitment to ethical and social values;

- To encourage faculty development with programs that promote scholarship and creativity, and to encourage the adoption of innovative teaching methods and technology to enhance student learning;
- To support and strengthen academic programs which best prepare students for transfer to senior institutions, and to provide career programs to prepare students for regional and global employment opportunities;
- To provide administrative leadership which assures educational quality, furnishes adequate student support services, maintains effective budgeting and facilities management, and stimulates thoughtful planning for the future of the College;
- To enhance the economic and cultural vitality of the County by promoting an educational environment which responds to the changing needs of the community.

## GOVERNANCE AND AUTHORITY

It is the Academic Senate of Nassau Community College that shall provide the College community with a voice in general educational goals and policies as well as other matters of concern to the College community. The Academic Senate shall have responsibilities and powers in the following areas unless otherwise restricted by law and the provisions of the Collective Bargaining Agreement:

- a. To examine, approve and recommend curriculum for examination by the President and the Board of Trustees;
- b. To recommend requirements for admissions, degrees and graduation;
- c. To formulate and propose academic College policies including policies on class size, academic advisement, educational TV and academic calendar for the consideration of the President and the Board of Trustees;
- d. To provide a forum for the consideration of academic matters of interest to the College community;
- e. To formulate and propose policies in those aspects of student life which relate to the educational process.

The ultimate authority for College operation is vested in the Board of Trustees, five of whom are appointed by the Nassau County Executive and four by the governor of New York. A tenth member is elected annually by the student body.

## President's Message

Message from Dr. Williams, President

Nassau Community College is proud to be your educational home and offer the array of academic opportunities that you will find in this catalog. As a student attending a comprehensive community college, you have wide and varied opportunities to pursue academic programs and career development. We want you to be able to identify your career and educational goals as soon as possible so you can chart the most efficient and appropriate path towards success. I join with the dedicated faculty, staff, administrators, and Board of Trustees in encouraging you to review the academic and other campus-based programs described in this resource. NCC's College Catalog represents the College's commitment to fulfilling its mission and assisting every student in reaching their full potential. We all stand by our commitment to offering an affordable and accessible, high quality education that will serve our students and the communities in which they live.

## THE NCC CAMPUS

### Location and Resources

The 225-acre campus is located in central Nassau County and is easily reached from the Meadowbrook Parkway (Exits M3 and M4) or from entrances on Stewart Avenue and Hempstead Turnpike.

Students attend classes in modern classroom wings and in picturesque older buildings once used by the U.S. Army and Air Force. Students have access to the latest available equipment for teaching health sciences, engineering technologies, marketing and business, computer technology, liberal and fine arts, mathematics and sciences, and the performing arts.

Central to the campus is a plaza which connects a 12-story Administrative Tower containing many campus offices, including Admissions, Registrar, Bursar, Financial Aid and others; an extensive Library (described under "Learning Resources"); and a 192,000 square-foot Physical Education Complex, which is one of the finest in the Northeast, and includes swimming and diving pools, a gymnasium, a fieldhouse, saunas, and specialized rooms for wrestling, dance, gymnastics and indoor ball games.

The Social Sciences and Visual Arts Building (Building G), which opened in January 1997, is where 9,000-10,000 students attend class. The departments of Art, Criminal Justice, Economics, History/Geography/Political Science, Psychology and Sociology hold their classes in this space. The Social Sciences and Visual Arts Building has 37 classrooms and two state-of-the-art lecture halls.

In September 1997, the new 85,000 square-foot College Center (CCB) opened. The Center accommodates student activities, student government, the Faculty-Student Association, various student clubs, and conference facilities. The central meeting area is a multi-purpose room designed to accommodate banquets, theatrical productions, film and video, dances, and large meetings. Several study lounges and two conference rooms are located on the second and third floor, along with a dark-room and computer area for the student newspaper. Still planned for future construction are a Theatre and Performing Arts complex, and improved public spaces and walkways.

### Information Services Center

The Information Services Center, located on the plaza level of the Administrative Tower, is open five days a week to answer questions about the College and to direct visitors and students. The Information Center can be reached by phone at 516.572.7501, TTY: 516.572.9882, or fax: 516.572.3557.

**Smoking Prohibited**

Nassau Community College has been designated a smoke-free facility the Nassau County Commissioner of Health. The College asks that no one smoke in any campus building, a request made to protect the health of smokers and nonsmokers alike.

**Bus Service**

Public transportation to the College is available. Route and schedule information may be obtained seven days a week by calling the Bus Information Center at 516.228.4000.

**Public Safety Department**

The Public Safety Department is located at the East end of the parking lot West 4B and is staffed 24-hours a day, 7 days a week. Public Safety provides foot and motor patrols of the campus around the clock and responds to emergency situations such as accidents, fires and medical emergencies, as well as reports of criminal activity.

Information regarding campus crime statistics as reported to the United States Department of Education will be provided upon request by contacting Public Safety at 516.572.7100, the Office of the Vice President for Academic/Student Services at 516.572.7600, or accessing this information directly at <https://ope.ed.gov/campusafety>.

We are committed to the safety and security of all members of the campus community. In an effort to make ourselves more available to the needs of the campus, bicycle patrols have been added.

**Other services offered by Public Safety are:**

- Issuance of College identification cards
- Issuance of faculty/staff parking permits
- Lost and Found Service
- Investigation of complaints, criminal activity and safety issues

**You can contact Public Safety at:**

- Emergency: 516.572.7111
- General Calls: 516.572.7100
- Or pick up any of the emergency telephones located throughout campus for assistance.

**A. Holly Patterson Library**

The **A. Holly Patterson Library** supports students in an active learning environment, providing research assistance and access to information in multiple formats produced worldwide. Group and individual study spaces, anatomy and physiology models, reserve copies of current textbooks, over 200 computers for student use, and information literacy instruction conducted in electronic classrooms round out the Library's offerings.

When classes are in session, the Library is open over 70 hours per week with night and Saturday coverage. Over 483,000 persons visited the library last year. They borrowed books and non-print items; used periodicals and reference works in print and online formats, as well as reserve copies of textbooks and other required materials; accessed the Internet; and used the library's facilities for group and individual study. Over 4 million database searches were conducted, resulting in almost 388,000 document downloads. In addition, our participation in the interlibrary loan network allowed us to acquire needed items from other libraries while we supplied their patrons with requested items.

The physical collection now numbers over 210,000 books and non-print items and over 100 print periodical titles. Electronic database subscriptions, accessible from any computer through the Library's webpage, allow for ready access to information published in thousands of newspapers, journals and reference works in full-text, audio and video online formats.

By taking advantage of several resource sharing projects, Nassau offers access to a wide array of electronic information sources. The New York State Library's Novel project provides library users with a wealth of full-text journal and newspaper articles. Nassau Community College belongs to the State University of New York's SUNYConnect program that provides seamless access to a worldwide virtual library of information to any SUNY student, at any computer, anywhere. Additional resources are also made available through Nassau's membership in the local library consortium, the Long Island Library Resources Council.

The Library's Reference Unit is pleased to offer several online services through the Library's website. By clicking on our "**Ask a Librarian**" link, members of the College community may chat with a librarian whenever the Library is open or post an e-mail reference question and receive a response within 24 hours. Our "**Interlibrary Loan**" link allows faculty, staff and students to submit Interlibrary Loan requests for books or periodical articles. Furthermore, our "**Book a Class**" link allows faculty to make online requests for Information Literacy instruction sessions.

A principal part of the Library's mission is instruction. Library faculty provide individual information service in all public service areas throughout the year. Our Information Commons currently houses over 200 public access computers used by students for research. In addition, students may use the wireless internet network with their own laptops, tablets, and other electronic devices. The Library also offers individually designed lectures on library research to college classes, typically serving students by teaching 400-500 scheduled sessions per year. Classes are typically taught in a lab-style lecture room featuring 30 student computers for hands-on instruction. In addition, librarians teach several sections of the three-credit course, "*Introduction to Library Research*" and the one-credit course, "*Essential Research for College Success*," each semester.

The Library is housed in a four-story building located between Clusters A-D and E-F.

## Academic Support Centers

### Available to All Students

#### Academic Advisement Center

516.572.7118 - Bldg. U

Offers academic advisement for General Liberal Arts majors. Specific program majors go to department of major for advisement.

#### Student Personnel Services

516.572.7506 - Nassau Hall Rm. 11

SPS offers a variety of counseling services and programs designed to support student academic achievement and personal growth. Call, stop by, or view SPS Department Home Page on the College website for more information about these services.

#### Adult Resource Center

516.572.7103/07 - Bldg. M 14

516.572.7696/97 - Bldg. M 14

#### Center for Students with Disabilities

516.572.7241/42

(TTY for hearing impaired) 516.572.7617 - Bldg. U

#### Educational Counseling

516.572.7141 - Bldg. M 19

#### Student Professional Development and Employer Services

516.572.7132 - Bldg. M 39

#### Psychological Counseling

516.572.7698 - Bldg. M 9

#### Student Activities

516.572.7148 - CCB 150

#### Transfer Counseling

516.572.7127/28 - Bldg. M 4A

#### Women's Resource Center

516.572.7698 - Bldg. M 9

## Audio Visual Services

The Audio-Visual Center is located in Building T-154 and is a unit of the Associate Vice-President for Academic Affairs. In addition to its responsibility for developing and maintaining digital projection facilities throughout the campus instructional spaces, the unit also maintains the College's closed-circuit television distribution system, provides media equipment set-ups for classroom presentations, seminars, and large group presentations, and records campus presentations for future viewing.

## Learning Centers/Help Centers

Nassau Community College provides a variety of designated Learning or Help Centers to assist students in all curricula when extra or supplementary course work is needed or required. The activities in these Learning/Help Centers include services for students in virtually all credit and non-credit programs. The following Learning and Help Centers are available: Academic Computer Services; Accounting; Administrative Business Technology; Allied Health Science (Physical Therapy, Radiologic Technology, Respiratory Therapy, Surgical Technology); Fashion Design; Art; Biology; Chemistry; Communications (ESL); Economics; Engineering/Physics/ Technology; English (Writing Center); Foreign Language Learning Center; Hospitality Business; Interior Design; Legal Studies; Marketing/Retailing; MATH/STAT (Computer Learning Center, Math Help Center); Music Learning Center; Nursing Laboratory and Resource Center; Reading Learning Center; Reinforcement Learning Center and, for Critical Reading and Academic Advancement students, a reading, writing and mathematics learning center.

**Reinforcement Learning Center:** The Reinforcement Learning Center, (Cluster A, Room 115), is open Monday through Saturday and is staffed by technical assistants who offer reinforcement for all subjects taught in the Administrative Business Technology/Health Information Technology Department. Students in need of assistance in various software programs or who wish to reinforce skills are encouraged to use the Reinforcement Learning Center. For more information, call 516.572.7288 ext. 26290. For advisement, email the Administrative Business Technology/Health Information Technology (ABT/HIT) Department at Admin.Bus.Tech@ncc.edu.

**Information Commons:** The Information Commons,(Library, 1st floor), provides computers with Internet access and Microsoft Office applications (Word, Excel, Power Point, and Access) for all students to use. For more information, call 516.572.7620

**Academic Computer Center - Social Sciences:** Located in Builign G, room G145, the Academic Computer Center provides computers with Internet access, Microsoft Office applications (Word, Excel, Power Point, and Access), and program-specific applications. Primarily, students taking social science courses use the center. For more information, call 516.572.9662.

**Writing Center:** The English Department's Writing Center offers individualized and group instruction to all students at basic to advanced levels in expository and creative writing, research and documentation, as well as grammar and usage. Drop-in sessions, appointments, and online e-mail tutoring are available.

516.572.7195 – Bldg. Y (Bradley Hall)

516.572.3595 – Library L233

## Learning Centers by Program

### Accounting and Business Learning Center

516.572.7479 - Building A 307

Provides tutoring for accounting and business courses and computers with Internet access and accounting and business related software.

### Administrative Business Technology/Health Information Technology

516.572.7288 ext. 26290 -Building A 115

Provides reinforcement for Administrative Business Technology/Health Information Technology students in Microsoft Office applications (Word, Excel, Access, Power Point), keyboarding, transcription, desktop publishing and applications used in the HIT program and medical office.

### Allied Health Sciences Anatomy and Physiology

56.572.7550 -Building E 2225 and Library 102

Offers extra help by faculty and use of Anatomy and Physiology labs for students in anatomy and physiology courses.

### Physical Therapist Assistant

516.572.7556 -Building E 211 A

Offers tutoring and program specific computer learning software for physical therapist assistant students.

### Radiologic Technology

516.572.7559 -Building E 120

Provides tutoring and program specific computer learning software for radiologic technology students.

### Respiratory Care

516.572.7560 -Building E 218

Provides tutoring and program specific computer learning software for respiratory care students.

### Surgical Technology

516.572.7299 -Building E 312

Offers tutoring, practice labs, and program specific computer learning software for surgical technology students.

## Art

### Ceramics

516.572.8040 - Building G 178

Offers hours for students in ceramic and sculpture courses to work on their projects.

### Computer Graphics

516.572.8068 - Building G C55/45/50

Offers hours for students in computer graphics and other art courses to work on their projects.

### Photography

516.572.7166 - Building G C20/23

Offers hours for students in photography courses to work on their projects.

### Printmaking

516.572.9653 - Building G 272

Offers hours for students in printmaking, and students developing art portfolios to work on their projects.

## Biology

516.572.7839/8078 - Building F 107

Provides tutoring and supplemental assistance for students in biology courses.

## Chemistry

516.572.7015 - Building LS124

Offers tutorial services, textbooks and solution manuals, self-help worksheets, computers (must bring flash drive) for students currently enrolled in chemistry courses. Staff is not permitted to help with laboratory assignments.

**Communications**

516.572.9671 - Building F 117

Offers computer-assisted instruction for students in advanced ESL communications courses, tutoring for students in American Sign Language courses and audio/video supplementary materials and software programs for communications classes.

**Engineering/Physics/Technology**

516.572.7272 - Building D 218

Offers tutoring to students enrolled in courses in the department. Day and evening hours are available; call department for times.

**The Language Center of Lifelong Learning**

516.572.7062 - Building F 307

Offers individual and small group tutorial sessions to students enrolled in The Language Center of Lifelong Learning.

**Foreign Languages**

516.572.7416 - Building M 15

Offers tutoring, audio, video, computer-assisted foreign language learning materials, and access to the Internet for students enrolled in any foreign language course.

**Hospitality Business**

516.572.7344 - Building K 5

Offers hours for students to work on their projects.

**Interior Design**

516.572.7587 - Building A 207

Offers hours for students to work on their projects.

**Legal Studies**

516.572.7774 - Building A 107

Offers tutoring as well as other learning aids for students enrolled in Law courses. Access to Lexis Advance. Day, evening and weekend hours; call department for times.

**CSD Computer Access Lab**

516.572.7670 - Library 214A

Provides adoptive computer systems for students registered with the Center for Students with Disabilities. For more information, contact the Center for Students with Disabilities at 516.572.7241/42.

**Marketing/Retailing/Fashion**

516.572.7588 - Building A 213

Offers tutoring in Marketing 101 and Retailing 111.

**Fashion Design**

516.572.7588 - Building A 217

Lab hours available

**Mathematics/Computer Science/ Information Technology****Computer Learning Centers**

For students enrolled in computer courses.

51.572.7379 - Building B 225

Provides walk-in help with assignments, tutoring by appointment only, help classes in fall and spring semesters, computers with program specific applications and review sessions for students enrolled in Math Department computer courses.

**Math Center**

For students enrolled in math courses.

516.572.7394 - Building B 130

Offers brief walk-in individual help, topical help classes (fall and spring semesters only), thirty-minute tutoring sessions by appointment only, text answer books, self-help worksheets, and videotapes for specific courses for students enrolled in mathematics courses.

**Math Success Center**

For students enrolled in MAT 001, MAT 002 or MAT 003

516.572.6878 – Building B 116

Offers walk-in individual help

**Math Anxiety Center**

For students who have a fear of mathematics or are anxious of their math ability

516.572.6873 – Building B 126

Offers individual help by appointment for students enrolled in mathematics courses



**Music**

516.572.7446 ext. 25898 - Building V Provides pianos for practice for students in piano courses.

**Tutorial Center** 516.572.7446 ext. 25898 - Building V Offers tutorial help for students in music classes. Hours by appointment only; call Lab.

**Sound Recording Lab** 516.572.7446 x 25892 Building V 202 Provides tutorial help for students in Studio Recording Technology courses. Hours are by appointment only; call Lab.

**Nursing**

516.572.9630 - Life Sciences Building

**Nursing Learning Center** - Life Sciences Building 323  
Provides students with opportunity to enhance skills.

**Computer Learning Center** - Life Sciences Building 324  
Offers web-based computer assisted programs.

**Physical Sciences**

For students enrolled in Physical Sciences (SCI) courses.

516.572.7010/7278 – Building C 216

Offers tutorial assistance with Physical Sciences lecture and lab topics. Hours for the fall/spring semesters will be posted outside the door of room C 216.

**Reading/Basic Education**

516.572.8979

Basic Education Reading/Writing Learning Center  
Building V 110

Offers tutoring in reading and writing, computer assisted learning programs word processing and Internet access for students enrolled in Basic Education Program reading and writing courses.

**Basic Education Math Center**

516.572.8046 - Building V 112

Provides tutoring and computer assisted math learning programs for students enrolled in Basic Education Program math courses.

**Basic Education Center for Students with Disabilities**

516.572.8975 - Building V 111

Provides tutoring accommodations and assistive technology for students with disabilities enrolled in Basic Education Program courses.

**Reading Help Center**

516.572.7464 - ext. 25359 (Building M 207), ext. 25360 (Bldg M 209)

Offers tutoring and computer reading programs for students enrolled in Reading 001, 002 and ESL Reading courses.

**Contact the particular Learning Center for Summer and Winterim session hours Centers are closed on holidays and holiday weekends. Centers are available to current NCC students alumni, and senior observers enrolled in courses.**

**Learning Resources****Academic Computer Service**

Academic Computer Services (ACS) provides computer support for the instructional areas of the College. Our services include, but are not limited to, administration of the public access student computer labs; consultation with faculty to provide software solutions in their disciplines; evaluation and introduction of new technology and software for faculty, staff and students; academic computer lab technology design, setup and maintenance; technical administration support of the College web site and intranet site; and administration, faculty and staff Email support.

**Academic Computing Centers**

The Academic Computing Centers function as resource centers for students and faculty, offering support in a networked environment with full Internet/Intranet access. The centers provide ongoing technical support for the academic computer needs of the College. The knowledgeable staff assists users with current software applications such as Microsoft Windows, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Access, Microsoft Publisher and Internet Explorer. Our technical staff also provides support for online resources, multimedia and departmental proprietary software that supplement classroom instruction and assignments.

**For more information, contact Academic Computer Services at: 516.572.7624  
or stop by one of the Center locations:**

Library - 2nd floor

Bldg. G - Room G145/149

## Organizations & Affiliations

### Alumni Association of Nassau Community College, LTD

The Alumni Association of Nassau Community College, Ltd., a not-for-profit corporation, was founded in 1985 to create and maintain, among the College's graduates, an abiding sense of personal commitment to the life and growth of Nassau Community College.

The Alumni Association is a self-sustaining organization whose officers, directors, and membership is composed of dues-paying graduates of Nassau Community College.

Membership is open to all degree and certificate recipients of Nassau Community College. Lifetime membership dues are \$50.00. Membership dues are primarily used to fund the Association's scholarship program.

The scholarship program provides funds for students attending the College. The Association strives to increase the number of scholarships each year. The present goal is to award a scholarship to a student from every high school in the County who plans to enroll at Nassau Community College.

### Nassau Community College Foundation, Inc.

The Nassau Community College Foundation is an eleemosynary corporation formed to promote the interests of the College. The Foundation is structured to meet the ever-increasing demands of the future by providing an independent avenue to receive philanthropic aid, which assists in the continuing development of the College and its varied programs. The Foundation may accept, hold, invest, reinvest and administer any gifts, bequests, or trusts which benefit the College.

The Foundation disburses funds for the purposes of scholarship awards to students, faculty development programs and various activities which enrich the educational programs of the College. In some instances, the Nassau Community College Foundation functions as the fiduciary agent for the receipt of grants written by faculty and professional employees.

The primary focus of the Foundation's activities is the scholarship program. Direct support to students assists in the fulfillment of their educational goals. Through the auspices of the Foundation, scholarships are awarded to outstanding students in academic departments. Additionally, programs in faculty development, leadership and cultural activities are undertaken through the efforts of the Foundation Board.

The Foundation is governed by a Board of Directors composed of prominent members of the business and professional community, each of whom is dedicated to the goals of higher education and the success of Nassau's students.

### The State University

The State University of New York (SUNY) encompasses 64 geographically dispersed campuses (both two and four-year) that bring educational opportunities to virtually all New York citizens. It comprises the nation's largest centrally managed system of higher education. Nassau Community College is the largest single campus of 30 two-year colleges operating under the system. When founded in 1948, the State University of New York system consolidated 29 Stat-operated, but unaffiliated, institutions whose varied histories of service dated as far back as 1816. SUNY has grown to a point where its impact is felt educationally, culturally, and economically the length and breadth of the state. As a comprehensive public university, SUNY provides a meaningful educational experience to the broadest spectrum of individuals. Just under 428,000 students (full and part-time) are pursuing traditional study in classrooms or are working at home, at their own pace, through such innovative institutions as Empire State College - for over two decades, a leader in non-traditional education, distance learning and assessment of prior learning.

SUNY's students are predominantly New York State residents, who represent more than 95 percent of the University's under-graduate enrollment. Approximately one-third of all New York State high school graduates continue on to a SUNY institution. Nassau Community College has the highest number of minority students among SUNY's community colleges. Approximately one-third of the total enrollment is 25 years of age or older, reflecting SUNY's services to specific constituencies, such as training for business and industry, continuing education, and a wide array of community services to promote both personal enrichment and professional growth.

The 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 University motto is:

**"TO LEARN...TO SEARCH...TO SERVE"**

## Clubs & Organizations

Access Club  
 Accounting Society  
 Achilles Club  
 Alpha Beta Gamma  
 American Sign Language  
 Anime Club  
 Art Club  
 Asian American Club  
 Associated General Contractors  
 Association for Computing Machinery(ACM)  
 Biology Club  
 Black & Hispanic Lost History Club  
 Botany Club  
 Caribbean Students Organization  
 Chamber Choir Club  
 Chess Club  
 Circle K International  
 Circus Arts Club  
 Comic Book Club  
 Communications Club  
 Computer Graphics Club  
 Concrete Canoe Club  
 Creative Writing Club  
 Criminal Justice Society  
 Cure for Cancer Club  
 Earth Science Field and Research Club  
 Economics Club  
 Engineering Society  
 Engineering Society Blood Drive  
 Entrepreneurs Club  
 Environmental Club  
 Epicurean Club  
 Evening Music Club  
  
 Fashion Club  
 Filipino Club  
 Firefighter Robot Club  
 Francophone Club  
 Future Teachers Club  
 Gaelic Society  
 Gamma Tauma  
 Gospel Choir  
 Haitian Students Association (HSO)  
 Haraya  
 Health Information Technology Club  
 Health Phys-Ed Club  
 Honors Club  
 Hotel-Restaurant Club  
 Human Relations Society  
 Interact  
 Interior Design Club  
 International Youth Fellowship  
 Intersity Christian Fellowship  
 Intramural Sports  
 Investment Banking & Financial Markets  
 Istanbul Club  
 Jamaican Vibes Club  
 Jazz Club  
 Jewish Student Organization  
 Lambda Epsilon Chi  
  
 Leap  
 Make a Difference Club  
 Marketing Club  
 Mathematics & Computer Club  
 Media Arts Club  
 Medical Laboratory Technology Club  
 Meteorology Club  
 Mom's Club  
 Mortuary Science Club  
 Multicultural Club  
 Museum Club  
 Music Majors Club  
 Muslim Students Association  
 Nassau Concerts  
 NCC All Ears  
 NCC Amnesty International  
 NCC Breakers  
 NCC Idol  
 NCC Speech Debate Team  
 NCC Step Team  
 NCC Urban Hip-Hop Dance Club  
 Newman Club  
 Nursing Club  
 NYPIRG  
 Orientation Service Group  
 Outing Club  
 Paralegal Club  
 Peace work  
 Philosophy  
 Phi Theta Kappa - Day  
 Phi Theta Kappa - Evening  
 Photography Club  
 Physical Therapist Assistant Club  
 Political Science Club  
 PRIDE  
 Programming Board  
 Psi Beta  
 Psychology Club  
 Radiology Technology Club  
 Respiratory lab  
 Retail and Fashion Business Club  
  
 Science Fiction Fantasy Club  
 Ski Club  
 Society Of Civil Engineers  
 Society of Women Engineers  
 Sound recording Tech Club  
 South Asian Student Association  
 Student Advocates for Sexual Health (SASH)  
 Student Government Association (SGA)  
 Student Organization of Latinos (SOL)  
 Student Parent Club  
 Super Highway Club  
 Student Veterans Association  
 Surgical Technology Club  
 TISA (The International Student Association)  
 Transfer Club  
 Vignette  
 Wall Street Club  
 Women's Criminal Justice Association  
 Women Student Association  
 Writers Slam Society

## Student Services

The Dean of Students is located in the College Center Building Room 312 and is responsible for most student support services. Students requiring assistance with general student advocacy or special problems, should contact this office.

In addition, services are provided to students by the Office of Health Services, the Department of Student Personnel Services and the Academic Advisement Center.

## Academic Advisement

The mission of the Academic Advising Program at Nassau Community College is to assist students in the development of meaningful educational plans that are compatible with their goals. Further, it is to fully inform students regarding requirements in their areas of concentration and expose students to the variety of course and degree options offered by the College. This should take the form of an ongoing discussion between advisor and student, beyond merely a consideration of selecting courses for registration.

The Office of Academic Advisement, located in the Student Services Center, is the primary academic advisement provider for liberal arts and undecided students. The Center is staffed by a core of trained professional advisors and teaching faculty. Students in programs other than Liberal Arts should contact their academic department to inquire about advisement opportunities, although general advisement information is always available during business hours.

**The Center notifies new students of advisement information via their NCC email. Current and returning students are seen on a walk-in basis.**

- NCC photo ID card or Government-issued photo ID is required for sign-in. Students will be advised in the order they have arrived.

**Although the Office of Academic Advisement is available as a resource to all students, there are some exceptions with regard to advising procedures and locations.**

**Exception by Number of Developmental Courses to be completed:**

- Currently attending or returning Liberal Arts students with two or three developmental courses to be completed should contact the Department of Student Personnel Services for advisement information. Call 516.572.7506 for hours, or visit Building M (Nassau Hall), Room 11.

**Exception by Academic Standing:**

- All Liberal Arts Students on "Academic Warning" should contact the Department of Student Personnel Services for advisement information. Call 516.572.7506 for hours, or visit Building M (Nassau Hall), Room 11.
- All students on "Academic Probation", regardless of major must see a counselor from the Center for Educational and Retention Counseling Center (CERC) for advisement, located in Building M, Room 19. Please call for hours at 516.572.7141.

## Adult Resource Center

An Adult Resource Center meets the special needs of adult students (defined as those 25 years of age or older). The objective of these services is to assist adult students to evaluate their own potential and special needs through counseling, testing and advisement. Students will also be assisted in scheduling their courses to meet their individual needs. Courses are available, day, evening, weekends, online, on the air, and through independent study.

Support services are also available for financial aid, career and transfer counseling, job placement and child care. For further information call the Adult Resource Center Coordinator, Professor Robert Rubin, at 516.572.7103 or visit our center at Nassau Hall, room 19.

## Career Counseling Center

The Career Counseling Center, located in Building M, Room 14, is staffed by professional career counselors who provide counseling and vocational testing for students seeking to make career decisions. The center houses a career information center which contains resource materials including videos books, magazines and an extensive pamphlet file on a variety of career fields. The center sponsors career planning workshops and special career programs throughout the year. For a detailed description of services special events and office hours, individuals are encouraged to visit the Center's website or to call us at 516.572.7696.

## Center for Applied Learning

The Center for Applied Learning seeks to reinvigorate the civic mission of higher education and instill in students a sense of social responsibility and civic awareness. Students learn by engaging in direct application of skills, theories and models. Students apply knowledge and skills gained from traditional classroom learning to hands-on and/or real-world settings, creative projects or independent or directed research, and in turn apply what is gained from the applied experience to academic learning. The applied learning activity can occur outside of the traditional classroom experience and/or be embedded as part of a course.

The Center is located on the Student Services Center, 111. Call 516.572.9775 for information and office hours.

## Center for Educational & Retention Counseling

Earning a college degree requires the student to make a commitment to academic achievement and to make the necessary educational decisions. Educational counselors assist all students with wide range of concerns from educational decision-making to personal, social or family problem solving.

### **CERC counselors offer help in the following areas:**

- counsel students with low grade point averages
- educational planning
- study skills enhancement
- changing area of concentration (major)
- review of academic standing
- test anxiety and relaxation techniques
- life skills - balancing life, work and home
- clarifying goals and decision-making

**The center is located in Building M, Room 19, 516.572.7141. Visit the CERC website for more information.**

## Center for Applied Learning (CAL)

The Center for Applied Learning seeks to reinvigorate the civic mission of higher education and instill in students a sense of social responsibility and civic awareness. It is a pedagogical tool which encourages students to learn and explore issues vital to society, inside and outside the classroom. Students learn from engaging with communities by active participation. Faculty and staff guide students through this process through structured reflection and the integration of theory and practice.

Applied Learning can take place through partnership with charities, non-governmental organizations, statutory bodies, community agencies or organizations with a focus on social responsibility.

The Center is in the Student Services Center, Suite 111, Tower Building. Call 516.572.9775 for information and office hours.

## Center for Students With Disabilities

**The College provides the following support services for students with documented physical, hearing, visual, psychiatric, and learning disabilities:**

- academic, career and personal counseling removal of architectural and attitudinal barriers
- priority registration
- group tutoring in math, organizational and study skills
- appropriate classroom and testing accommodations
- sign language interpreters
- adapted computer access
- cultural program
- referrals to other campus services
- clarifying goals and decision-making

The Center is located in Building U, 516.572.7241. Call for office hours or visit the Center for Disabilities Website.

It is the responsibility of the student to identify himself or herself as disabled upon entrance to the College, by notifying the Center for Students with Disabilities. Since each type of disability varies, the documentation needed by the CSD office will also vary. Individuals needing accommodations are strongly encouraged to contact the Center for Students with Disabilities, which is located in Building U. The Center can be reached by voice telephone at 516.572.7241 or TTY at 516.572.7617.

## Center for Veterans/Military Affairs

The Center for Veterans/Military Affairs assists students in obtaining the education benefits to which they are entitled to from the Department of Veterans Affairs. In addition, the Center provides information and referrals to various services designed to help veterans make a smooth and productive transition from military to college life. Services include: how to apply to the College, utilizing financial resources including Post 9/11 GI Bill, counseling referral, and assistance with scheduling.

The Center is in the Student Services Center, Suite 111, Tower Building. Call 516.572.9775 for information and office hours.

## Child Care Services

The Children's Greenhouse is a not-for-profit child care center providing quality child care to NCC students and other members of the College community since 1979. The Center enrolls children between the ages of 8 weeks and 5 years of age in six age-related groups.

The Children's Greenhouse is *licensed* by New York State Office of Children and Family Services and is staffed by professionals who provide a safe, nurturing and educational experience for the children who attend.

Fees are charged on a sliding scale based on family income and subsidies are available for eligible student parents. Families are accepted from the waiting list based on date of application, scheduling needs and the age of the child. Call 7614 for information and an application packet.

**Phone Number:** 516.572.7614

### Hours of Operation

#### Fall and Spring Semesters:

Monday and Wednesday – 7:15 am to 8 pm

Tuesdays and Thursdays – 7:15 am to 8:30 pm

#### Summer Sessions:

Monday to Thursday – 7:15 am to 5:30 pm

## Financial Aid Office

The College offers federal, state and college financial aid in the form of scholarships, grants, loans, and work to eligible students. A description of these programs and how to apply may be found in the Finances and Financial Aid section under Policies and Procedures of this catalog.

Information regarding financial aid is available at the Financial Aid Office, which is located on the 3rd floor of the Administrative Tower, or by telephone at 516.572.7396 or email at [financialaid@ncc.edu](mailto:financialaid@ncc.edu).

## Health Services

The Student Health Office is located next to the “U” building and the NCC Theatre. The Health Records Office is located in the Student Service Center in the lower level of the tower and is open during peak registration times. Students can submit their immunization records at the Health Records Office and the Student Health Office. The Student Health Office is staffed by registered nurses. Hours are Monday through Friday from 8:00 am to 3:45 pm. Please arrive 15 minutes prior to closing.

New York State Public Health Law requires that students born on or after January 1, 1957 and enrolled in six or more credits must file proof of immunizations against measles, mumps and rubella and complete a meningitis survey. **Failure to comply with this law will result in a student's disenrollment from classes without a refund of tuition and fees.**

The Student Health Office provides emergency, urgent care to students. Consultations and referrals to appropriate health facilities are made for students. Over the counter medications (OTC) are available to students 18 years and older. Consent forms for students under 18 years of age are available to be notarized by a parent/guardian to receive care and OTC medications.

Health related literature and pamphlets are available. Immunizations forms, physical education waivers (gym waivers), allied health, nursing, mortuary science and all sports physical exam forms are screened by the staff nurses. Health insurance information is available at the Student Health Office. Accident claim forms are available to student athletes who have been injured while participating in an NCC sponsored activity. For additional information, please visit the Health Services website or call us at 516.572.7123.

## International Student Services

The Office of International Student Services, provides services to F1 non-immigrant students attending Nassau Community College, including those enrolled in the LINCC (Language Immersion at NCC) program.

Services include F1 visa/status advisement for students in their home countries, advisement of international transfer students, change of status and reinstatement applications, and on travel/ consular issues. Advisement on work authorization and Social Security issues is also provided. In addition, the ISS Office administers the College international health insurance program.

Applicants who will require a student (F-1) visa or status in order to attend Nassau Community College or our LINCC program should contact the ISS office at 516.572.7053 or email us at [isaoff@ncc.edu](mailto:isaoff@ncc.edu) in order to obtain an Admissions Guide & Application, and the application forms necessary to secure an I-20 (the document that is required before an F-1 visa can be issued). An I-20 will not be issued until a student has been accepted into a program of study at the College.

Information can be found at on our website.

## Student Professional Development and Employer Services

The Student Professional Development and Employer Services, located in Nassau Hall, Room 39, is available to assist students seeking employment and internship opportunities. The staff of trained professionals provides a comprehensive service designed to ensure placement in an employment environment consistent with individual academic interest. Workshops are scheduled each semester to assist students in developing appropriate pre-job training skills. Call 516.572.7132 or visit our website.

## Media, Arts & Cultural Organizations

### Theatre

The Department of Theatre and Dance presents an extensive, open-to-the-public production program which includes a children's musical, a dance concert, a joint production with the Africana Studies Department, and numerous other plays and musicals. Auditions for these productions are open to students enrolled for a minimum of credits at the College, and all interested students are encouraged to audition. Audition notices are posted on the Call Board in the Theatre (Building W).

### Music

The Music Department invites students to participate in various performance groups. The following are open to all students without audition: Orchestra, Concert Band, Chorus, and Jazz Ensemble. Other music ensembles are open to students by audition: Vocal Ensemble Chamber Choir, and Chamber Ensemble. Two additional groups are limited to students in the music degree program: Percussion Ensemble and Classical Guitar Ensemble. Community members and interested high school students may join some of our performing groups. For more information, call the Department at 516.572.7446.

### English

The Creative Writing Project of the English Department sponsors a wide range of activities for student writers. These include the projects of the Creative Writing Club, which produces the annual student literary magazine and holds regular meetings, public readings by students and distinguished visiting writers, group or individual use of a student publication center and resource room housing computer facilities and materials, such as recordings and magazines, and publication of an annual newsletter highlighting campus literary events and creative work by students. In addition, the Writing Workshop of the English Department hosts ESL group meetings in which topics of current interest are informally discussed by native and non-native speakers of English. These groups are sponsored jointly by the Reading, Communications, and English Departments.

### College Radio Station, WHPC 90.3 FM

WHPC, "The Voice of Nassau Community College," is on the air 24-hours-a-day, seven days a week, 365 days a year. WHPC was named "Best Community College Radio Station" at the 2019 Intercollegiate Broadcasting System awards, and was a finalist for the 2019 "Best College Station" Marconi Award from the National Association of Broadcasters. WHPC maintains two recording studios and two editing studios in Building H on campus. Staffed by over 75 students and 60 community volunteers, listen for over 60 different types of programming, from rock-and-roll, to country, to today's top-40 and even polka! Plus, listen for local news, public-interest interviews with authors and experts, NCC live sports and more. The studios use the latest digital state-of-the-art equipment, which can be found in many commercial radio stations.

WHPC is a 500-watt non-commercial, non-profit radio station, serving Nassau County, Eastern Queens, and Western Suffolk County communities, licensed to Garden City, NY. WHPC can also be heard world-wide online at [www.NCCradio.org](http://www.NCCradio.org), and on the Amazon Echo and Google Home smart speakers (just say "Play WHPC!"), as well as the iHeartRadio and Tune-In apps. The station provides professional broadcast training to qualified Nassau Community College students, as well as members of the community.

Students in good academic standing can apply by email at [whpc@ncc.edu](mailto:whpc@ncc.edu) or by stopping by the station during normal business hours (M-F 9am-4pm). Students do NOT need to be majoring in Communications to apply—all majors are encouraged and welcome. Thanks for listening!

### Art

The Art Department provides a number of cultural activities to students, the College community and the public. The Art, Photography and Computer Graphics Clubs invite guest artists to speak on campus and take field trips to galleries and museums. Other Department activities include Firehouse Gallery exhibitions by nationally and internationally known artists and craftsmen all of which are open to the public. The Firehouse Gallery also sponsors annual faculty and student shows as well as open competitions. The work of both students and gallery artists is regularly featured in the display cases in Building G as well as the College Center Building. In addition, the Art Forum lecture series sponsors demonstrations, lectures, films and visiting artists throughout the academic year.

## Psychological Counseling Center

The Psychological Counseling Center offers students psychological assessment, counseling, crisis intervention and referrals to off-campus resources. To make an appointment, students can call 516.572.7698 or stop by the office in Nassau Hall, Room 9. Please visit the [Psychological Counseling webpage](#).

## Student Activities

The student activity program has grown from a conviction that education is not restricted to scheduled classes, that the hours outside the classroom are of major importance and that the student activities program can give a new dimension to education. These activities expand the means through which the College educates.

The activities program is planned and implemented, in large part, by students involved in clubs and organizations. These social, cultural, and recreational activities enrich the lives of those participating and give student leaders the opportunity to plan and implement programs. This responsibility helps students build character, develop greater understanding of others, learn leadership skills, and have a greater sense of their own abilities.

To be eligible to serve as a campus-wide student leader, students must comply with the College policy on "Eligibility for Student Leadership Positions."

Call the Student Activities Office at 516.572.7148 or visit their website.

**Faculty-Student Association**

The Faculty-Student Association, through its board of directors, sets and administers policies for the purpose of creating and implementing programs of cultural, social, educational, and recreational value to the College community. It also allocates and disburses the student fees collected by the College in support of these programs.

The Association was organized under New York State laws in accordance with State University policy. It is a non-profit, educational membership corporation. Its board of directors is comprised of five students, five faculty members and three administrative officers. The student and faculty directors are elected, while the three administrative directors serve by virtue of their positions at the College.

**College Center**

The College Center Building is the hub of student activities. Social and cultural programs and a variety of recreational activities take place here. Activities include lectures, concerts and social programs. Meeting rooms, student organization offices, information areas, and counselors' offices are also located in the CCB. Call 516.572.7148 for program information.

**Social Programming**

The Programming Board and Nassau Concerts are responsible for the major social programs on campus. The Programming Board offers a variety of social activities including dances, film festivals, comedy programs, and holiday parties. Nassau Concerts provides a concert series with both day and evening performances.

**Student Government Association**

Each entering student automatically becomes a member of the Nassau Community College Student Government Association (SGA). This Association, through the Student Senate, provides for student participation in the College governance process. SGA apportions the income from student activity fees among the other student organizations, makes recommendations concerning the conduct of the student body, recommends policies affecting student life, and, in all ways, represents student interests.

**Student Publications**

There are two campus publications: Vignette, the weekly newspaper and the annual literary magazine produced by the Creative Writing Club.

**Student Athletic Programs**

The Faculty-Student Association sponsors programs in women's and men's intercollegiate athletics. The College is a member of the National Junior College Athletic Association and participates in Region XV competition.

The women's intercollegiate program has gained national prominence, fielding regional championship teams in bowling, volleyball, basketball, soccer, cross country, lacrosse, softball, tennis, and track. The women's program has won two national championships, one in soccer and one in tennis.

The men's intercollegiate program takes pride in its dominance over other junior colleges in Region XV. The men's teams have captured national titles in bowling, baseball, soccer, golf, wrestling and lacrosse, along with numerous regional titles in cross country, football, basketball, tennis, and track.

In addition, the intercollegiate Athletic Department sponsors teams in women's dance, cheerleading, and coed equestrian teams.

**Eligibility**

All student athletes must be registered as full-time students (12 credits or more) to maintain athletic eligibility.; Student-athletes should visit the Athletic Department office for further clarification on transfer status, Grade Point Average, and other matters.

**Transfer Counseling**

The Transfer Counseling Office is located on the first floor of Building M, Nassau Hall and Room 4A. Students can obtain information regarding transfer opportunities to four-year colleges and universities. Information regarding scholarships can also be obtained at the Transfer Counseling Office.

The Transfer Counseling Office schedules group meetings as well as individual appointments to discuss any transfer concerns students may have.

An annual Transfer Day program (College Fair) and annual Evening Transfer Program are coordinated by the Transfer Counseling Office. Representatives from four-year colleges and universities schedule visits to our campus through the Transfer Counseling Office. Transfer information is published weekly in the student newspaper, the Vignette.

The library in the Transfer Counseling Office has a large collection of catalogs from four-year colleges and universities. Reference materials, financial aid forms for transfer students, State University (SUNY) applications, City University (CUNY) applications and applications for most local colleges and universities are also available. Call the Transfer Counseling Office at 516.572.7127/8 or visit our website.

**Volunteer Service Center**

The Volunteer Service Center places interested students in volunteer positions with community agencies and organizations. It helps provide our students with pre-professional experience, as well as providing agencies and organizations with qualified, motivated students eager to learn and apply their skills. Interested students may contact the Center in the Student Professional Development and Employer Services office, located in Building M. Call 516.572.7132 for office hours.



## Women's Resource Center

The Women's Resource Center was founded by the Department of Student Personnel Services in the early 1970 to provide a forum for discussion of concerns to women and to bring educational programs to the campus and community.

The Women's Center faculty coordinators can be contacted at 516.572.7698 in Building M, Room 14 or visit the [Women's Resource Center](#) webpage.

## Academic Information

The Office of the Vice President for Academic Affairs is responsible for the implementation, interpretation of, and compliance with all academic regulations.

The Office of the Registrar is responsible for the registration of students, evaluation of transfer credits once a student is in attendance, and maintenance of all academic records. Official certifications regarding student records are provided as required. Students should contact the Office of the Registrar for information, rather than rely on unofficial sources. The Office of the Registrar is located on the lower level of the Administrative Tower.

## Academic Dishonesty & Plagiarism

Academic dishonesty, which includes plagiarism and cheating, will result in some form of disciplinary action that may lead to suspension or expulsion under the rules of the Student Code of Conduct. Cheating can take many forms including but not limited to copying from another student on an examination, using improper forms of assistance, or receiving unauthorized aid when preparing an independent item of work to be submitted for a grade, be it in written, verbal or electronic form. Anyone who assists or conspires to assist another in an act of plagiarism or any other form of academic dishonesty may also be subject to disciplinary action.

Plagiarism is a particular type of academic dishonesty that involves taking the words, phrases or ideas of another person and presenting them as one's own. This can include using whole papers and paragraphs or even sentences or phrases. Plagiarized work may also involve statistics, lab assignments, art work, graphics, photographs, computer programs and other materials. The sources of plagiarized materials include but are not limited to books, magazines, encyclopedias or journals; electronic retrieval sources such as materials on the Internet; other individuals; or paper-writing services.

A student may be judged guilty of plagiarism if the student:

- (a) Submits as one's own an assignment produced by another, in whole or in part.
- (b) Submits the exact words of another, paraphrases the words of another or presents statistics, lab assignments, art work, graphics, photographs, computer programs and other materials without attributing the work to the source, suggesting that this work is the student's own.

Allegations of student plagiarism and academic dishonesty will be dealt with by the appropriate academic department personnel. It is the policy of Nassau Community College that, at the discretion of the faculty member, serious acts will be reported in writing to the Office of the Dean of Students, where such records will be kept for a period of five years beyond the student's last semester of attendance at the College. These records will remain internal to the College and will not be used in any evaluation made for an outside individual or agency unless there is a disciplinary action determined by a formal ruling under the Student Code of Conduct, in which case only those records pertaining to the disciplinary action may apply. A student whose alleged action is reported to the Office of the Dean of Students will be notified by that office and will have the right to submit a letter of denial or explanation.

The Dean will use his/her discretion in determining whether the alleged violation(s) could warrant disciplinary action under the Student Code of Conduct. In that case the procedures governing the Code of Conduct will be initiated.

## Academic Programs

The New York State Education Department has authorized Nassau Community College to award degrees and certificates in the following programs listed with HEGIS (Higher Education General Information Survey) code. Students are advised that enrollment in other than registered or otherwise approved programs may jeopardize eligibility for certain State and Federal aid awards.

Name	Degree	HEGIS Code
Acting	A.A.	5610
Administrative Business Technology-Admin Support	A.A.S	5005
Administrative Business Technology-Admin Support	Cert.	5005
Administrative Business Technology-Legal	A.A.S.	5005
Administrative Business Technology-Legal	Cert.	5005
Administrative Business Technology-Medical	A.A.S.	5005
Administrative Business Technology-Medical	Cert.	5005
American Sign Language	A.A.	5599

Art	A.S.	5610
Art Studies	A.A.	5610
Biology	A.S.	5604
Business Administration	Cert.	5004
Business-Accounting	A.S.	5002
Business-Business Administration	A.S.	5004
Business-Fashion Buying & Merchandising	A.A.S.	5004
Business-Marketing	A.A.S.	5004
Business-Retail Business Management	A.A.S.	5004
Cisco Certified Entry Networking Technician	Cert.	5199
Civil Engineering Technology	A.A.S.	5309
Commercial Art: Digital Technologies	A.A.S.	5012
Communication Arts	A.A.	5008
Computer Info Systems: Microcomputer	Cert.	5101
Computer Repair Technology	A.A.S.	5105
Computer Science	A.S.	5101
Construction Management	Cert.	5317
Creative Writing	A.A.	5615
Criminal Justice	A.S.	5505
Culinary Arts	A.O.S	5404
Cybersecurity	Cert.	5199
Dance	A.A.	5610
Desktop Publishing and Design	Cert.	5012
Dietary Management	Cert.	5404
Disability Studies	A.A.	5501
Disability Studies	Cert.	5501
Electrical Engineering Technology	A.A.S.	5310
Emergency Management	A.S.	5508
Engineering Science	A.S.	5609
Fashion Design	A.A.S.	5012
Fire Science	A.S.	5507
Food and Nutrition	A.S.	5404
Food Service Administration, Restaurant Management	A.A.S.	5010
Food Service Technology	Cert.	5010
Graphic Design and Digital Media	A.A.S.	5012
Health Information Technology	A.A.S.	5213
Health Information Technology	Cert.	5213

Health Studies	A.S.	5299
Hotel Technology Administration	A.A.S.	5010
Human Services: Community Service and Social Welfare	A.A.	5506
Information Technology	A.A.S.	5101
Information Technology	Cert.	5199
Interior Design	A.A.S.	5012
Interior Design	Cert.	5012
Liberal Arts & Science - Humanities & Social Science	A.A.	5649
Liberal Arts & Science - Math & Science	A.S.	5649
Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Science: Afro-American Studies	A.A.	5622
Liberal Arts & Science: Childhood Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Childhood Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Sciences: Mathematics	A.S.	5617
Marketing	A.S.	5004
Media	A.A.	5008
Medical Laboratory Technician	A.A.S.	5205
Mortuary Science	A.A.S.	5299.2
Nursing	A.S./B.S.	NCC 5208.10/ESC 1203.00
Paralegal	A.A.S.	5099
Paralegal Studies	Cert.	5099
Performing Arts-Music	A.A.S.	5610
Photography	A.S.	5007
Photography	Cert.	5007
Physical Education Studies	A.S.	5299
Physical Therapist Assistant	A.A.S.	5219

Radiologic Tech: Radiation Therapy Tech.	A.A.S.	5207
Radiologic Technology	A.A.S.	5207
Respiratory Care	A.A.S.	5215
Sport Marketing	A.S.	5004
Studio Recording Technology	Cert.	5008
Surgical Technology	A.A.S.	5211
Sustainable Design and Renewable Energy	Cert.	5317
Teaching Assistant	Cert.	5503
Technical Theatre	A.A.	5610
Website Design	Cert.	5012

## Academic Standings

Academic standing is determined according to the regulations of the Academic Standing Committee and are made at the conclusion of each semester. Academic standing will only be printed at the top of each semester on your online unofficial transcript.

Decisions made at the conclusion of the spring semester will remain in effect for a minimum of one full semester during the regular school year; that is, until the conclusion of the following fall semester. Grades attained during the intervening summer sessions will be considered only in conjunction with the following fall semester grades for purposes of releasing students from academic standing decisions or limitations.

### Minimum Grade Point Average Required To Maintain Good Academic Standing

The following cumulative grade point averages (GPA) are the minimums which must be attained for a student to be considered in good academic standing:

- 1.7 with 1-14 credits attempted (usually one semester)
- 1.8 with 15-29 credits attempted (usually two semesters)
- 1.9 with 30-47 credits attempted A - 2.0 with 48 or more credits attempted

A student whose cumulative average falls below these minima for the first time will remain in good academic standing but shall be limited to 14 credits (or equivalent where preparatory courses are concerned) for the next semester. If, at the end of the next semester, the student's cumulative average still falls below these minima, then the student concerned shall be placed on academic probation and shall be restricted to part-time (fewer than 12 credits) attendance.

### Academic Dismissal Policy

The cumulative Grade Point Average (GPA) of students on probation will be reviewed at the end of the spring semester. Students whose cumulative average remains below the required minimum will be academically dismissed. The Office of the Dean of Students implements, interprets, and ensures compliance with this policy.

A previously dismissed student who is readmitted will not be dismissed under this policy if a GPA of 2.00 or higher is maintained in courses taken since readmission, and if satisfactory progress is demonstrated in remedial courses taken since readmission.

Students have the right to appeal their dismissal. Appeals must be submitted in writing to the Academic Standing Committee through the office of the Dean of Students no later than six weeks prior to the beginning of the semester for which they wish to be readmitted. Students who fail to appeal their dismissal within the required time limit may submit an appeal in a timely fashion for readmission to a future semester. All appeal decisions rendered by the Academic Standing Committee shall be final.

### Academic Progress Requirements for Students Placed in Remedial/ESL Courses

The following conditions apply to students who require a remedial/ESL course, i.e., COM 030, ENG 001, ENG 030, MAT 001, MAT 002, MAT 003, RDG 001, RDG 002, RDG 030, WRT 001:

1. Students must enroll in required remedial/ESL courses during their first semester of attendance.
2. The only possible grades for these courses are "S" (Satisfactory), "U" (Unsatisfactory) and "UU" (Unofficial Withdrawal). For extreme situations, see number 8 below.

3. Any student who does not successfully complete a required remedial/ESL course must register again for the course the following semester.
4. Any student who earns a grade of “U” in a required remedial/ESL course will be limited to the equivalent of 14 credits in subsequent semesters until all remedial/ESL requirements are satisfactorily completed.
5. A student may repeat a single, failed remedial/ESL course only twice, and will be academically dismissed after the third failure, upon review by the Office of Placement Testing in consultation with the chair or the chair’s designated coordinator of the department that offers the remedial or ESL course.
6. MAT 003 may be taken only once. In the event of failure the student will be appropriately placed into MAT 001 or MAT 002 for what will count as a second attempt at that course.
7. A dismissed student will be considered for readmission only after being separated from the College for at least one year (fall/spring), and only if future placement tests results reveal no need for remediation in the course(s) for which the student was dismissed.
8. Students can only withdraw from the required remedial/ESL courses if they are officially withdrawing from all courses for the semester in response to extenuating circumstances, such as a medical or personal emergency. In such cases, the student must present to the office of the Dean of Students cause for withdrawal from all courses and request a W grade that would not affect academic standing.
9. Some academic departments have designated courses which students cannot take until remedial/ESL requirements have been satisfied. Students with remedial/ESL requirements cannot register for those restricted courses and may not add them through the Change of Program or Drop/Add process.

#### **Academic Program Requirements for Students Placed into Two or Three Remedial Courses**

The following additional conditions apply to students who require two or three remedial courses from among ENG 001, MAT 001, MAT 002, MAT 003, RDG 001, RDG 002, WRT 001.

In addition to fulfilling their remediation requirements specified in the previous section, these students must enroll in NCC 101 – The College Experience, during the summer or winterim session prior to their first semester of attendance, or during their first semester of attendance.

Students required to enroll in NCC 101 and who do not successfully complete the course must register again for NCC 101 until they do so.

#### **Impact of Withdrawal Grades on Academic Standing**

- A student who withdraws from more than one course per semester (i.e., two or more “W” grades in one semester) shall thereafter be placed on academic limitation — no more than 14 credits permitted.
- A student who withdraws from more than one course during a semester of academic limitation, or who has not earned the required Grade Point Average, shall be placed in the next more restrictive probation category.
- A student who earns a total of six or more “W” grades will automatically be placed in the most restrictive probation category (i.e. PART-TIME). “W” grades earned prior to September 1976 shall not apply.
- A student will be removed from academic limitation upon completion of the probationary semester’s program, provided he or she has achieved the required grade point average and has not received more than one “W” grade.
- Students who feel that extenuating circumstances warrant an exception from this policy may appeal through the Office of the Dean of Students.
- Grades attained during the summer sessions will be considered in conjunction with the following fall semester grades for the purpose of this policy.
- A student who has been placed on academic limitation is required to see a Student Personnel Services counselor.

#### **Academic Progress for Students on Academic Probation**

A student currently on academic probation is required to obtain academic counseling at the Center for Educational and Retention Counseling (CERC). A registration hold due to the student’s low cumulative grade point average (GPA) will be placed. The hold will remain on a student’s record until it is released by CERC. To have the hold removed a student must complete one of the following: 1) Attend a Retention Strategy Session or, 2) Complete the online Retention Strategy Session. The CERC is located in Nassau Hall (M Building) Room 19.

## **Classroom Disruption Policy**

### **(Formerly the Classroom Management Policy)**

Faculty has a right and responsibility to maintain a proper learning environment in the classroom. As integral members of this partnership, students are expected to participate actively in the learning experience and must do so in an appropriate manner.

Disruptive conduct in the classroom that interferes with the instructor’s performance of his/her professional functions or that undermines the integrity of student learning will not be tolerated. Disruptive conduct includes, but is not limited to:

- Students who routinely enter class late or depart early,
- Students who repeatedly talk in class without being called upon;
- Students who continually interrupt lectures;
- Students whose cell phones repeatedly ring and/or emit an audible sound during class or students who repeatedly text during class;
- Students who intimidate or harass a professor/classmate;
- Students who threaten a professor/classmate, participate in a physical display of anger, or verbally abuse a faculty member/classmate;

- Students whose classroom behavior otherwise violates the College's Student Code of Conduct and (or) Sexual Harassment and Sexual Violence Policy.

This negative behavior will incur faculty intervention and may result in disciplinary action.

The procedures designed to ensure the right of due process for both instructor and student, as well as the College's right to impose penalties for infractions, are as follows:

1. The instructor will apprise the student of the inappropriateness of the behavior and ask that the negative behavior cease.
2. If negative behavior persists, the instructor may:
  - a. Refer the student to campus support services, and /or
  - b. Remove the student from class for one class meeting and inform the student to contact the instructor prior to the next scheduled class meeting.
  - c. In case of severe negative behavior, Public Safety will be called and the student will be immediately removed from class.
3. If the behavior persists and the faculty member wants to remove the student from class, the instructor will inform the chair immediately and submit a signed and dated written statement of the incident to the Department Chair within two (2) academic calendar days. Within two (2) academic calendar days, the Department Chair will call a meeting(s) with the faculty member and the student to review the matter. If a unanimous resolution is not reached, the Student will have the opportunity to appeal his removal from the classroom to the Dean of Students, by Chair using the Classroom Disruption Student Appeal Form

## Campus Crisis Intervention

### Procedures for Campus Crisis Intervention

#### Dealing with an aggressive student or violent situation:

In a situation in which a faculty member is concerned about who he/she feels is an aggressive student, the faculty member should contact Public Safety 516.572.7111.

#### For other psychological concerns:

1. Members of the Campus Community should contact Psychological Counseling (516) 572-7698 to request services for a student who seems to be experiencing a psychological crisis situation.
2. Psychological Counseling will respond to these calls and assess the need for
  - a. If deemed an emergency, a psychological counselor will meet with the student in the office (Room 9, Nassau Hall), respond to the scene if needed or make other suitable arrangements based on the circumstances.
  - b. If a non-emergency, an appointment will be made for counseling at the earliest available opportunity.
3. In the event that none of the Psychological Counselors are immediately available, the secretary will call NCC Public Safety to request assistance.
4. If the responding professional determines that a student requires immediate psychiatric care, he/she will arrange for the student to be seen at an appropriate facility in the community.
5. **If a possible crisis occurs at a time when the Psychological Counseling Office is closed, please call Public Safety 516.572.7111 for assistance.**

## Computer Resources & Electronic Communication Policy, Acceptable Use

### I. Introduction

In keeping with the tradition of fostering academic freedom, Nassau Community College (hereinafter "the College" or "NCC") respects, encourages, and supports the right of any member of the college community to participate in dialogue and discourse to promote its educational mission. In support of this process, the College provides campus computing technologies, resources, and data networks.

The purpose of this policy is to outline the acceptable use of computer and information technology resources provided by NCC to students, faculty, staff, and other authorized individuals. Inappropriate use exposes the College to risks, including breach of computer security, exposure of restricted data, compromise of network systems/services, detriments to technology performance, institutional/brand damage and legal liability. NCC is committed to protecting students, faculty, staff, and the College from illegal or damaging actions by individuals, either knowingly or unknowingly.

### II. Rights and Responsibilities

#### A. The College's Rights and Responsibilities

NCC provides computer facilities and related resources to support its educational mission. It is the responsibility of the user to abide by College guidelines as outlined below. Central to appropriate and responsible use is the stipulation that NCC data networks and computer resources shall be used in a manner consistent with the College policies; federal, state, and local laws; ADA guidelines; and contractual obligations. Computer facilities and related resources are intended for the sole use of College faculty, staff, students, and other authorized individuals. Such resources include but are not limited to host computer systems, personal/laptop computers and workstations, personal digital assistants (PDAs), data networks, software, databases, and files.

Use of NCC computing resources by unauthorized individuals is strictly prohibited. Users of Nassau Community College's institutional data networks and computer resources shall have no expectation of privacy in any data or communication transmitted, received, or stored while using these systems. In order to carry out its institutional mission and comply with its responsibilities under all applicable laws, the College reserves the right to monitor all employee usage of these systems.

The College requires compliance with applicable federal, state and local laws, including copyright, export and re-export laws, as a condition to system use. Except as expressly permitted, users shall not alter, delete or modify any attributions included within any hosted services. Users further shall not engage in any activity that interferes with or disrupts the services, servers or networks provided. Student email account users shall comply with the terms and conditions set forth by the current email service provided in connection with those email services. For more information on the civil and criminal penalties for violations of Federal copyright laws, see Section G of this Policy, as well as the relevant provisions of the United States Copyright Law, which are available at the following website: <http://www.copyright.gov/title17/92chap5.html>.

The use of the College's data networks, computer resource facilities, and services is subject to and conditioned upon compliance with: College policies Federal, state and local laws, ADA guidelines Contractual obligations

### **B. Faculty, Student, and Staff Rights and Responsibilities**

All members of the College community have the responsibility to use data networks and computer resources in an effective, efficient, ethical, and lawful manner. The following activities are examples of unethical, unacceptable behavior, and are in violation of College policy. These may include, but are not limited to, any attempt to:

- alter system software or hardware configurations; using personal wireless routers, switches, or hubs, or unplugging cables and hardware;
- access another person's account, private files, or email without that person's permission;
- violate rules or codes set by services subscribed to by the College;
- use data networks or computer resources to threaten or harass others;
- use the College systems for commercial or personal profit-making purposes;
- not comply with computer facilities and system policies, procedures, and protocol;
- use the College facilities or resources to violate the policies of other computer systems or organizations;
- download video or music applications for non-College business.

The use of a computer or other electronic equipment that is not the property of NCC (e.g., a personally-owned computer) in conjunction with NCC resources (e.g. the College data network) shall constitute the use of NCC computer resources, shall be governed by the Acceptable Use Policy for Data Networks and Computer Resources, and shall be the legal responsibility of the individual user.

### **C. Web Content Creators' Rights and Responsibilities**

#### The Official College Website

The official website of the College contains public, employee and student information about NCC's mission, programs and services. All content under the College's website [www.ncc.edu](http://www.ncc.edu) is deemed official and authorized. As such, the College administration has the sole right, responsibility, and obligation to provide oversight and final editorial control of content. The official website must follow the College's branding policies and guidelines which are available through the Office of Marketing and Communications.

Due to the dynamic nature of electronic publication via the web, the following guidelines must be adhered to when creating content for websites other than the College's official website:

#### Department-Created Content

It is the responsibility of the supervising administrator or chairperson (or his/her designee) for all oversight of the content in Administration, Alumni, Department, Staff and Student Activities websites. This must be done a minimum of twice a year by the appropriate oversight committee or individual assigned the responsibility for such oversight. They must insure that such websites do not contain official information. This includes but is not limited to course descriptions, programs of studies, college directories, etc. All references to official information must be made through referral links to the official College website.

#### Faculty-Created Content

Faculty of the College community have a right and are encouraged to establish an Internet presence, provided that the purpose of the Internet presence is consistent with the College mission and adheres to the provisions defined in this policy. Faculty web pages must adhere to the Acceptable Use Policy for Data Networks and Computer Resources.

#### Student-Created Content

NCC does not provide access to web publishing for students, except in an instructional setting.

### **D. Intellectual Rights and Responsibilities**

The College respects the intellectual and creative contributions made by the faculty, staff and students, and recognizes that they are vital to the academic enterprise. Furthermore, the College adheres to the principle of respect for the right of acknowledgment, and the right to determine the form, manner, and terms of publication and distribution of intellectual property.

Since electronic information is transient and may easily be reproduced, respect for the work and personal expression of others is critical. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access, and copyright violations, may be grounds for sanctions against members of the College community.



Images of people, places, graphics and logos on the ncc.edu web site are either the property of the College or used with permission. Unless authorized by the Office of Marketing and Communications, the use of these images by web developers or the downloading and use of these images by web users who browse the web is prohibited, except in the course of normal business operations. Unauthorized use of the images may violate copyright and privacy laws and statutes.

#### **E. Electronic Mail Usage Policy**

THE COLLEGE WILL NEVER (UNDER ANY CIRCUMSTANCES) ASK VIA AN EMAIL FOR YOUR USER NAME, PASSWORD, OR PERSONAL/FINANCIAL INFORMATION.

Faculty, staff, and other authorized users of NCC email who respond to phishing emails shall be subject to temporary or permanent loss of email privileges.

All accounts issued to individuals are intended for the sole use of those individuals and are non-transferable. Individual account holders are responsible for all usage on their assigned accounts, hold a position of trust, and must preserve the security and confidentiality of the information they use.

Based on the reliance and acceptance of electronic communications, email messages and portal announcements are considered an official means of communication with students, faculty, and staff of Nassau Community College. Employees and students are expected to comply with this policy when using NCC email and portal systems. All users are assigned an official college username and password combination for accessing email and portal systems and an official College email address for receiving and sending email messages. The college expects that students, faculty, and staff will use their official College email accounts to receive and read email messages and portal announcements on a frequent and timely basis. Students, faculty, and staff are not absolved from the responsibilities associated with the contents of electronic communications if electronic communications are not received and read on a frequent and timely basis. Students, faculty, and staff are expected to maintain their own email inboxes and manage their email disk storage usage.

#### **Prohibited Activities**

Prohibited email activities include but are not limited to the following:

- Unauthorized use of another individual's account
- Performing an act that will interfere with the normal operations of computers or networks on campus
- Creating and/or distributing chain letters
- Impersonation (misrepresenting yourself as another individual)
- Violations of official College policies and applicable laws
- Distributing classified, commercial, or political advertisements
- Distributing unsolicited and/or unauthorized mass mails (spamming) unrelated to College business, events, or announcements

#### **F. College Intranets**

The College Intranet is intended to provide the faculty and staff access to services that support the operational needs of the College community and information disseminated by means of a role-specific criteria. Access to the content is role-based and is determined by one's logon profile (e.g., as Faculty or Administrator).

#### **G. Compliance With The Higher Education Opportunity Act**

The Higher Education Opportunity Act of 2008 (HEOA) requires the College to address unauthorized distribution of copyrighted materials, including unauthorized peer-to-peer file sharing. In order to meet the College's obligations under this Act, the College shall disseminate the following statement to students, faculty and staff on a regular basis:

The College strictly prohibits the users of its networks from engaging in unauthorized distribution of copyrighted materials, including unauthorized peer-to-peer file sharing. Anyone who engages in such illegal file sharing is violating the United States Copyright law, and may be subject to criminal and civil penalties. Under federal law, a person found to have infringed upon a copyrighted work may be liable for actual damages and lost profits attributable to the infringement, and statutory damages of up to \$150,000. The copyright owner also has the right to permanently enjoin an infringer from further infringing activities, and the infringing copies and equipment used in the infringement can be impounded and destroyed. If a copyright owner elected to bring a civil lawsuit against the copyright infringer and ultimately prevailed in the claim, the infringer may also become liable to the copyright owner for their attorney's fees and court costs. Finally, criminal penalties may be assessed against the infringer and could include jail time, depending upon the severity of the violation.

Students should be aware that unauthorized or illegal use of College computers (such as engaging in illegal file sharing and distribution of copyrighted materials), is an infraction of the Student Code of Conduct and may subject them to disciplinary measures.

To explore legal alternatives to unauthorized downloading, please consult the following website: <http://www.educause.edu/legalcontent>

### III. Reporting, Investigations, and Sanctions

Students, faculty, staff or other authorized individuals who use computer resources for improper purposes shall be subject to disciplinary action, up to and including discharge and/or expulsion. Any person who receives material on his/her computer which he/she believes violates a College policy should contact the Office of Marketing & Communications. Any other concerns or inquiries regarding perceived violation of the Acceptable Use Policy for Data Networks and Computer Resources should likewise be reported to the Office of Marketing & Communications (telephone: 516-572-9634; email: Marketing-Communications@ncc.edu) for appropriate action. Personnel designated by the Administration and in consultation, when necessary, with the Office of Public Safety will investigate alleged violations of the policies articulated herein. While an alleged violation is under investigation, computing privileges may be suspended. Where a confirmed violation is serious or persists, a restriction of computing privileges may be imposed, temporarily or permanently, by the College. Cases involving violations of statutory law will be turned over to the Office of Public Safety or to the appropriate authorities and may be subject to civil and/or criminal penalties.

### Dean's Honor List

After the completion of each fall and spring semester, outstanding scholastic achievement is recognized through the compilation of the Dean's Honor List. This Honor is noted on the student's permanent transcript of record.

To qualify, full-time students must have completed a minimum of 12 credits per semester in residence and have attained a 3.5 semester average or higher, with no grades of Withdrawal ("W"), Unofficial Withdrawal ("UW"), Failure ("F"), Unsatisfactory ("U"), Unofficial Withdrawal for Non-Credit Remedial Courses ("UU"), Never Attended ("NA") or Incomplete ("INC"). Further, it is important to note that students must be in good academic standing and that repeated courses will not be counted as credits attempted for the purpose of compiling the Dean's Honor List.

Part-time students are also eligible for the Dean's Honor List provided they attain a Grade Point Average (GPA) of 3.5 or greater, and are otherwise in good academic standing. The GPA for part-time students is calculated upon the completion of each 12 semester credits, without respect to the number of semesters the student has been in attendance. Eligibility for the Dean's Honor List is recalculated after each 12 additional credits attempted (12 credits, 24 credits, 36 credits, 48 credits, 60 credits). It is important to note that each 12 semester hour block of credits attempted may not include grades of withdrawal ("W"), Unofficial Withdrawal ("UW"), Failure ("F"), Unsatisfactory ("U"), Unofficial Withdrawal for Non-Credit Remedial Courses ("UU"), Never Attended ("NA") or Incomplete ("INC"). Repeated courses will not be counted as credits attempted for the purpose of compiling the Dean's Honor List.

### Degrees and Certificates Defined

The following descriptions of the three degree and certificate programs offered by the College are for comparative purposes only. In planning a program of study, students are to be guided by the academic programs presented in the Programs of Study section and select their courses in consultation with an advisor. View a list of Academic Programs by degree type.

#### Associate In Arts (AA)

This degree is primarily for transfer programs which lead to the Bachelor of Arts degree. The curriculum is composed largely of courses in the liberal arts and sciences.

#### Associate In Science (AS)

This degree may be used for certain occupationally-oriented curricula, but is primarily for transfer programs which lead to the Bachelor of Science degree. The curricula are composed largely of courses in their respective disciplines.

#### Associate In Applied Science (AAS)

This degree is primarily for occupationally oriented curricula, but may at times be appropriate as a transfer degree to certain types of specialized Baccalaureate programs.

#### Associate in Occupational Studies (AOS)

This degree is exclusively for occupationally oriented curricula.

#### Certificates

A Certificate is a credential registered by the State Education Department and issued by the College in recognition of the completion of a curriculum other than one leading to a degree. A Certificate program can be completed in a shorter time than the Associate degree program — sometimes in less than a year. Designed for those eager to enter the work force, Certificate programs at the College offer career preparation in several different areas. Another advantage of the Certificate program is that most of the credits earned may be applied to a related Associate degree program. Students attend the same classes as degree candidates and are graded on the same basis.

### General Education at Nassau Community College

General Education at NCC is a set of specified categories of courses that contribute to the development of an educated person: one who thinks clearly, communicates effectively, makes informed and thoughtful judgments, distinguishes among sets of values, displays an appreciation for learning, and applies knowledge to the understanding of the human experience.

At NCC, General Education is achieved by the completion of a distribution of courses designed to enable students to:

1. Read and listen effectively;
2. Speak and write clearly and persuasively;

3. Think critically and creatively;
4. Understand scientific methodology; reason quantitatively, and function in a technological environment;
5. Develop personal, social, and aesthetic values through an understanding of culture, nature, self and society;
6. Develop an understanding of and appreciation for behaviors that promote the good health of body and mind;
7. Develop literacy and appreciation in the visual and performing arts.

The selection of General Education courses depends on the curriculum requirements for a degree. These courses are grouped within the following categories and are designated in the Course Descriptions section of this catalog with the corresponding codes. The complete list of courses is available on campus at the Academic Advisement Center and on the Advisement Center website. Each course viewed on Banner Self-Serve is also individually coded. Only those courses on the approved lists will satisfy the Nassau Community College general education requirements.

Communication Arts [**COM**]  
 English Composition [**COMP**]  
 Fine and Performing Arts [**FAPA**]  
 Humanities [**HUM**]  
 Literature [**LIT**]  
 Mathematics [**MATH**]/Computer Science [**CMPS**]  
 Natural and Physical Sciences  
 Laboratory Science [**LSCI**]/Non-laboratory science [**NSCI**]  
 Physical Education [**PED**]  
 Social Science [**SBS**]  
 Culture and Diversity which include  
 Western Heritage [**WESH**]  
 Global Awareness and Non-Western Cultures [**GLNW**],  
 and Pluralism and Diversity [**PLDI**]

Interdisciplinary Courses: In recognition of the commonalities and interrelatedness among academic disciplines, general education categories contain several interdisciplinary course offerings that satisfy the requirements.

#### **Communication Arts:**

Communication Arts courses teach oral communication skills necessary to participate effectively in public and academic debates and discussions, prepare and present researched material, and formulate valid arguments, and prepare students for successful interpersonal interaction in the academic, social, and professional realms. These courses are designated with the code COM and may be selected from the courses of the Communications Department [COM 102, COM 103, COM 123, COM 202 only].

#### **English Composition:**

English Composition courses are designed to give students a critical awareness of written language. They enable students to produce clear, well-developed, well-organized grammatical writing and to interpret and analyze texts of various genres. These courses are designated with the code COMP and must be selected from the courses of the English Department [ENG 101, ENG 102, ENG 108, ENG 109 only].

#### **Fine and Performing Arts:**

Courses in Fine and Performing Arts develop aesthetic awareness by introducing students to the processes by which artists create, perform and/or evaluate works of art. They foster self-expression, understanding, and an appreciation of the arts within an historical, cultural, theoretical and critical context. These courses are designated with the code FAPA and may be selected from the courses in several departments as denoted in the Course Descriptions section of the catalog.

#### **Humanities:**

Humanities courses teach students to analyze and interpret texts, ideas, discourse systems, and the human values, traditions, and beliefs they reflect. These courses are designated with the code HUM and must be selected from the courses of the following departments: African American Studies [AFR 130, AFR 131, AFR 152, AFR 155, AFR 170, AFR 190, AFR 197 only], Art, Communications, English, Foreign Languages, Interdisciplinary Studies [MDC 102, MDC 130 only], Library, Music, Philosophy, Reading, Theatre/Dance.

#### **Literature:**

Literature courses focus on the study of written works produced or translated into English that embody the creative use of language for artistic or stylistic purposes. They express ideas of permanent or universal significance. These courses are designated with the code LIT and may be selected from the courses in several departments as denoted in the Course Descriptions section of the catalog.

#### **Mathematics:**

Courses that satisfy this requirement use mathematical or computer science models that employ numerical, verbal, graphical and analytical tools to strengthen quantitative skills and logical reasoning and enable students to address other disciplines. These courses are designated with the code MATH and must be selected from the courses of the Mathematics/Computer Science/Information Technology Department. One computer science course with the code CSC [CSC 104, CSC 120 or CSC 130 only] may be used to satisfy the second mathematics course requirement in specified degrees.

**Natural and Physical Sciences:**

Natural and Physical Science courses explore how phenomena are observed, understood and theoretically synthesized through study and the application of the scientific method. They provide students with an understanding of scientific terms, concepts, and theories as well as the ability to test hypotheses in the laboratory. Study in the sciences helps students develop scientific literacy necessary to understand an increasingly complex world. One non-laboratory science course may be used to satisfy the second science course requirement in specified degrees. These courses are designated with the code LSCI (laboratory science) or NSCI (non-laboratory science) and must be selected from the courses of the following departments: Biology, Chemistry, Engineering/Physics/Technology, Physical Sciences, General Science Studies, Multidisciplinary Science, Allied Health Sciences [AHS 131, AHS 132 only].

**Physical Education:**

Physical Education courses develop cardiovascular and neuro- muscular skill, strength, endurance, flexibility and fitness. They emphasize improved overall conditioning as well as skills in team, individual, and leisure activities. These courses are designated with the code PED and must be selected from the courses of the following departments: Health/Physical Education/Recreation, Theatre/Dance [DAN 126 only].

In all degree programs requiring physical education activities courses, full-time day students (12 credits or more in the day session) must take 1/2 credit of physical education activities for each full-time semester of attendance, to a maximum of 2 credits. The following are exempt from this requirement:

1. Veterans
2. Students over 25 at first date of attendance
3. Students over 30 at date of graduation.

**Social Science:**

Social Science courses investigate behavior in social contexts through analysis of the characteristics and structure of individuals, families, groups and institutions. They provide an understanding of the concepts, methods and models that social scientists use to explore social phenomena. History courses explore institutions and developments that have shaped human experience while providing a familiarity with the historical narrative. These courses are designated with the code SBS and must be selected from the courses of the following departments: African American Studies [AFR history classes and AFR 185 only], Economics/Finance, History/Political Science/Geography, Interdisciplinary Global Studies, Psychology, Sociology/ Anthropology/Social Work .

**Culture and Diversity:**

This includes the three subcategories of Western Heritage, Global Awareness and Non-Western Cultures, and Pluralism and Diversity. Appropriate courses in other categories may be used to satisfy requirements in any of these three subcategories.

**Western Heritage:**

Western Heritage courses reflect the distinctive characteristics of western heritage presented in a broad context. They acquaint students with the evolution of western culture and values and relate them to other regions and cultures. These courses are designated with the code WESH and may be selected from the courses in several departments as denoted in the Course Descriptions section of the catalog.

**Global Awareness and Non-Western Cultures:**

Courses in Global Awareness and Non-Western Cultures examine and foster an appreciation of cultural traditions other than European and North American. They enhance recognition of the diversity and similarities of the ways in which people in different cultural traditions perceive and experience their lives. These courses are designated with the code GLNW and may be selected from the courses in several departments as denoted in the Course Descriptions section of the catalog.

**Pluralism and Diversity:**

Courses in Pluralism and Diversity expand understanding of the various influences that shape perspectives, values, and identities. They explore social divisions such as gender, ethnicity and racial formations in a pluralistic nation and world. These courses are designated with the code PLDI and may be selected from the courses in several departments as denoted in the Course Descriptions section of the catalog.

**General Education for Bachelor's Degree at State University of New York (SUNY)**

Students considering or planning to transfer to a SUNY four year college or university to complete the bachelor's degree must select their general education courses to fulfill the Nassau Community College requirements for such courses as listed above, as well as the SUNY General Education Requirements (SUNY GER) listed below. In some cases a course satisfying the NCC requirement will also satisfy a similar SUNY requirement. These courses are grouped within the SUNY categories listed below and are designated in the Course Descriptions section of this catalog with the corresponding codes.

The fulfillment of at least seven of these categories is required to transfer to a SUNY four year college or university. The Helpful Tools section of the Academic Advisement Center webpage provides instructions on how to search in the MyNCC Portal for courses within the SUNY GER categories.

- Mathematics [GMAT]
- Natural Sciences [GLAB]
- Social Sciences [GSBS]
- Humanities [GHUM]
- Basic Communication [GBCM]
- Western Civilization [GWEH]
- Other World Civilizations [GOWC]

- American History [GAMH]
- Foreign Language [GFOL]
- The Arts [GART]

## Grade Grievance Policy

Students who believe that there has been a violation of a specific policy or procedure as stated in either the NCC Catalog or the grievated instructor's course syllabus that adversely affected their grade in a particular course may appeal their grade, if they do so before the appropriate deadline (see the section on deadlines below).

At each step of the process described below, a student must submit a detailed written argument explaining why his/her grade grievance should be upheld.

Grievances must be pursued in the following manner until satisfaction is obtained, a grievance is dismissed, or a decision is reached. The grievated instructor may initiate a grade change at any point in the procedure.

- **Step 1:** With the grievated instructor who issued the grade.
- **Step 2:** With the grievated instructor's department chairperson (and with any members of Department Personnel and Budget [P&B] Committee that the chair wishes to include).
- **Step 3:** With the grievated instructor's department chairperson and Academic Standing Committee Chair.

If the grievated instructor's department chair (or his/her designee in the case of recusal) and the Academic Standing Committee Chair (or the next ranking member of the Committee in the case of recusal), unanimously conclude that there is no evidence of a possible violation of a specific policy or procedure as stated in either the NCC Catalog or in the grievated instructor's course syllabus that adversely affected the student's grade in a particular course, then the grievance will be dismissed without a further hearing. The student will be informed of the final decision to dismiss the grade grievance. In all other cases, the department chair and the Academic Standing Committee Chair will form an Ad Hoc Committee to hear the student's grievance.

The Ad Hoc Committee will be a joint committee consisting of three (3) members from the concerned department's P&B Committee, three (3) faculty members from the Academic Standing Committee, and one (1) student representative from the Student Government Association. There will be co-chairs of the Ad Hoc Committee, one (1) member of the P&B Committee and one (1) member of the Academic Standing Committee. After a hearing, the Ad Hoc Committee will deliberate and vote on the student's grade grievance. A student's grade grievance will be upheld if two-thirds (2/3) of the P&B Committee members and two-thirds (2/3) faculty members from the Academic Standing Committee find in favor of the student. The Ad Hoc Committee will not re-evaluate a student's work in deciding a grade grievance. The student's grade can be adjusted only if there has been a violation of a specific policy or procedure as stated in either the NCC Catalog or the grievated instructor's own course syllabus that adversely affected a student's grade. In cases where the student's grade grievance has been upheld, then the P&B members of the Ad Hoc Committee (in consultation with the other members of the Ad Hoc Committee) will decide what grade to award the student, using the grievated faculty member's grading policy for that specific class, if at all possible.

The Ad Hoc Committee's decision will be binding.

### Civil Rights Violations

It is not the function of the Ad Hoc Committee to evaluate claims of civil rights violations. If the basis of a student's grade grievance is that their civil rights have been violated, the Ad Hoc Committee will not hear the grade grievance until the appropriate officials at NCC have investigated the student's allegation(s) and a finding has been offered through the College's official civil rights policy.

### Deadlines

For a grade received during the Fall semester or Winter Intersession, the student must file the grievance (Step 1) before the end of the fifth week of the following Spring semester. For a grade received during the Spring semester or Summer sessions, the student must file the grievance before the end of the fifth week of the following Fall semester. Grade grievance forms may be obtained in the Office of Academic Affairs, 361 Rice Circle, or at the various academic department main offices and by downloading the form at the link below. The grievated instructor and/or chair must hold the appropriate discussion or hearing within two (2) weeks after his/her receipt of such a grievance or the grievant is permitted to proceed to the next step in the policy. Failure by students to appeal a decision to the next step of the process within one (1) week of their receipt of the grade grievance shall terminate the grievance.

Download the Grade Grievance Form

### Instructor Absence

The Academic Standing Committee has established procedures for the conduct of a grade grievance in situations where the grievated instructor of record is unavailable or unreachable. Students are advised to consult the department chairperson for appropriate procedures in the event of such a circumstance.

## Grading System

Percentage Equivalent	Grade	Quality of Achievement	Quality Points
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90-100%	A	Excellent	4.0
85-89	B+		3.5
80-84	B	Very Good	3.0
75-79	C+		2.5
70-74	C	Average	2.0
65-69	D+		1.5
60-64	D	Minimum Passing	1.0
	F	Failure	0
	UW	Unofficial Withdrawal For Credit Courses	0
	INC	Incomplete	
	NA	Never Attended	
	NG	No-Grade Audit	
	S	Satisfactory	
	U	Unsatisfactory	
	UU	Unofficial Withdrawal For Non-Credit Courses	
	W	Withdrawal	

### Grade Point Average

In compiling a student's grade point average, the following factors must also be taken into consideration:

1. When transfer credit is awarded, the transfer grade is not computed in the grade point average.
2. If a student officially changes his/her program of study, an evaluation will be made by the new department chairperson to determine whether grades and credits in courses formerly required, but not required in the new curriculum, will be computed in the grade point average. If a student has attempted fewer than 40 credits at Nassau Community College, certain courses required in the former area and not required in the new area will not be calculated in the student's average or included as credit toward the student's degree.
3. When a student repeats a course, both the initial grade and the repeat grade appear on the transcript. However, only the last completion mark (A-F and UW but not including "W", "INC", "S", "U", "UU" or "NA") will be **included** in the **grade point** average.

### Incomplete Grades

Grades of Incomplete ("INC") may be assigned to those students who, for some valid reason, have not satisfied all academic requirements for the course but have a reasonable expectation of completing the required work. While a request for an incomplete grade should be initiated by the student, it is assigned at the discretion of the instructor. It is the student's responsibility to contact the instructor of the course to determine the nature of the work required to complete the course and thus remove the grade of Incomplete. A grade of Incomplete shall carry no immediate penalty, but grades of Incomplete not removed by the end of the following 15-week semester will automatically be changed to an "F." In extenuating circumstances, the instructor may petition the Vice President for Academic Affairs to extend the time for making up the Incomplete "INC" grade.

### Withdrawal Grades

Withdrawing from a course requires faculty approval. The policy is enforced as follows:

- During fall and spring terms, beginning the fourth week and up to the end of the ninth week of classes, the instructor's approval is required. The approval indicates that the student has met with the instructor and discussed the withdrawal. The instructor may not refuse approval. If the instructor is unavailable, the department chairperson may approve the withdrawal. After the ninth week of classes, the approval is at the discretion of the instructor.
- During the Summer and Mini-Sessions, time allowed for withdrawal varies as per refund rules for the sessions. Faculty approval is still required. See the Student Tuition Liability/Refund Policy.
- Approved requests will be awarded a grade of W (withdrawal) on the transcript. Students can request Class Withdrawals in their MyNCC portal account. W grades are not calculated in the grade point average, but can impact academic standing as described in the Academic Standing section of the catalog. Students who wish to withdraw from nine or more credits will require approval by the Student Personnel Services Office.

- In case of extenuating circumstance, such as a medical or personal emergency, a student should apply to the Office of the Dean of Students to request that the W grade not affect academic standing. That application should be made at the time of the withdrawal from the course(s). See the Dean of Students medical/personal withdrawal page for more details.

Prior to withdrawing from a course(s), students should consult with an advisor or a Student Personnel Services counselor and consider the impact of the W grades on their financial aid and health insurance eligibility.

### **Change of Grade**

Ordinarily, all letter grades are considered permanent ("INC" is not considered a letter grade). Changes of these grades will be made only upon the instructor's submission of clearly defined reason(s) or documentation which supports the justification for such an extraordinary change. "W" grades earned via the official withdrawal procedure will not be changed under any circumstances.

Changes of Incomplete ("INC") grades must be processed by the end of the next regular semester. All changes of grades (other than INC) must be processed within one year of the end of the semester involved unless demonstrated to be a result of clerical or computational error.

Changes of grade are initiated by the instructor issuing the appropriate Change of Grade form under the following conditions:

1. Documented computational or clerical error in recording the grade.
2. Removal of an Incomplete ("INC") upon satisfactory completion of course requirement(s), (an Incomplete must be completed by the end of the next regular semester or it will change to an "F").
3. Reassessment of student performance (subjective evaluation) subsequent to grade issuance.
4. Grade changes must be approved by the department chairperson before any official record adjustments can be made by the Office of the Registrar.

## **Graduation Procedures**

### **Graduation With Honors**

Honors graduates will be awarded degrees:

- Summa cum Laude (with the greatest praise) if the cumulative average is 3.9 or higher;
- Magna cum Laude (with great praise) if the cumulative average is 3.7 to 3.89; or
- Cum Laude (with praise) if the cumulative average is 3.5 to 3.69.

These honors will be inscribed on the diploma and noted on the official transcript of record.

### **Two-year Programs Often Take More Than Two Years**

The sample four-semester program sequences which are described in the "Programs of Study" section are designed for students who intend to devote their full time and energy to their studies. Many students, however, must work at full or part-time jobs while in attendance and others are in need of remedial course work not shown in the sequences. Therefore, many students spend more than two years at Nassau.

In fact, approximately half the students graduating from community colleges nationwide do not follow the traditional four-semester pattern. Many students elect to attend additional semesters in order to enhance those skills necessary for a successful college career. Students expecting to spend only two years at NCC should be aware of this trend. Often, students use the Summer Sessions to accelerate studies.

### **Certificate of Eligibility**

No student may graduate without eligibility duly certified by the Office of the Registrar. Prospective graduates must complete "Request for Graduation" forms available from the Registrar during their final semester. Deadlines must be strictly observed to provide the College with adequate lead time necessary to certify graduates, determine awards, and print degrees and certificates.

### **Second Degree or Certificate**

A second degree(or certificate) may be undertaken either concurrently or consecutively at Nassau Community College only when a significant amount of additional course work in a very different field is completed.

Further, each second degree candidate must complete at least 24 additional credits in the "different field" (of the 24, 15 must be taken at Nassau Community College). Additionally, each second degree must also contain the minimum of 33 credits "in residence."

Finally, each candidate seeking a second degree must obtain the prior written recommendation of the second degree chair- person (or program director) and prior approval of the Office of Academic Affairs on the appropriate form provided.

Ordinarily, students who pursue a degree shall not subsequently be granted a certificate in the same field. However, nothing shall prevent a student from subsequently pursuing a degree in the same field as the one in which he has undertaken studies for a certificate.

In cases where students have already completed a degree or certificate program and wish to pursue a new certificate, 12 credits must be taken in the new program (9 of the 12 must be taken at Nassau Community College). All candidates must comply with the College's "in residence" graduation requirement. (See section on Graduation.)

## Student Code of Conduct

### Preamble

The College is committed to providing an atmosphere in which students have freedom to learn and engage in the search for truth, knowledge, and reason in accordance with the standards set forth by the academic community. Conduct that adversely affects a student's responsible membership in the academic community shall result in appropriate disciplinary action.

### Statement of Policy

As an educational institution of higher education, Nassau Community College seeks to provide the best educational environment for its students, faculty, and staff. It is mindful that academic freedom is an essential element of college life. To carry out its goal the College requires each student to obey the rules and regulations established by the College set forth herein, as well as the rules and guidelines set out in the "Nassau Community College Return to Campus Guide for Students" relating to the COVID-19 pandemic, and all local, state, and federal laws. The College will not tolerate deliberate disruptive words, actions, violence or physical interference with the rights of any member of our College community or with any of the facilities of the College, or with any authorized functions being carried out on the College campus or at any college sponsored event. The College will also not tolerate any violations of established health-related rules and regulations which are put in place in order to safeguard the health of the College community and prevent the spread of infectious diseases including, but not limited to COVID-19. Therefore, in furthering the educational aims of the College and in compliance with the provisions of Article 129-A and 129-B of the Education Law of the State of New York, the following rules and regulations concerning conduct on the College campus or at any college sponsored event, the use of College property, the means of enforcement, and penalties for any violations thereof are hereby established.

Nothing contained herein shall be construed to limit or restrict freedom of speech or of peaceful assembly.

### Student Rights and Responsibilities

Students at Nassau Community College assume an obligation to conduct themselves in a manner compatible with the function of the College as an educational institution. Each student should be familiar with the College Catalog, which contains all rules and regulations of the College and is a binding contract with the student, as well as with the Return to Campus Guide for Students (the "Guide"). By enrolling at the College, students agree to abide by the Rules and Regulations of the Student Code of Conduct developed in part by the students of the institution and endorsed by the Academic Senate, the College administration, and the Board of Trustees.

### Fundamental Fairness Rights of Students Accused of Violating the Code of Conduct

1. To be afforded a fair and timely hearing, including the opportunity to challenge the impartiality of the hearing officer or committee members prior to the beginning of the hearing.
2. To have notice of the accusations.
3. To have the opportunity to present evidence, introduce witnesses, and to question witnesses and evidence presented.
4. To have adequate time to prepare and present a defense.
5. To receive in writing the disposition of the case and sanctions.
6. To appeal the findings and sanctions based upon procedures in this Code.
7. To be afforded confidentiality to the extent permitted by law.
8. To remain silent with no inference of guilt.
9. To submit a written impact statement to the Dean of Students or designee and/or Hearing Committee at the point when sanctions are being deliberated.
10. To waive any of these rights.

### Fundamental Fairness Rights of Alleged Victims

1. To be afforded the opportunity to challenge the impartiality of the hearing officer or committee members prior to the beginning of the hearing.
2. To have adequate time to prepare for hearings and interviews.
3. To have the opportunity present evidence, introduce witnesses, and to question witnesses and evidence presented.
4. To receive in writing specific information on the disposition of the case and sanctions.
5. To appeal the findings based upon procedures in this Code.
6. To be afforded confidentiality to the extent permitted by law.
7. To submit a written impact statement to the Dean of Students or designee, and/or to Hearing Committee at the point when sanctions are being deliberated.
8. To waive any of these rights.

### Section I: The Student Code of Conduct

The Student Code of Conduct as set forth below applies specifically to student behavior. Student rights are basic to the freedom to learn and must be based on mutual respect and responsibility. In addition, when a student enrolls at Nassau Community College, he/she agrees to abide by all College regulations. Therefore, violations of any section of the Code of Conduct shall result in appropriate disciplinary action.

- A. **Physical Violence.** Acts of physical violence will not be tolerated. A student who initiates physical violence against any member of the College community will face the harshest of penalties, including the likelihood of expulsion from the College and the possibility of a permanent notation of the violation on the student's College transcript.



- B. Criminal Violations.** A student who is convicted of violating a criminal law may be subject to summary suspension or expulsion from the College. Sexual violence, domestic violence and stalking with intent to sexually harass will be adjudicated under the College's Sexual Harassment and Sexual Violence Policy, which is enforced by the Office of Equity, Inclusion and Affirmative Action.
- C. Maintenance of Public Order.** The President of the College or his/her representative shall have the authority and responsibility to take whatever steps are necessary to carry out the mandate of the following rules and regulations in the interest and for the welfare of the College community and of the citizens of the County of Nassau. Violations of the following regulations, whether such violations are carried out individually or in concert, are extremely serious in nature. Such violations will constitute cause for immediate suspension and/or ejection from the campus and may also subject the violator to whatever penalties may be imposed by appropriate college and/or civil authorities. These violations may include:
1. Unauthorized occupation of College facilities or interference with their lawful use;
  2. Any act or threat that endangers any individual or that results in terrorizing or committing bodily harm or injury to anyone on campus or at any college function;
  3. Any act resulting in damage to College property or facilities or to the property of students or staff;
  4. Any act which results in disruption of College activities. This could include inciting others to riot, interfering with the right of any member of the College community to perform his or her duties, and preventing a student from attending any class in which he/she is enrolled;
  5. The possession or use of firearms of any nature, dangerous weapons, fireworks, or explosives on the campus;
  6. The illegal possession, use, or exchange of any illicit drug;
  7. The refusal to obey directives or orders of College personnel to cease and desist from any of the above acts.
- D. Infractions of the Code of Conduct.** Infractions of the Code of Conduct shall include, but are not limited to the following:
1. Stalking;  
"Stalking" is a pattern of repeated and unwanted attention, harassment, contact, or any other actions directed at a specific person that would cause a reasonable person to (1) fear for his or her safety or the safety of others, or (2) suffer substantial emotional distress. (All allegations of Stalking, which cannot be resolved informally will be resolved at the Dean of Students Hearing, as described in section B(2)(b), below.)
  2. Physical assault or abuse;
  3. Verbal assault or abuse;
  4. Written assault or abuse, including cyber-bullying via use of social media and/or other technologies;
  5. The possession or use of weapons of any nature, including instruments intended to be used to inflict harm, such as fireworks or explosives, on the campus, in class, or at any College function;
  6. Unauthorized or illegal use of College computers;
  7. Disruptive conduct in the classroom that interferes with instruction;
  8. Disorderly, lewd, indecent, or obscene conduct or expression;
  9. Any act of whatsoever nature that interferes with normal operation of the College or which adversely affects the student's suitability as a member of the College community, including acts which violate the rules and regulations laid out in the COVID-19-related Guide;
  10. Failure to comply with directions of College personnel acting in the performance of their duties, for example, refusal to show proper I.D. to College personnel when so requested;
  11. Theft of, or damage to College property or personal property belonging to any member of the College community;
  12. Unauthorized possession, use, and/or sale, or intent to possess, use, or sell of alcoholic beverages, narcotics, drugs, or drug paraphernalia, while on campus, or at any College function; or being present on campus or at a College function while under the influence of alcoholic beverages, narcotics or drugs;
  13. Gambling in any form;
  14. Plagiarism, cheating, or any form of academic dishonesty;
  15. Submitting a false application or other information to the College, and the forgery, alteration, or intentional misuse of College documents, records or identification;
  16. Violation of College policies concerning regulation of student clubs or organizations;
  17. Unauthorized use of a vehicle on the College campus;
  18. Failure to adhere to campus traffic regulations;
  19. Violation of County Ordinance 238-1984 Section 4, Subsection e, as amended by Ordinance 152-1993. (Advertising and Handbills; No person will distribute, display or post or cause to be distributed, displayed or posted, any sign, banner, poster or advertisement of commercial nature except as authorized by the appropriate designated County official or unless distributed, displayed or posted at such locations designated by the facility for such purpose.)
- E. Policy for Alcohol and/or Drug Use Amnesty in Sexual and Interpersonal Violence Cases.**  
The health and safety of every student at Nassau Community College is of utmost importance. The College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The College strongly encourages students to report incidents of domestic violence, dating violence, stalking, or sexual assault to institution officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to College officials or law enforcement will not be subject to the College's Code of Conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault.
- F. False & Frivolous Complaints**

1. The College recognizes that the question of whether a particular conduct constitutes a violation of the Student Code of Conduct requires factual determination. The College also recognizes that false accusations have serious effects on innocent persons. If it is determined that a person who has accused another of a violation has maliciously or recklessly made a false accusation, the accuser will be considered in violation of the Student Code of Conduct. It is important to note, however, that the fact that a complaint is not substantiated or is determined not to constitute a violation does not mean that the complaint was maliciously or recklessly made.
2. Student complaints are taken seriously; therefore, the complaint must be of a compelling, substantive, and verifiable nature. Repeated filings of the same complaint, filings of a frivolous nature, or capricious complaints will be considered abuse of the complaint process and the Student Code of Conduct and may be subject to disciplinary action. Complaints may be dismissed without further action if the Dean of Students office, in their discretion, determine the complaint is frivolous.

## **Section II: Procedures for Dealing with Infractions of the Student Code of Conduct**

The College will respond to violators of its Code of Conduct using the procedures listed below. At all stages of these proceedings, the College will proceed expeditiously. However, the time limits specified in the following sections may be extended due to extraordinary extenuating circumstances. For procedural issues not specified in this document, refer to Roberts Rules of Order. All records pertaining to charges and hearings are confidential to the extent allowed by law and shall be maintained as such. Throughout the proceedings the students' right to privacy shall be maintained to the extent allowed by law. Unless otherwise required by law, all information obtained during the course of the college judicial process will be protected from public release until the individual or group hearing the Appeal (as described in Section E of this Code) makes a final determination.

### **A. Filing of Charges**

1. Charges may be brought against a student by another student or by any college employee. Any charge, accusation or infraction of the Code, which may subject a student to disciplinary action, must ordinarily be submitted to the Assistant or Associate Dean of Students in writing within five (5) days of the alleged violation. However, prior to filing charges formally, any student, staff or faculty may informally consult with the Dean of Students regarding an alleged infraction of the Code of Conduct and procedures to be followed.
2. When informal (unwritten) charges are brought to the attention of the Dean of Students, the Dean will determine if formal charges are warranted. If formal (written) charges are not warranted, the Dean will attempt to negotiate a solution between the involved individuals without the imposition of sanctions.
3. When formal (written) charges are filed with or by the Dean of Students or designee, the Dean will notify the accused student(s), in writing, of the date and time of an initial interview with the Dean of Students or designee. This interview will take place no more than ten (10) business days (Mondays through Fridays when the College is open) following the filing of charges. The written notification will be mailed to the student's address of record by first class mail and/or by overnight, certified, return receipt requested mail. This written notification to the accused student(s) will include a copy of the Student Code of Conduct.
4. In cases of serious violations of the Code of Conduct, in which the Dean of Students determines that continued enrollment at the College is inconsistent with the safety of the College community, the Dean or his/her designee may impose immediate suspension pending final adjudication of the charges.
5. Prior to the interview date, the Dean of Students will gather relevant information concerning the charges from all appropriate sources.

### **B. Presentation of Charges**

1. At the initial interview the Assistant or Associate Dean of Students will inform the charged student of his/her rights and possible consequences of the alleged infractions against them, as authorized under the Student Code of Conduct. There shall be a thorough review of the charges with the charged student, including a review of statements from witnesses.
2. Based on the interview and all other information gathered, the Assistant or Associate Dean of Students will make one of the following determinations:\*

  - a. A resolution can be reached without the imposition of sanctions. In this case, the Assistant or Associate Dean of Students will attempt to reach a resolution satisfactory to all parties. If a resolution is not reached, the matter will be forwarded to the Dean of Students for adjudication as outlined in section (b), below.
  - b. Due to the nature of the alleged violation(s), the student charged could receive a sanction other than suspension or expulsion. In this case, the Assistant or Associate Dean of Students will inform the charged student, in writing, of the date and time of a hearing before the Dean of Students. This hearing will take place no more than fifteen (15) business days following the interview with the Assistant or Associate Dean of Students. The written notification will be mailed to the
  - c. student's address of record by first class mail and/or by overnight, certified, return receipt requested mail, as specified in more detail in Section D (1), below.
  - d. Due to the nature of the alleged violation(s), the student charged could receive a sanction of suspension or expulsion and possibly a permanent notation of the violation on the student or students' College transcript. In this case, the Dean of Students will inform the charged student, in writing, of the date and time of a hearing before the Code of Conduct Hearing Committee. This hearing will take place no more than fifteen (15) business days following the interview with the Dean of Students.
  - e. Due to the nature of the alleged violation(s), the student charged could receive a sanction of suspension or expulsion and the Dean of Students determines that the student(s) should be suspended pending final adjudication of the charges. Such a decision would be based on the Dean's determination that the accused student's continued attendance at the College is inconsistent with the safety of the College Community. In this case, the Dean of Students will suspend the student and will inform the charged student, in

writing, of the date and time of a hearing before the Code of Conduct Hearing Committee. This hearing will take place no more than five (5) days following the interview with the Assistant or Associate Dean of Students.

\*All allegations of Stalking, as defined in this Code of Conduct, regardless of the severity of the offense, in which a resolution without imposition of sanctions cannot be reached, will be resolved at the Dean of Students Hearing, as described in section II(d)(1), below.

### C. Code of Conduct Hearing Committee

#### 1. Jurisdiction and Procedures of the Committee

- a. The committee will consider those cases that could result in suspension or expulsion and possibly a permanent notation of the violation on the student's College transcript.
- b. The Committee shall not be bound by the strict rules of evidence and shall hear evidence that it deems appropriate and relevant.
- c. Decisions will be made based on the preponderance of the evidence presented.

#### 2. Membership of the Committee

- a. The Committee will consist of nine (9) members.
  - i. Three (3) students, drawn from the six (6) student members of the Academic Senate's Student Code of Conduct Committee. These student members are appointed by the President of the Student Government Association prior to the end of May of each academic year. Their term shall be one year, ending May 31st.
  - ii. Three (3) administrators, drawn from the six (6) administrative members of the Academic Senate's Student Code of Conduct Committee. These administrative members are appointed by the College President or his/her designee prior to the end of September of each academic year. Their term shall be one year. Administrators can be reappointed.
  - iii. Three (3) faculty members, drawn from the six (6) faculty members of the Academic Senate's Student Code of Conduct Committee. These faculty members are appointed by the Chair of the Academic Senate prior to the end of September of each academic year. Their term shall be two years.
- b. The Chair of the Code of Conduct Hearing Committee shall be the Chair of the Academic Senate's Student Code of Conduct Committee. In his/her absence, an Acting Chair will be elected by a simple majority of voting members present at the hearing. The Chair or Acting Chair will conduct the hearing and rule on questions of procedure.
- c. The Dean of Students, or his or her designee, will present the case.

#### 3. Procedural Requirements

- a. A quorum is required in order for the Code of Conduct Committee Hearing to be conducted. A quorum is achieved when five (5) members of the committee are present, with at least one member from each of the three constituent groups: students, administrators, and faculty members.
- b. Decisions will be made by a simple majority of voting members present at the hearing. If a simple majority vote cannot be secured, the case shall be forwarded to the Dean of Students for adjudication.

#### 4. Conflicts of Interest and Neutrality

- a. Any member who feels unable to approach a case in a spirit of neutrality may ask to be excused from hearing the case. The Chair or Acting Chair of the Committee will appoint alternates as required to meet a quorum.
- b. Any member whom the Committee feels cannot approach a case in a spirit of neutrality will be questioned on the matter by the Committee, and if neutrality is not established, that member will be asked by the Committee, on the basis of a simple majority of voting members present at the hearing, not to hear the case. The Chair or Acting Chair of the Committee will appoint alternates as required to meet a quorum.

### D. Adjudication of Charges

#### 1. Dean of Students Hearing; Charges that could result in sanctions OTHER than suspension or expulsion, as well as charges of Stalking, as defined under this Code of Conduct:

- a. As indicated above, the Dean of Students will hear cases that could result in sanctions other than suspension or expulsion. At the hearing, the Dean of Students will consider evidence presented by the accused student(s), the victim(s)/accuser(s), the Assistant or Associate Dean of Students, and any other witnesses whose testimony the Dean of Students determines to be relevant. The accused student will have the right, with prior notification to the Dean of Students, to bring his/her own witnesses to the hearing.
- b. Students have the option to appear via an approved video conferencing tool (i.e., Zoom) if unable to appear in person. Further, the College may hold the entire Dean of Students proceeding via an approved video conferencing tool, if required by circumstances.
- c. The following due process procedures will govern the Dean of Students' Hearing. Students shall receive:
  - i. a letter, mailed to the student's address of record by first class mail and/or overnight, certified, return receipt-requested mail, which shall include a written statement of the charges against them, as well as the date and time of the hearing. This letter will be mailed to the student within five (5) business days after the Dean receives the charges from the Assistant or Associate

- Dean. The hearing will be scheduled within fifteen (15) business days following the interview with the Assistant or Associate Dean of Students, as stated in Section B(2)(b), above;
- ii. opportunity to review records maintained by the Office of the Dean of Students which are relevant to the charges adjudicated at the Hearing;
  - iii. the opportunity to have an advisor present at the hearing in person or via an approved video conferencing tool, who may advise but not speak for the students, or otherwise participate in the proceedings;
  - iv. the opportunity to present his/her version of the facts, including documents and/or witnesses that may support his/her position;
  - v. the opportunity to respond to allegations, including by introducing documents and/or witnesses;
  - vi. the victim(s)/accuser(s) has the right, at his/her discretion, to remain in the hearing room during the proceedings, or attend the hearing via an approved video conferencing tool, if desired;
  - vii. the opportunity to make an impact statement during the point of the proceedings where the Dean of Students is deliberating on appropriate sanctions.
  - viii.a determination based on evidence presented at the hearing;
  - ix. all parties shall receive simultaneous written or electronic notification of the outcome of the college judicial process, including the sanctions. This notification will be sent within five (5) business days of the conclusion of the hearing.
  - x. students may choose whether to disclose or discuss the outcome of the College's judicial process.
- d. Following the Dean of Students Hearing, the Dean of Students may:
- i. negotiate a solution between the accused and the victim(s)/accuser(s);
  - ii. determine that no sanction should be imposed. The victim(s)/accuser(s) will have the right to appeal the Dean of Students' decision to the President of the College based on specific justifications for appeal listed in Section II(E) of this Code, ("Appeal of Disciplinary Decisions"). A request for an appeal must be presented to the President of the College within five (5) business days of receipt of the Dean of Students' decision;
  - iii. determine that some sanction(s) should be imposed. The student(s) receiving the sanction(s) will have the right to appeal the Dean of Students' decision to the President of the College based on specific justifications for appeal listed in Section II(E) of this Code, ("Appeal of Disciplinary Decisions"). A request for an appeal must be presented to the President of the College within five (5) business days of receipt of the Dean of Students' decision.
2. **Code of Conduct Committee Hearing:** Charges that could result in suspension or expulsion and possibly a permanent notation of the violation on the student's College transcript:
- a. As indicated above, the Code of Conduct Hearing Committee will hear cases that the Dean of Students believes could result in suspension or expulsion and possibly in a permanent notation of the violation on the student's College transcript. At the hearing, the Committee will consider evidence presented by the accused student(s), the victim(s)/accuser(s), the Dean of Students or designee, and any other witnesses whose testimony the Committee deems to be relevant. The accused student will have the right, with prior notification to the Dean of Students, to bring his/her own witnesses to the hearing. In its decision on sanctions, the Committee shall not be required to impose the sanctions of suspension and expulsion but may impose a lesser sanction if it is deemed appropriate.
  - b. Students have the option to appear via an approved video conferencing tool (i.e. Zoom) if unable to appear in person. Further, the College may hold the entire Code of Conduct Committee Hearing via an approved video conferencing tool, if required by circumstances.
  - c. The following due process procedures will govern the Code of Conduct Committee's hearing. Students shall receive:
    - i. a letter, mailed to the student's address of record by first class mail and/or overnight, certified, return receipt-requested mail, which shall include a written statement of the charges against them, as well as the date and time of the hearing. This letter will be mailed to the student within five (5) business days after the Code of Conduct Hearing Committee receives the charges from the Dean of Students or designee. The hearing will be scheduled within fifteen (15) business days following the interview with the Dean of Students office, as stated in Section B(2)(c), above;
    - ii. opportunity to review the records maintained by the Office of the Dean of Students which are relevant to the charges adjudicated at the Hearing;
    - iii. the opportunity to have an advisor present at the hearing (in person or via approved video conferencing tool), who may advise but not speak for the students, or otherwise participate in the hearing;
    - iv. the opportunity to present his/her version of the facts, including documents and/or witnesses that may support his/her position;
    - v. the opportunity to respond to allegations, including by introducing documents and/or witnesses;
    - vi. the victim(s)/accuser(s) has the right to remain in the hearing room during the proceedings, or attend the hearing via approved video conferencing tool, if desired;
    - vii. the opportunity to make an impact statement during the point of the proceedings where the Committee is deliberating on appropriate sanctions;
    - viii.a determination based on evidence presented at the hearing;
    - ix. all parties shall receive from the Dean of Students Office simultaneous written or electronic notification of the outcome of the college judicial process, including the sanctions. This notification will be sent within five (5) business days of the conclusion of the hearing.
    - x. students may choose whether to disclose or discuss the outcome of the college judicial process.
  - d. Following the Code of Conduct Committee Hearing, the Committee may:
    - i. determine that no sanction should be imposed. In this case, the Committee will notify the Dean of Students Office of its decision within 24 hours. The victim(s)/accuser(s) will have the right to appeal the Committee's decision to the Dean of

Students based on specific justifications for appeal listed in Section II(E), (“Appeal of Disciplinary Decisions”). A request for an appeal must be presented to the Dean of Students within five (5) business days of receipt of the Committee’s decision.

- ii. determine that a sanction should be imposed. In this case, the Committee will notify the Dean of Students Office of its decision within 24 hours. If the Committee believes that a permanent notation of the violation should appear on the student’s (or students’) transcript, the Committee will discuss this with the Dean before making a final determination. The student(s) receiving the sanction(s) will have the right to appeal the Committee’s decision to the Dean of Students based on specific justifications for appeal listed in Section II(E), (“Appeal of Disciplinary Decisions”). A request for an appeal must be presented to the Dean of Students within five (5) business days of receipt of the Code of Conduct Committee’s decision.

3. **Failure to Appear for the Hearing.** If a student fails to appear as scheduled at the Dean of Students Hearing or the Code of Conduct Committee Hearing, the student’s right to be heard is waived unless, within 48 hours, the student presents in writing an acceptable reason for failure to appear. In the case of an excused absence, the case will be adjudicated at the earliest possible date. If the absence is not excused, the Dean of Students or the Code of Conduct Hearing Committee, whichever is scheduled to hear the case, will decide the case on the basis of evidence presented.

4. **Record of Hearings.**

- a. The Dean of Students Office will maintain a record of all the Hearings held before the Dean of Students or the Code of Conduct Hearing Committee. Such records can be reviewed by the individual charged and by the victim(s)/accuser(s) in the Dean of Students’ office.
- b. Records of hearings shall be preserved and maintained for at least six (6) years from the end of the academic year during which such a hearing was held, and may include a transcript, recording or other appropriate record.

E. **Appeal of Disciplinary Decisions**

1. An appeal of a disciplinary action must be based on one or more of the following factors:
  - a. Inappropriate sanction, for example, extremely punitive, or not consistent with precedent;
  - b. Presence of new evidence that was not available during the initial hearing;
  - c. Failure by College officials to follow due process or failure to abide by the College’s judicial procedures.
2. The student must request the appeal in writing within five (5) business days of receipt of the decision. The request must include a justification for the appeal. The President of the College, the Dean of Students, or the Code of Conduct Committee, (depending on the type/severity of offense that is being appealed as described below), will decide if an appeal will be granted.
3. **Appeal of the Dean of Students Decision to the President:**
  - a. The accused or the accuser(s) may appeal a decision of the Dean of Students, with the exception of decisions concerning Stalking offenses, to the President of the College within five (5) business days after receiving written notification of the decision. Should the President determine that an appeal will not be heard, that decision will be final. The student(s), accused and victim(s)/accuser(s), will be notified in writing of such a decision within five (5) days of receipt of the appeal.
  - b. The Dean of Students will present to the President of the College a written record of the charges, pertinent correspondences, a summary transcript of the proceedings, and the Dean’s decision, and the respective justification(s) for the appeal.
  - c. The President shall have the authority to sustain, modify, or reverse the disciplinary action imposed by the Dean. The President shall convey his/her decision in writing to the student, and to the Dean of Students, within fifteen (15) days after receipt of the appeal. The decision of the President of the College shall be final.
4. **Appeal of the Code of Conduct Hearing Committee’s Decision:** The accused or the accuser(s) may appeal a decision of the Code of Conduct Committee’s Hearing to the Dean of Students within five (5) business days of receiving written notice of the decision. If an appeal is granted, it will be scheduled within five (5) business days of receipt of the appeal request. The Dean shall have the authority to sustain, modify, or reverse the disciplinary action imposed by the Committee. The Dean will notify the student(s) and the Committee of his/her decision, in writing, within five (5) business days of hearing the appeal. The Dean of Students’ decision in Appeals following Code of Conduct Committee’s Hearings shall be final.
5. **Appeal of the Dean of Students Decision in Stalking Offenses:**
  - a. The accused or the accuser(s) may appeal a decision following a Dean of Students Hearing, to the Code of Conduct Hearing Committee within five (5) business days after having received written notice of the decision. Request for an appeal must be made in writing to the Dean of Students Office. The Code of Conduct Hearing Committee will have ten (10) business days to grant or

deny a petition for appeal. The Code of Conduct Hearing Committee's decision to grant the petition for appeal shall be based on reasonable justification, which may include, but is not limited to:

- Inappropriate sanction, for example, extremely punitive, or not consistent with precedent;
  - Presence of new evidence that was not available during the initial hearing;
  - Failure by College officials to follow due process or failure to abide by the College's judicial procedures.
- b. If the Committee denies the petition for appeal, both parties will be notified of this determination.
  - c. Should the Committee determine that an appeal will not be heard, that decision will be final. The student(s), accused and victim(s)/accuser(s), will be notified in writing of such a decision within five (5) business days of receipt of the appeal.
  - d. If the Committee grants a petition for appeal proceedings, the Committee, through the Dean of Students' Office, will notify both parties of the time and date when the appeal will be heard. The Complainant and the Respondent may choose to have an advisor of their choice present during his or her appearance before the Committee.
  - e. The Committee shall:
    - i. Interview the Dean of Students, review the petition, review the Dean of Students' investigation reports, and may interview witnesses. Both parties have the right to submit a written statement to the Committee. All actions undertaken by the Committee shall be fair and impartial.
    - ii. The Committee may overturn the Dean of Students decision or do one of the following:
      1. Reduce the severity of the sanction
      2. Increase the severity of the sanction
      3. Uphold the Dean of Students decision
    - iii. The Committee has fifteen (15) business days after receipt of appeal to review the case and to render a written decision. If the deadline is not met, the Dean of Students' decision shall be final.
  - f. The Committee's decision concerning the Appeal shall be final and shall not be subject to any further applications for appeal.
- F. **Possible Disciplinary Sanctions.** The Dean of Students is responsible for implementing disciplinary action toward students judged by the Code of Conduct Hearing Committee or the Dean of Students to have violated the Code of Conduct. The extent of the disciplinary sanction will depend on the seriousness of the violation, the past record of the student, circumstances surrounding the violation, and past practices in similar situations. The Dean of Students' office will maintain records of all imposed sanctions. Disciplinary actions imposed shall be one or more of the following:
1. **Written Reprimand:** A written reprimand is a letter from the Dean of Students or his/her designee to a student found guilty of violating the Code of Conduct. The specific violation is to be defined in the letter with a stated rationale for its unacceptability. A copy will be maintained by the Dean of Students' Office.
  2. **Social Probation:** Non-academic probation may be imposed on a student who has been found guilty of violating the Code of Conduct. If a student becomes involved in any other problems of conduct while on social probation, he/she is eligible for suspension or expulsion from the College, based on a hearing before the Dean of Students or the Code of Conduct Hearing Committee. Notice of Social Probation notice is to be given to the student in writing by the Dean of Students with the terms of the probation and the rationale carefully detailed.
  3. **Restitution:** Any student found guilty of violating the Code of Conduct that has damaged College property or the property of his/her fellow student(s) may be required to rectify this action by making financial restitution to the parties involved or through appropriate service or material replacement. Failure to do so within a specified time period may result in further disciplinary action as determined by the Dean of Students.
  4. **Suspension:** Specific period of time in which a student is prohibited from enrolling at the institution. Ordinarily a student who is suspended will receive a "W" for all his/her courses. In compelling circumstances, the Committee reserves the right to allow a student's instructor to grant a grade. Suspension can be accompanied by additional requirements which the student must fulfill prior to re-enrollment.
  5. **Temporary Suspension:** A narrowly defined period of time, i.e., three days, two weeks, etc., in which the student will be prohibited from attending classes, including in-person, online, remote or hybrid classes, while further investigation of the alleged violation occurs.
    - i. Both the Complainant and the accused student may request that the College modify the terms of the Temporary Suspension or discontinue the Suspension. The Parties must submit the request in writing, to the Dean of Students, and must include evidence to support their request. The Dean of Students office will respond to such requests for modification within five (5) business days of receipt.
  6. **Expulsion:** The immediate removal of a student from the College, prohibiting future enrollment at the institution. Ordinarily a student who is expelled will receive a "W" for all his/her courses. In compelling circumstances, the Committee reserves the right to allow a student's instructor to grant a grade.
  7. **Permanent Transcript Notation:**
    - a. A permanent record of the student's violation will appear on the student's College transcript. This measure will normally be applied for students who have been found to have violated the Code of Conduct by intentional behavior that could lead to death or serious injury of another person. The College retains the right to determine additional serious violations that will result in permanent transcript notation.
    - b. For crimes of violence, including, but not limited to sexual violence, as defined under the Clery Act, the College shall make a notation on the transcript of students found responsible after a conduct process that they were "suspended after a finding of responsibility for a code of conduct violation" or "expelled after a finding of responsibility for a code of conduct violation." For the Respondent/accused student who withdraws from the institution while such conduct charges are pending, and declines to

complete the disciplinary process, the College shall make a notation on the transcript of such students that they “withdrew with conduct charges pending.”

c. **Policy for Requesting Removal of a Transcript Notation**

Students/former students who receive a transcript notation indicating a suspension, as described above, may file an Appeal and request that such a notation be removed from their transcript. Such Appeals may only be filed after one (1) year has passed after the notation initially appeared on the Transcript. The Appeal must be filed in writing, and directed either to the Dean of Students, or to the Title IX Coordinator’s Office, depending on which office adjudicated the initial conduct process. Requestor must list factors why they feel that the transcript notation should be removed, including any rehabilitative actions taken since the crime/incident was committed, and provide letters of character to support their Appeal. Dean of Students or Title IX Coordinator may choose to schedule a meeting with the requestor or may make a determination based on written submissions.

Transcript notations concerning expulsions shall not be removed.

8. **Persona Non-Grata:** This designation prohibits a student’s presence on campus without prior approval from Public Safety and the Office of the Dean of Students. Failure to adhere to the Persona Non-Grata will subject the student to Nassau County Police arrest. The “Persona Non-Grata” designation would apply to all students, including in-person, remote, hybrid or online-only students.
9. **Record Hold:** All academic, financial, and social transactions will be prohibited without the prior consent of the Office of the Dean of Students.
10. **Confiscation of Student Identification:** Students may be required to surrender their College identification.
11. **Other:** community service, counseling, mentoring, enrolling in a course focused on drug and alcohol consumption, and any other sanction deemed appropriate under the circumstances by the Dean of Students and/or the Student Code of Conduct Committee.

### Section III: Specific Policies and Procedures for Cases of Stalking of a Non-Sexual Nature.

1. In the event students are charged with Stalking, as defined in Section I(D)(1) of this Code of Conduct, determinations shall be made by the preponderance of the evidence standard (“more likely than not”).
2. All allegations of Stalking, regardless of the severity of the offense, in which a resolution without imposition of sanctions cannot be reached, will be resolved before the Dean of Students Hearing, as specified in Section II(B)(2)(b) of this Code.
3. **Interim Measures may be put in place for alleged Stalking offenses during the pending disciplinary process:**
  - **No Contact Order:** In allegations of Stalking, as defined in this Code of Conduct, the student filing Charges may request that a “No Contact Order” be issued to the accused student. While the No Contact Order is in effect, the accused student is prohibited from any intentional contact with the Complainant. And such contact will be a violation of the Code of Conduct and may subject the accused student to additional disciplinary measures.
    - Both the Complainant and the accused student may request that the College modify the terms of the No Contact Order or discontinue the Order. The Parties must submit the request in writing, to the Dean of Students, and must include evidence to support their request. The Dean of Students office will respond to such requests for modification within five (5) business days of receipt.
  - **Other Appropriate Interim Measures:** the student filing Charges may request and will be entitled to reasonable measures or accommodations in order to limit his/her contact with the accused student during the pending disciplinary process. Interim measures may include a change in academic, extracurricular, College employment or other arrangements to help ensure the safety of the Complainant.
    - Both the Complainant and the accused student may request that the College modify the terms of the Interim Measures or discontinue the measures. The Parties must submit the request in writing, to the Dean of Students, and must include evidence to support their request. The Dean of Students office will respond to such requests for modification within five (5) business days of receipt.
4. Appeals of the determination made at the Dean of Students Hearing shall be made to the Code of Conduct Hearing Committee, as specified in Section II(E)(5) of this Code, entitled “Appeal of Dean of Students Decision in Stalking Offenses.”

### Section IV: Rules and Regulations Regarding Initiation or Affiliation with Student Organizations

1. Nassau Community College recognizes that membership in a fraternity/sorority or other campus organization (hereinafter collectively referred to as an “Organization”) can be a meaningful experience in conjunction with other aspects of the educational process. Unfortunately, however, membership or prospective membership in an organization is sometimes accompanied by an activity commonly known as “hazing.” Hazing has been deemed as generally including, among other things:
  - Any action or situation which recklessly or intentionally endangers mental or physical health or involves the consumption of liquor, drugs, or other substances for the purpose of initiation into or affiliation with any organization;
  - Any other act or series of acts which cause bodily or physical harm or danger;
  - Mistreatment by playing stunts or practicing abusive or humiliating tricks that subject an individual to personal indignity, humiliation or ridicule;
  - Harassment by exacting unnecessary, disagreeable, difficult, or degrading work or harassment by ridicule, criticism, or public embarrassment.
2. Hazing is a violation of the Penal Law and other laws of the State of New York. Accordingly, the College affirms its policy that it will not condone hazing of any kind. To this end, any student or organization that engages in hazing may be ejected from the campus and, where appropriate, shall be subject to suspension, expulsion, or other disciplinary action.
  - In the case of an organization: the College may take any or all of the following actions against any organization which authorizes hazing or whose members (whether individual or in concert) engage in hazing: rescind permission for the organization to operate on

campus property; rescind recognition of the organization; freeze and/or rescind its budget; and prohibit the organization from using the College's name.

- In the case of a student: the student shall be requested to cease and desist from such prohibited conduct, and if he/she fails to do so, necessary and appropriate action will be taken to eject such student from College property, consistent with Section I of the Student Code of Conduct. In addition, disciplinary proceedings shall be commenced, pursuant to the Student Code of Conduct, against any student who engages in hazing. In accordance with those procedures, the penalties of suspension, expulsion, or other disciplinary action may be imposed.
  - Wherever, in the opinion of the President or his designee, the conduct of any individual or organization poses an imminent threat to the physical or emotional safety of himself/herself, to others or to the property, the President or his designee may immediately suspend such individual or organization from the campus pending an appropriate hearing and the final determination therein, consistent with Section II of the Student Code of Conduct.
  - In addition to the foregoing, the College reaffirms its right to utilize and seek the aid of public authorities and such judicial, civil, and criminal processes and proceedings as may, in the discretion of the College, be necessary and appropriate. Any penalty imposed by the College may be in addition to any penalty pursuant to the Penal Law or any other law to which a violator or organization may be subject.
3. The foregoing Rules and Regulations shall be deemed to be part of the bylaws of all College organizations.

*Rev. September 2020*

## Student Rights & Responsibilities

The following policy, to which the College subscribes, is based on "Joint Statement of Rights and Freedoms of Students" sponsored by the American Association of University Professors:

1. A student has the right to receive a written copy or to access an electronic copy of the course syllabus by the second class meeting. The syllabus shall include information about the course policies, the content of the course, and the criteria with the weighting to be used in the academic evaluation of his/her performance. The grading system described in the College catalog will be followed. Students not present at the first or second class meeting are responsible for requesting the syllabus.
2. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.
3. A student has the right to receive a grade based upon a fair and just academic evaluation of his/her performance in a course, as measured by the standards set by his/her instructor in the course syllabus. Such criteria as race, religion color, national origin, sex, appearance, political affiliation or activities are irrelevant to grading. At the same time, the student responsible for maintaining standards of academic performance established for each course in which he/she is enrolled, and for following the student Code of Conduct as outlined in the College catalog.
4. Information about a student's views, beliefs and political associations which professors acquire in the course of their work as instructors, advisors, and counselors should be considered confidential. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge or consent of the student

### Alert for Student Success

Success in college means balancing work and study time effectively. College study does not end with class time. For each 1 hour of class, you will need to plan at least 2 hours for study/learning. Research shows that working 15 or more hours per week makes it difficult to successfully complete courses.

When planning your schedule, carefully consider how you will balance course load and work schedule. To obtain help with budgeting time effectively, visit or call the Educational Counseling Office in Room 19, Nassau Hall. Call 516.572.7141 for an appointment.

### Classroom Expectations

You and your instructor both have responsibilities relative to the course. Your instructor's responsibility is to give you a syllabus and to organize assignments and classroom activities to assist you in learning the material and achieving the course objectives. As the course unfolds, you have responsibilities to fulfill in order to complete the course successfully.

#### You are expected to:

Attend all class sessions and to be punctual. (You are responsible for all work covered whenever you are absent.); Read, understand and follow instructions given in the course syllabus; Complete reading and writing assignments; take notes during class; when asked to do so, work collaboratively with other students; submit assignments on time; complete your work without cheating or committing plagiarism. Participate actively in class; evaluate your own progress continuously; meet with your instructor during assigned office hours; exhibit proper behavior in the classroom (see policy statement on classroom management).

### Discrimination and Harassment is Unlawful



Nassau Community College is a broadly diversified institution, committed to recognizing diversity and pluralism of values and beliefs on campus. The College is committed toward ensuring that all students are given equal opportunity to participate in its educational programs, and all qualified employees are appointed and promoted without regard to their race, national origin, ethnic background, gender, sexual orientation, religion, disability, age, veteran status, or marital status. The College is also dedicated toward maintaining an environment where dignity and worth of all members of the institutional community are respected. To that end, the College considers sexual harassment of students or employees to be unacceptable conduct which will not be tolerated. The College also condemns bias and all other acts of bigotry, discrimination, harassment and violence.

The College's Office of Affirmative Action and Diversity is dedicated toward ensuring that the College is in compliance with all federal and state laws and regulations that prohibit discrimination and encourage equal opportunity and treatment, including, but not limited to: Title VII of the Civil Rights Act of 1964; Title IX of Educational Amendments of 1972; Age Discrimination Act in Employment of 1967; Americans with Disabilities Act; Americans with Disabilities Act Amendments of 2008; Section 504 of the Rehabilitation Act of 1973, and the New York State Human Rights Law. The Affirmative Action Office also ensures that the College community is in compliance with its internal policies on Sexual Harassment, Bias and Discrimination, as well as the Complaint Procedures for Review of Allegations of Discrimination/Harassment (all of which are available on the College website, as well as at the Affirmative Action Office), and conducts investigations into allegations of sexual harassment, bias and discrimination brought by members of the College community.

Any questions concerning the College's policies on sexual harassment, bias and discrimination, as well as any allegations of noncompliance should be directed to:

**Affirmative Action Officer**  
**818 Administrative Tower**  
**Nassau Community College**  
**One Education Drive**  
**Garden City, NY 11530-6793**  
**516.572-7121 or 516.572.7747**

## **FERPA (The Family Educational Rights and Privacy Act)**

### **Nassau Community College**

#### **CONFIDENTIALITY OF STUDENT RECORDS**

##### **Notification of Rights under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords students attending post-secondary institutions certain rights with respect to their education records. An "Education Record" is defined as a record that is directly related to a student and is maintained by Nassau Community College. FERPA rights include:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.
  - A student should submit a written request to the Office of the Registrar that identifies the record(s) the student wishes to inspect. A College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the particular records are not maintained by the Office of the Registrar, the College official responding to the request shall advise the student of the correct Department and individual within the College to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
  - A student who wishes to ask the College to amend a record should write to the College official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.
  - If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and of the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when the student is notified of the right to a hearing.
3. The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent, as described below. Nassau Community College will not disclose information from a student's education record without the student's written consent, except in the following situations:
  - The College discloses education records without a student's prior written consent to school officials with legitimate educational interests.
    - A "school official" is a person employed by the College in an administrative, supervisory, academic, or support staff position (including Public Safety personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); a person

serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

- A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College.
  - Upon request, the College also discloses education records without the student's consent to officials of another school in which a student seeks or intends to enroll, as long as the disclosure is for the purposes related to the student's transfer or enrollment in such institution.
  - Disclosure to authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Department of Education, state/local educational authorities, organizations conducting studies for or on behalf of the College, and accrediting organizations. Disclosures under this provision may be made in connection with an audit or evaluation of Federal or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements related to those programs. These entities may make further disclosures of Personally Identifiable Information to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf.
  - Disclosure is in connection with a student's application for, and receipt of, financial aid, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of such aid.
  - Disclosure is to comply with a judicial order or lawfully issued subpoena.
  - Disclosure is to parents of dependent students, as defined by the Internal Revenue Code of 1986, Section 152. (While FERPA permits disclosure of records to parents of dependent students without student consent, it does not require such disclosure. The parent must provide a copy of their most recent federal income tax return establishing the student's dependency. Full rights under the Act shall be given to either parent, unless the College has been provided with evidence that there is a court order, or other legally binding document relating to such matters as divorce, separation or custody that specifically revokes those rights.)
  - Disclosure is to appropriate parties in the event of a health or safety emergency.
  - Disclosure of information the College has designated as "Directory information", as more particularly described below.
  - Disclosure is to a victim of a crime of violence or a non-forcible sex offense, when such disclosure is of the final results of any disciplinary proceedings conducted by the College against the alleged perpetrator of such crime or offense.
  - Disclosure to the general public of the final results of a disciplinary proceeding, if the College determines that the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the College's Code of Conduct with respect to the allegation made against him or her.
  - Disclosure is to the student's parent about the student's violation of any Federal, State or local law, or any policy of the College which governs the use and possession of drugs or alcohol, but only if the student is under 21 years of age.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

Additional information about the Family Educational Rights and Privacy Act may be obtained on the United States Department of Education website: <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

## DIRECTORY INFORMATION

FERPA requires that the College, with the exceptions outlined above, obtain a student's written consent prior to disclosing to a third party any **personally identifiable information about that student**. However, the College may disclose information designated as "directory information" without prior written consent of the student. Directory information is generally considered information that is not harmful or an invasion of privacy if released.

Nassau Community College has designated the following items as **directory information**:

- a student's name,
- student's ID number ("N Number")
- mailing address,
- major field of study,
- enrollment status (full-time/part-time),
- dates of attendance,
- degrees being pursued, participation in College sports and/or activities,
- photographs,
- weight and height of members of athletic teams, and
- degrees, honors and awards received.

The main purpose of designating the above information as "directory" is to permit the College to include this information in certain publications, such as: listing your name on the graduation program, submitting your awards and accomplishments for publication in a local newspaper, or printing your name in a playbill should you participate in a theater production on campus. The College does not release any directory information to commercial entities seeking to conduct solicitations or fund-raising activities.

Nassau Community College honors its duty to protect the confidentiality of student records. However, the College may disclose a student's "directory information" without obtaining student's written consent, **unless** the student has submitted a written "opt out" request, to the Office of the Registrar not to release any directory information pertaining to them. The opt-out form will be available in the Office of the Registrar and may be filled out any time. Please note that submitting an "opt-out" request will not prevent the College from requiring students to display or disclose their ID card with their N number printed on it when engaging in College-related activities and transactions.

**NEGATIVE CONSEQUENCES OF OPTING OUT:** Students who choose to restrict access to their Directory Information should be aware that doing so may result in unintended negative consequences. For example, organizations such as potential employers, scholarship agencies, members of the press, loan agencies, educational organizations and others will not be given access to the student's directory information, and will not be able to contact the student. Opting out of directory information classification may mean that you will miss out on valuable employment, educational, cultural and other opportunities.

## Student Policy for a Drug-Free Campus

Nassau Community College is committed to a proactive preventative approach in assuring the campus is free of alcohol and substance abuse. The College operates in compliance with the Drug-Free Workplace Act of 1988 (P.L. 100-690) and the Drug-Free Schools and Communities Act Amendments (P.L. 101-226). To maintain an atmosphere conducive to fulfilling this mission, the policy for a drug-free campus states:

"The College expressly prohibits the unlawful use, possession, manufacture, distribution, or dispensation of controlled substances, which includes alcohol, in all Nassau Community College facilities or while attending or conducting college business off campus.

No alcohol is permitted on campus without express permission of the President or his designee. Consumption of alcohol is not permitted on campus by anyone under the age of 21. Compliance with the provisions of the College's drug and alcohol policies is a condition of attendance at the College. Violations of any rule of the Student Code of Conduct, Section I, shall result in appropriate disciplinary action. Infractions of the Code include the following:

Attendance in class or at any College function under the influence of alcoholic beverages, of narcotics and drugs or unauthorized possession, and/or sales of alcoholic beverages, narcotics or drugs on the College campus.

## SUNY Admission Policy

### Nassau Community College Policy for the Admission of Persons with Disciplinary Dismissals

Nassau Community College is committed to providing an opportunity for all qualified applicants to receive a quality education. Applicants who have been dismissed from another academic institution for disciplinary reasons may be accepted to study at Nassau Community College, providing the applicant is able to successfully satisfy the evaluation process. Applications will be reviewed by the College Admissions Review Committee. The Committee will request that the applicant provide the specifics of the disciplinary dismissal, such as background, charges filed, and date(s) of occurrence. Appropriate releases may have to be executed by the applicant for receipt of educational disciplinary records. The Committee may also require a personal interview to clarify or verify the information received.

Upon reviewing the information, the Committee will determine whether the student may be admitted to the College, whether certain conditions of admissibility will be imposed (i.e., major selection, course scheduling, involvement in activities), or whether admission will be denied. NCC reserves the right to deny an applicant's request for admission to the College or to a selected program at the College if the applicant's disciplinary record would prevent the applicant from successfully completing or obtaining a required license and/or certification associated with the program, or would involve an unreasonable risk to persons or property, or to the welfare of the campus community.

Failure to disclose any disciplinary dismissals, falsification of data, or intentional misrepresentation within any area of the application process, may result in denial of admission, disciplinary action, or the immediate dismissal of any student found to be culpable.

### Procedures for the Admission of Persons with any Disciplinary Dismissals

1. Complete the appropriate admissions application. Include copies of all required academic information needed for the type of admission being sought.
2. Complete a *Request for the Admissions Review Committee form* (available in the Office of Admissions) and submit completed form to the Office of Admission at least 30 days prior to the start of the semester. All areas of the form must be completed. These include:
  - a. Date(s) and location(s) of offense(s)
  - b. Summary of disciplinary actions, including any special provisions
3. The Admissions Review Committee will convene to review all materials pertaining to the applicant's admission. The Committee will have access to and will consider all available information specified above, including the applicant's past academic record(s). All pertinent information will be reviewed.
  - a. The Admissions Review Committee will consist of the following individuals:
    - i. The Dean of Admissions or his/her designee, who will chair and convene the committee,
    - ii. The Director of Public Safety or his/her designee, and
    - iii. The Dean of Students or his/her designee
4. The Admissions Review Committee submits its recommendation for review to the Vice President of Academic Student Services, or his/her designee. If the VP or designee concurs with recommendation, the student is notified of the decision. If the VP or designee requires additional documentation or review, he/she may return the application to the Admissions Review Committee for follow up.
5. Applicants who have been dismissed due to a disciplinary action, who meet the NCC admission qualifications, may be accepted with certain conditions that will be determined on a case-by-case basis.

6. If the review process finds that applicant's admission to NCC would involve unreasonable risk to property, or the safety or welfare of the campus community, the applicant will be informed that admission has been denied.

## Administration of Naloxone (Narcan)

1. Rates of death from drug intoxication or a drug overdose have risen dramatically in the United States. Opioid overdose kills thousands of Americans every year. College students are a high-risk population for drug misuse and combination drug use. Opioids are present in the majority of drug overdoses. Opioids cause death by inducing fatal respiratory depression which can easily be reversed by administering an opioid such as naloxone. Naloxone is an opioid antagonist (blocker) which rapidly counteracts the effects of opioids and has saved countless lives. Naloxone is not a controlled substance.
2. The utilization and administration of naloxone by trained College employees has a goal of reducing campus fatalities from opioid-related overdoses and exposures.
3. Overdose response training is required for College employees who may be called upon to serve as overdose responders in order to ensure that they can identify common symptoms of an opioid overdose and administer Narcan nasal spray. Narcan will be administered by a trained NCC Public Safety Officer or by NCC Nursing staff when there is reasonable belief that a person is suffering from an opioid overdose.
4. The College shall develop procedures for administration of Narcan, which will be updated as needed in order to ensure that all current guidelines and health and safety practices are adhered to.

## Admissions Information

Students interested in attending Nassau Community College should consult the College website for up-to-date information and program requirements.

### DEGREE-SEEKING STUDENTS

#### New Students

Students who wish to earn a degree or certificate at NCC should apply for matriculated status by completing the College's application for admission and providing all required documentation by the admissions completion deadline. An application fee will be charged. Acceptance as a matriculated student in a particular program indicates that the student has met all admissions requirements to be a degree or certificate candidate in that program. Normally, matriculated students attend on a full-time basis (12-17 credits per semester) although students should decide the academic load they are able to carry. It is important to note that matriculated status is required in order to receive federal and state financial assistance.

All degree or certificate candidates must possess a state-endorsed high school diploma or a high school equivalency certificate. There are limited options for non-high school graduates; refer to the section entitled Enrollment Options for Non-High School Graduates. Local school diplomas, such as CDOS, as I.E.P. and annotated diplomas, school leaving certificates, and certificates of attendance are not valid for admission unless the school certifies that the applicant has met all diploma requirements (including successful completion of Regents Competency Testing or any other requirements) mandated by the State Education Department of New York.

All students who have graduated from an approved high school or received a high school equivalency (HSE) will be offered acceptance to an appropriate program of study. However, some programs have specific requirements. The applicant's high school record and, in the case of a transfer student, college record(s) are the most important factors for admission to selective programs such as Nursing and the Allied Health Sciences. The results of the Scholastic Aptitude (SAT) and American College Test (ACT) are not required but can be helpful in making a positive admission decision when the student does not meet specific program criteria. SAT, ACT or New York State Regents English and Algebra 1 math Regents scores may also be used to waive one or more parts of the College's placement test. Students are encouraged to submit test scores as part of the application process.

The Office of Admissions, in conjunction with several academic departments, holds informational workshops and/or individual sessions with prospective students to ensure that students are aware of prerequisites for admission to selective programs.

Information on criteria for admission to specific areas of study is found in the "Programs & Admissions Requirements" chart that is included with the paper application for admission and which can be viewed on the same college web page as the application for admission.

Because of the limited number of seats available in classrooms and laboratories, the College reserves the right to limit matriculation into specific departments.

Applicants with international credentials and international applicants who require a Student (F-1) Visa must submit additional application materials and must review our latest requirements online.

Students are encouraged to complete an application found online. For questions regarding the application process contact the Office of Admissions, Nassau Community College, One Education Drive, Garden City, NY 11530-6793, or by calling 516.572.7345, or via email at [admissions@ncc.edu](mailto:admissions@ncc.edu).

### JOINT ADMISSIONS WITH FOUR-YEAR COLLEGES

Applicants who plan to continue their education at a four-year college after graduation may be better prepared for acceptance by taking advantage of Nassau's joint admissions options. Joint admissions agreements currently exist with SUNY-Stony Brook, SUNY-Old Westbury, SUNY-Albany, SUNY Farmingdale, Hofstra, Adelphi University, NYIT, L.I.U. Post, and St. John's University.

Students can apply for joint admissions at the time that they apply for admission. Joint admission applicants are usually contacted by the senior institution. Acceptance to the senior institution is conditional upon receipt of the Nassau Community College transcript and may require a particular grade point average and/or additional course work to satisfy the senior college's entrance and/or graduation requirements. Students are strongly encouraged to contact the senior college of their choice for further information on the joint admissions opportunities.

**Transfer Students:**

For admission with advanced standing from a regionally accredited college(s), students must submit an official copy of their high school credentials and official college records to the Office of Admissions. All academic records should be mailed to: Office of Admissions, Nassau Community College, One Education Drive, Garden City, NY 11530-6793. It is the student's responsibility to make sure the College receives all official transcripts by appropriate admission completion deadline dates.

**Transfer Policy and Procedure:**

The Office of Admissions will provide an evaluation of transfer credit for degree-seeking students when an official college transcript(s) is submitted as part of the required admissions process once your application is complete.

Note, transcripts from all colleges/universities attended, as well as college level courses taken during high school, Advanced Placement (AP), International Baccalaureate (IB) and CLEP official scores and any other college level examination for which transfer credit is expected, must be submitted individually.

Late submission of transcripts can affect your transfer credit evaluation and your schedule for the term, as well as financial aid eligibility. Transcripts from colleges/universities not disclosed during the admissions application process can jeopardize your admissions decision as well as your degree program acceptance. Once a student is in attendance, the Office of the Registrar oversees the maintenance of all academic records and will assist in the evaluation of transfer credits or re-evaluation.

**Transferring Credits**

Only equivalent courses with a grade of "C" or higher will be accepted from other regionally accredited postsecondary institutions. Credits from institutions other than regionally accredited schools will be reviewed and may be evaluated for transfer credit on a case-by-case basis. Official, sealed transcript(s) are required for evaluation. Students must complete a minimum of 33 residential credits at NCC within a degree program or 15 credits within a certificate program (certain academic departments at NCC may limit the number of credits transferred into their academic program). Transfer courses above the 31 credits will be initially excluded. Courses completed on a trimester or quarterly basis will be converted to semester hour credits. It is recommended that a student requests a re-evaluation of their transfer credits if they change their program of study while in attendance. Students must submit a Change of Program request in order to update their major.

Opportunities are available to students through a policy of credit allowance for "life experience" and "credit by examination." Placement into courses or credit may be granted as is approved by the College based on one or more of the following methods:

1. Departmental criteria (including written examinations, interviews, evaluation of past work or study, auditions, etc.);
2. College Level Examination Program (CLEP);
3. College Proficiency Examination (CPE);
4. Advanced Placement tests (AP);
5. International Baccalaureate (IB) exams;
6. United States Armed Forces Institute Examinations (USAFI/DANTES). The departments awarding credit for advanced standing and/or "life experience" are Accounting/Business Administration, Administrative Business Technology, Allied Health, Art, Biology, Criminal Justice, Engineering/Physics/ Technology, Health/Physical Education/Recreation, Hospitality Business, Marketing/Retailing, Mathematics/Computer Science, Music, Nursing, Physical Science, Psychology, Sociology, and Theatre/Dance. Students interested in advanced standing and/or "life experience" credit should contact the appropriate department;
7. Non-traditional training or online programs based on the American Council on Education's recommendations.

If you do not agree with your transfer credit evaluation, please contact the Office of Admissions before the start of classes or if classes have started contact the Office of the Registrar. All requests must be made prior to the conclusion of the NCC Add/Drop period of the semester for which you were admitted.

**Note:** Transfer credit from previous institutions will not compute in the grade point average at Nassau Community College. Students must submit official high school and college records to the Office of Admissions (One Education Drive, Garden City, N.Y. 11530-6793). It is the student's responsibility to make sure the college receives all official transcripts by appropriate admission deadline dates.

**Service Members Opportunity College (SOC)**

NCC offers active-duty military personnel evaluation of transfer credit. Students must submit military based training transcripts prior to enrollment for review of transfer credit. For further information, contact the Office of the Registrar.

**Returning Students**

Returning degree-seeking students who have attended another college after leaving NCC must reapply online at [ww.ncc.edu/apply](http://ww.ncc.edu/apply). After acceptance the Office of Admissions will conduct a transfer credit evaluation. Students who were academically dismissed and want to return should review the Academic Standing section of this catalog for information on how to be re-admitted or visit the Dean of Students website.

**RE-ADMISSION**

## Returning Students:

1. Students in good academic standing who have previously attended Nassau Community College, and have not enrolled at the College in four (4) consecutive semesters (including fall, winterim, spring, or summer semesters) are considered to be returning students for the purposes of registration. Such students must be readmitted. Returning students who have not attended another college may go directly to the Office of the Registrar for re-admission. Returning students who have attended another college after leaving NCC must reapply through the Office of Admissions, in order for their transfer courses to be evaluated. Students who were dismissed and want to return should review the Academic Standing section of this catalog for information on how to be re-admitted.
2. Returning students requesting a new area of study must request their new program on their admissions application and be reviewed by the Admissions/Registrar Office. Students who were once enrolled in high-demand programs, such as Nursing or one of the Allied Health Science programs, may not be permitted to re-enroll in these departments if seats are not available.
3. Returning students interested in re-entering any of these high-demand programs should contact the appropriate academic department. If readmission to the program is not possible, students will have to select another program of study, if they wish to enroll as degree-seeking students with matriculated status.
4. Returning students who have been out of attendance for more than seven (7) years will be required to re-submit all necessary documentation to be considered for readmission. Documentation shall include, any high schools and college transcripts, recommendations, test scores and any other documents required for consideration of matriculation.

**COURSE CATALOG FOR ADMISSION**

Students may graduate under the official catalog in effect at the time they first started at the College, provided the program of study has not been revised or discontinued and five (5) years have not elapsed since it was revised or discontinued. If five (5) years have elapsed, students must meet the current requirements of the program to graduate.

**NON-DEGREE SEEKING STUDENTS**

Students who do not intend to pursue a degree or certificate at Nassau, but plan to take courses for personal enrichment or professional growth, should apply as non-degree students. Non-degree students are not required to take the College's skills placement test unless the course(s) they wish to take require minimum scores on these tests. In particular, they will be prohibited from enrolling in any credit-bearing English, reading or mathematics courses until placement test results are available. Certain exemptions are granted, as noted in the following section on Placement Tests.

Non-degree students are not eligible for state and federal financial aid programs. Additionally, non-degree students may be restricted from taking certain courses due to pre-requisites. Students in attendance who wish to change from non-degree to degree-seeking (i.e. matriculated status) must contact the Office of the Registrar. Additional requirements may have to be completed before matriculation can occur. Students should review the Degree-Seeking Student section of this catalog for matriculation requirements.

**Visiting Students:**

Students who are matriculated at another institution may, with the permission of their home institution, study at Nassau Community College for up to two consecutive semesters, while still maintaining matriculated status at their home college. For information and a Visiting Student application, visit us online or contact the Office of the Registrar.

**ENROLLMENT OPTIONS FOR NON-HIGH SCHOOL GRADUATES****Early Admission**

The College enables some high school students who have completed their junior year to enroll as full-time freshmen. Arrangements can be made with the high school so that successful completion of the freshman year of college entitles these students to a high school diploma. Students applying for early admission normally must meet the following minimum requirements:

1. completion of the junior year (11th grade) of high school;
2. completion of at least 16 academic units of college-prep courses in high school;
3. standardized test scores which give strong evidence of intellectual ability to do college work;
4. sufficient emotional maturity to cope with and benefit from an early college experience, as evidenced in an interview with an admissions counselor;
5. permission of the high school counselor or principal.

Applicants for the Early Admission option must complete the College's admission application. Students are also required to arrange an appointment with an admissions counselor. The following items are needed at the time of the interview:

1. a brief statement of the intended purpose of early study;
2. recommendation of a counselor or principal, including a list of specific courses that the student must complete at the College to qualify for a high school diploma (if applicable);
3. a transcript of high school courses completed and in progress;
4. all available standardized test results;
5. additional items may be requested.

**High School Enrichment**

The College allows some high school juniors and seniors to enroll in College courses (maximum of three courses per semester) during the regular academic year, while continuing to attend high school. Students applying for this enrichment option are expected to meet the following minimum requirements:

1. completion of the sophomore year (10th grade) of high school;
2. evidence of sufficient emotional maturity to cope with and benefit from an early college experience as evidenced in an interview with an admissions counselor;
3. acceptable general academic achievement in high school;
4. permission of high school counselor, assistant principal or principal. This approval serves as endorsement that the student meets course(s) pre-requisite(s) and hence he/she will be waived from taking the NCC placement exam(s).

**Honors Connection**

High school juniors and seniors who elect the High School Enrichment Option and who have consistently excelled in high school can take a class in the Honors sequence at the College. To qualify, students must have a 90 percent average in academic subjects and a minimum score of 1500 on the PSAT or SAT exam (500 minimum on each of the critical reading, writing and math sections). Interested students should contact the Honors Program coordinator for additional information regarding application at 516.572.7194.

**The High School Equivalency (HSE)**

Nassau Community College's Office of Admissions will consider applications from students who do not have high school diplomas and who want to earn high school equivalency diploma (HSE) through the completion of college credits. These applicants normally should meet the following minimum criteria:

- Be at least 17 years of age and your high school class must have already graduated
- Currently be a resident of New York State for at least one month

Students applying in this status must meet with a counselor from the Office of Admissions, complete the regular admissions application, supply official high school credentials, and take the basic skills placement test. Applicants who do not meet all of these criteria may present unique circumstances to request special consideration for admission.

The State University of New York, State Education Department, High School Equivalency Diploma Program provides that persons who have not earned a high school diploma may be issued a New York State High School Equivalency Diploma (HSE) if they "provide satisfactory evidence that they have successfully completed twenty-four [24] credits (semester hours) or the equivalent as a recognized candidate for a college-level degree or certificate at an approved institution." The twenty-four credits must be distributed as follows: six [6] credits in English language arts, including writing, speaking and reading (literature); three [3] credits in mathematics; three [3] credits in natural science; three [3] credits in social science; three [3] credits in humanities; and six [6] credits that fulfill college degree requirements. Students are strongly encouraged to consult with academic advisors so that, as much as possible, the courses they take will fulfill the requirements specified above for the equivalency diploma, as well as for the Nassau college degree the student wishes to obtain. Non-credit lifelong learning (continuing education) courses taken solely for personal or cultural enrichment, and not part of a specific degree or certificate program, may not be used to obtain an equivalency diploma. Students who have completed or who are nearing the completion of these requirements should go to the Office of the Registrar to obtain an application for the equivalency diploma, which they must file with the New York State Education Department. Students admitted under this program cannot be granted a degree or certificate without the equivalency diploma granted by the state.

Applicants to the College without a high school diploma begin in non-degree status based on their lack of a high school credential. Students who do not qualify for degree-seeking status may, nonetheless, follow a degree or certificate program as non-degree students in anticipation of their subsequently completing the HSE. Once students have received the HSE, they may apply for degree-seeking status. While in non-degree status, students are not eligible for financial aid.

**Students Schooled at Home**

Students schooled at home are encouraged to work with their school district office to obtain a letter signed by the school superintendent which verifies that they have completed the "substantial equivalent of a four-year high school program."

While Nassau Community College recognizes home schooling as a legitimate educational option, students schooled at home who are unable to present a superintendent's letter are considered to be without a high school diploma. As such, they are expected to meet the same admission requirements listed for the high school equivalency.

Home schooled applicants may be eligible for the Early Admissions option described above. It is recommended that students keep a detailed "unofficial transcript" of courses completed with specific information such as reading lists and/or syllabi for each course. In addition, writing samples and lab reports, formal documents from correspondence schools or organizations through which courses were taken, and evaluations and/or grades received for each subject may be helpful in evaluation students' readiness for particular programs of study. Submission of SAT and/or ACT scores, and scores for other standardized tests, is highly recommended.

**Students with special circumstances may speak to a representative in the Office of Admissions****GUARANTEED TRANSFER AGREEMENTS**

Because Nassau Community College is a member of the State University of New York, its students are guaranteed a full four-year degree at a SUNY institution if they meet academic qualifications at the local campus and at the transfer school.

This guarantee may or may not be met at the SUNY senior institution of the student's choice. The College has developed many articulation agreements with 4-year institutions, both public and private, to guarantee acceptance for Nassau Community College graduates who successfully complete certain criteria while in attendance here. Students are urged to take advantage of these guaranteed programs.

Contact the NCC academic department involved or the Transfer Office in Nassau Hall during the first semester of attendance to follow the correct course of study. Many of these offerings are described in the Programs of Study section of this catalog.

## **MMR & Meningitis Immunizations**

### **MMR IMMUNIZATIONS REQUIREMENT**

New York State law requires that students born on or after January 1, 1957, who are enrolled for six or more chargeable credits, be immunized against measles, mumps and rubella. The law further mandates that students who fail to submit proof of immunization prior to the 30th day of the semester will be disenrolled from all classes.

#### **It Is Necessary For Students To Submit Proof Of Immunizations During The Registration Period In Order To Comply With The New York State Public Health Law (2165).**

Disenrolled students are not permitted to be physically present in class and will receive "W" grades for all enrolled classes. Disenrolled students will not be permitted to register for the next semester until all immunization requirements have been completed. Students are not entitled to any refund of tuition and fees for the semester from which they have been disenrolled.

In the event of an outbreak of measles, mumps, or rubella, the New York State Department of Health will exercise emergency procedures that require the College to ban the attendance of any student regardless of credit load who has not submitted proof of immunization to the College's Student Health Services office. For this reason, the College encourages all students in attendance born on or after January 1, 1957, to submit proof of immunization. In the event of an outbreak, students will not be permitted to use attendance restrictions imposed by the New York State Department of Health as a reason for a refund in excess of normal refund entitlements as outlined in the College's refund policy elsewhere in this publication. Submitting documentation of immunization is the responsibility of the student and will ensure uninterrupted attendance.

### **MENINGITIS REQUIREMENT**

New York State law requires colleges to distribute information about meningococcal disease and vaccination to all students enrolled for at least six (6) semester hours or the equivalent per semester.

#### **Colleges in New York State are required to maintain a record of the following for each student:**

A response to receipt of meningococcal disease and vaccine information signed by the student or student's parent or guardian. This must include information on the availability and cost of meningococcal meningitis vaccine;

#### **AND EITHER**

Record of meningococcal meningitis immunization within the past 5 years;

#### **OR**

An acknowledgment of meningococcal disease risks and refusal of meningococcal meningitis immunization signed by the student or student's parent or guardian.

New York State law states that no institution shall permit any student to attend the institution in excess of 30 days from the start of the semester without complying with this law. The 30-day period may be extended to 60 days if a student can show good faith effort to comply.

For more information please visit our Health Services webpage.

## **Placement Tests**

### **Placement Testing Waiver Guidelines**

#### **English Placement Test Waiver and enrollment into ENG 101**

Students shall be exempt from the WritePlacer portion of the Accuplacer placement test, and they shall be placed into ENG 101, the first credit-bearing composition course, if they present:

1. A NYS English Language Arts Regents score of 85 or higher, acquired within 4 years of application to NCC.  
**or**
2. A 3 or higher on the AP English Literature and Composition or English Language and Composition (college credit awarded for ENG 101 or ENG 102 depending on the test).  
**or**
3. A 3 or higher in on the International Baccalaureate English Exam in English (standard or higher level).  
**or**



4. A 520 or higher on the SAT Evidence Based Reading and Writing or SAT Writing Exam or a 21 or higher on the ACT English.  
**or**
5. 21+ on the ACT English will exempt a student from the Reading and Writing Portions of the placement exam.
6. The following minimum TOEFL scores:
  - Reading Skills 22
  - Speaking Skills 18
  - Listening Skills 18
  - Writing Skills 24

### English Placement Test Waiver and enrollment into ENG 100

Students shall be exempt from the WritePlacer portion of the Accuplacer placement test, and they shall be placed into ENG 100, the first enhanced credit-bearing composition course, if they present a NYS English Language Arts Regents score from 79-84, acquired within 4 years of application to NCC.

- A NYS English Regents score of 79-84 taken within 4 years of application to NCC

### Reading Placement Test Waiver

Students shall be exempt from the Reading portion of the Accuplacer placement test, and they shall receive placement of RDG 999, if they present:

1. An SAT Evidence Based Reading and Writing or SAT Critical Reading score of 500 or higher and,  
**or**
2. An ACT Reading Score of 21 or higher,  
**or**
3. A NYS English Regents Score of 79 or higher, acquired within 4 years of application to NCC.  
**or**
4. A 3 or higher on the AP English Literature and Composition or English Language and Composition.  
**or**
5. A 3 or higher on the International Baccalaureate English Exam in English (standard or higher level).  
**or**
6. The following minimum TOEFL scores:
  - Reading Skills 22
  - Speaking Skills 18
  - Listening Skills 18

### Math Placement Test Waiver

Students shall be exempt from the Accuplacer mathematics portion of the placement test, if they present:

1. An 80 or higher on the Algebra Regents I Exam, acquired within 4 years of application to NCC.  
**or**
2. An SAT Math score of 500 or higher.  
**or**
3. An ACT Math score of 21 or higher.  
**or**
4. A 3 or higher on the an Advanced Placement Calculus Exam.  
**or**
5. A 3 or higher on the AP Statistics Exams (non-STEM).  
**or**
6. A 3 or higher on the IB Math exam (standard or higher level).

### Additional waivers of the Placement Tests

College credit from a regionally accredited college or university with a grade of a C or higher in math (course equivalent to MAT 109) or English (ENG 101) will also allow a student to be exempt.

Students who have successfully completed credit-bearing classes at regionally accredited colleges will not have to take the placement test in the areas in which they have already been successful. Students who present an English grade of D/+/- must register for ENG 100 or a co-requisite ALP course, after consultation with an advisor. Students who present a mathematics grade of D/+/- or C- will be placed into the appropriate mathematics course, after consultation with the Mathematics department. STEM identified students transferring in a liberal arts math course with a grade of C or higher will be required to take the algebra portion of the placement exam.

Students applying to certificate programs that do not require coursework in English, Mathematics, or Reading will not be required to take the placement tests, provided the courses do not have a remedial prerequisite.

## Post-graduate and Transfer Students

Exemptions from the placement test will be given to those students who provide documentation that they possess a college degree from an accredited institution. Students who have graduated from colleges outside the United States may be required to take one or more sections of the placement test. In addition, transfer students who submit documentation that they have successfully completed a college level mathematics course equivalent to Nassau's MAT 109 (Algebra and Trigonometry) or higher shall be exempt from the mathematics portion of the placement test. Those who submit documentation that they have successfully completed (C or above) a college level course equivalent to Nassau's ENG 101 (Composition I) shall be exempt from the reading and writing portions of the placement test.

## Transferring Credits

Only equivalent courses with a grade of "C" or higher relevant to a student's degree requirements at Nassau will be accepted from other regionally accredited postsecondary institutions to apply toward a degree. Although a minimum of 31 residential credits must be completed at NCC within the degree (15 credits within a certificate), the College may transfer additional courses in case students change their program of study while in attendance. Courses above the 31 credits will be initially excluded. Students must submit a Change of Program request to change their major—at which time all transferred in courses will be reviewed once again. Courses completed on a trimester or quarterly basis will be converted to semester hour credits. Questions regarding evaluation of transfer credits should be referred to the Office of Admissions.

## Special Programs

We have many outstanding special programs to meet the needs of our students.

- The Fresh Start Program
- Carol Farber Honors Program
- English as a Second Language
- Distance Education
- Weekend College
- Summer Sessions
- The College Experience
- Learning Communities, NSINCC
- International Study Programs
- Programs for Military Personnel

### FRESH START

The Fresh Start Program allows a student who has not been in attendance at Nassau Community College for three years (six fall-spring semesters) to remove from the grade point average grades lower than "C" earned during his/her previous attendance.

1. In all credit bearing courses taken after re-entry and before acceptance into the program, the Fresh Start candidate must receive a grade of "C" or higher. Therefore, a candidate is urged to carefully review his/her schedule and not to overextend his/her commitments. For non-credit courses, a grade of "S" must be achieved.
2. The Fresh Start candidate may apply for Fresh Start during the semester in which he/she expects to complete twelve (12) credits after re-entry.
3. The Fresh Start candidate must successfully complete twelve (12) credits of study within two academic years after re-entry in order for his/her application to be approved.
4. Acceptance into Fresh Start will be granted only once.
5. The Fresh Start candidate will be permitted withdrawal ("W") grades only if he/she has an extenuating circumstance such as a medical or personal emergency authorized and accepted by the Dean of Students.
6. The Fresh Start Policy does not supersede existing ESL policies and programs. A student placed in an ESL courses as a result of the College's placement test must satisfactorily complete the program's requirements before Fresh Start status can be considered.
7. The Fresh Start Policy does not supersede departmental admission policies.
8. The Fresh Start Policy does not supersede College dismissal policies. (See College catalog section on dismissal policy and dismissal appeal procedures.)
9. The Fresh Start policy does not prevent a student from repeating courses in order to secure a higher grade in those courses.
10. The guidelines set forth in the Fresh Start Policy cannot be waived.

### Application Procedure for Fresh Start:

1. A student may apply for Fresh Start status during the semester in which he/she expects to complete the twelve credits described in parts two and three of the policy guidelines noted above. Provided that all criteria for the policy have been met, Fresh Start status will be officially granted by the Vice President for Academic Affairs or designee. The Registrar's Office will notify the student of approval via the student's College e mail account.
2. **Where to pick up Application:** The Academic Advisement Center **516.572.7118**, or Center for Educational Counseling and Retention, Room M19 Nassau Hall (Building M), and in the Adult Resource Center, plaza level of the Tower.
3. **Where to submit Application:** The Academic Advisement Center **516.572.7118**, Mon-Wed: 9:00 a.m.-4:00 p.m., Thurs: 9:00 a.m.-6:30 p.m., Fri: 9:00 a.m.-4:00 p.m.

Completed applications may also be mailed to: Fresh Start Program, Academic Advisement Center, Nassau Community College, Garden City, NY 11530-6793.

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### **Carol Farber HONORS Program**

Honors classes are offered for academically advanced students who are invited to participate based on their high school grades. Those completing Honors courses will have an “Honors” designation entered on their transcripts. Honors students are enrolled in a special core curriculum which features an enriched background in English, the humanities, math, sciences, social sciences and electives. Students may also elect Honors courses in certain subjects only. All Honors courses fulfill the requirements for any Associate Degree. Students in all majors will have the opportunity to meet with a special advisor to develop a plan of study which includes Honors courses and maximizes their ability to develop their full potential. To be considered for Honors at Nassau, applicants must rank in the top 20 percent of their high school graduating class and must have completed three years of Regents English, Regents mathematics, and Regents science, demonstrating consistently high grades in each. Students may also be required to meet additional criteria determined by the Coordinator of the Honors Program. To apply for Honors, check the designated box on the College’s application for admission. For further information, contact the Honors office at 516.572.7194, or the Office of Admissions.

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### **ENGLISH AS A SECOND LANGUAGE**

The College offers a number of special courses and programs in English as a Second Language (ESL) for students interested in academic, personal, or professional growth.

For new matriculated ESL students, the College ESL Program provides separate course work in the areas of writing, reading, and speaking/listening at the advanced (030) level of instruction. Courses are given at convenient times during the daytime, in the evenings, and on weekends. For descriptions of ESL courses, consult the listings in this catalog under English (ENG), Reading (RDG) and Communications (COM). The Language Immersion at NCC (LINCC) Program is a non-credit intensive English as a Second Language Program. It is designed for students who want to attend college, but who place below the College ESL030 level. For further information about the LINCC program, call at 516.573.0165 or send an e-mail to [lincc@ncc.edu](mailto:lincc@ncc.edu).

Placement into both of these programs is determined by the ESL Placement Test. The test has three components: an essay exam, a reading test, and a listening exam. Students will be given an appointment to take the test.

In order to fulfill the College’s ESL requirements, ESL students must pass or be placed out of English ENG 030, Reading RDG 030, and Communications COM 030. Successful completion of this course work will demonstrate that students have the skills necessary to continue with academic course work in a wide range of disciplines, and work toward a degree or certificate in a selected major, career or vocation.

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### **DISTANCE EDUCATION**

NCC offers a variety of distance education courses to meet the needs of students. These courses offer students flexible and convenient learning opportunities. There are two types of online courses:

- A fully online course is a class in which the course content and instruction are delivered entirely through the web using the learning management system, Blackboard.  
*Note: Students may be required to take proctored midterm and final examinations.*
- A hybrid course combines face-to-face classroom instruction with online learning. The coursework is evenly divided between on-campus meetings and web-based activities.

The successful completion of distance education courses requires a strong commitment and the discipline to stay on-task. Interaction is an important aspect of the online classroom, and the instructor may have students participate in activities such as discussion forums, chat rooms, and group projects. Distance education is not an easier way to attend classes but it can provide students with a very rewarding and worthwhile learning experience.

For more information regarding Distance Education courses, please call the Office of Distance Education at 516.572.7883.

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### **WEEKEND COLLEGE**

Weekends are a prime time for learning at Nassau Community College. Weekend College offers students the opportunity to earn degrees and certificates by taking classes on Friday evenings, on Saturdays and Sundays in the fall and spring semesters, and on Saturdays and Sundays during the summer. Any student may take Weekend College classes to customize his/her class schedule and to meet individual needs.

Weekend College enables students, and especially busy adults, to pursue and complete any of the following degree and certificate programs solely through weekend classes: A.A. and A.S. degrees in Liberal Arts, A.S. in Business Administration, A.S. in Accounting, A.S. in Criminal Justice, as well as the Paralegal Certificate.

Courses in other popular degree programs such as Interior Design, Computer Repair Technology, Marketing, Retailing, and Administrative Business Technology are also available through Weekend College. Students interested in careers in social work can pursue the A.A. in Liberal Arts in Weekend College and transfer “seamlessly” to several bachelor’s programs in social work.

Weekend College enables students to advance their studies and reach their educational and career goals in an efficient and convenient fashion. Weekend College students can enjoy the opportunities Nassau provides to all students to earn credits by taking online courses. Weekend College is a key component of NCC's educational outreach and service to the community. Students interested in Weekend College follow the same admission processes and academic policies as all students at Nassau.

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### **SUMMER SESSIONS**

Students currently enrolled do not have to submit an application for summer attendance. A student is considered continuing if they have enrolled anytime during the past 4 semesters. Others must complete an application with the application fee for new or visiting students or the re-admit fee for returning students.

Summer course offerings are available online. The vast range of general courses available during the fall and spring semesters is usually available in the summer. Since Nassau's continuing students can register for summer sessions during the spring, some courses will be filled before returning, new or visiting students have the opportunity to register. For this reason, visiting summer students should prepare several course alternatives.

Visiting students attending Nassau Community College for the summer session only, and who are matriculated at other colleges, may register with the written permission of their home institution.

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### **FRESHMAN SEMINAR (NCC 101, The College Experience)**

NCC 101, a one credit course, serves as an introduction to college life. It is designed to give students the skills and information necessary to be successful in college.

NCC 101 helps freshmen improve their study skills, become familiar with campus resources, develop positive relationships with faculty, make informed choices about classes and careers, understand the goals and expectations of higher education, and in general, make the most of their college experience. The course also introduces freshmen to a faculty member who, if students wish, will serve as their mentor in subsequent semesters.

Most sections meet once a week for 75 minutes. However, the course is offered in other formats, including hybrid online, summer, departmental, and learning communities sections.

For more information about NCC 101: The College Experience, please call 516.572.8030.

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### **LEARNING COMMUNITIES, NSINCC**

N SINCC, the New Student Initiative at NCC, is part of the Learning Communities offerings. It provides students opportunities to take paired courses that fulfill degree requirements and explore new interests. These courses, linked by a common theme or content, present a coherent and enriched curriculum. The instructors in the linked courses coordinate their assignments and discussions. Students work together and are encouraged to form study groups, creating a friendly and supportive environment.

For more information, contact Joyce Stern, Coordinator of the Learning Communities Program at 516.572.9885.

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### **INTERNATIONAL PROGRAMS AND SERVICES**

International Student Affairs: Admissions and Services Applicants who will require a student (F-1) visa in order to attend Nassau Community College (including our Language Immersion program, LINCC) should contact the Office of International Student Affairs for information on applying. F-1 applicants must complete the International Admissions Application, and the forms necessary to obtain a Form I-20, which is required to maintain F-1 status. The Form I-20 will not be issued until a student has completed the application process and has been accepted for full-time study.

The Office of International Student Affairs provides services to F-1 and temporary (non-immigrant) visa holders who attend or plan to attend NCC. Services include visa/status advisement, applications related to visa status, and advisement related to travel and/or consular issues. Advisement on work authorization for non-immigrant students is also provided.

For more information, contact the Office of International Student Affairs at 516.572.7053, or via e-mail at isaoff@ncc.edu. Information and application materials can be found on the Office of International Student Affairs website.

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### **Study Abroad Programs for NCC Students**

Our students have access to a variety of study abroad programs and courses offered through NCC, the State University of New York (SUNY), and the College Consortium for International Studies (CCIS). The College offers short-term study abroad courses during the winter and summer sessions. Departments offering study abroad courses include Biology, Criminal Justice, Hospitality Business, Legal Studies and Marketing/Retailing/Fashion. Locations of these courses include Africa, Europe, Central America, and the Pacific Rim. Semester or year-long programs can be taken while in attendance at NCC via SUNY schools or CCIS.

To be eligible to participate in short-term study abroad programs, students must have completed 15 credits, 24 credits for semester and year-long programs. All students must have a GPA of 2.5 or higher. Most study abroad courses and programs are eligible for financial aid funding if a student qualifies for State and/or Federal financial assistance. For more information on any of these programs, contact the Office of International Education at 516.572.7213.

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## **PROGRAMS FOR MILITARY PERSONNEL**

### **Reserve Officer Training**

Qualified full-time Nassau Community College students may participate in the Army or Air Force Reserve Officers Training Corps program at a nearby university on a cross-enrolled basis. Students may enter the ROTC program at any time prior to completing their sophomore year. There is no obligation to complete the ROTC program until the start of the junior year.

Undergraduate participants may compete for full scholarships, which include tuition, books, fees, and a monthly stipend of \$250 (up to ten months of each school year). The basic course takes only one hour a week. For further information, contact the Professor of Military Science 516.463.5648 at Hofstra University for the Army ROTC, and Department of the Air Force 718. 862.7201 at Manhattan College for the Air Force ROTC

### **Service Members Opportunity College (SOC)**

Sponsored by the American Association of State Colleges and Universities and the American Association of Community and Junior Colleges, Service Members Opportunity College institutions offer active-duty military personnel evaluation of transfer credit and flexible degree program requirements. The College uses the American Council on Education (ACE) guidelines to award credit for military courses, training, and experience, and awards credits for nationally recognized testing programs. For more information, contact the Office of Registrar.

### **Concurrent Admissions Program (CONAP)**

The CONAP program was created to increase the College enrollment of Army veterans with GI Bill education benefits after their separation from the service. Under this program, eligible Army enlistees will be admitted to the College concurrently with their enlistment. This deferred admissions agreement is good for up to two years after completion of two or three years active duty. For further information, contact the Office of Admissions or a local military recruitment office.

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## **FINANCES**

This section covers everything you need to know about tuition, fees, expenses and financial aid at Nassau Community College.

### **Items in the Finances section include:**

- Residency Requirements
- Tuition, Fees and Expenses
- Student Tuition Liability and Refund Policy
- Third Party Sponsored Payments
- Scholarships

## **Residency Requirements**

### **Residency Requirements for Tuition Purposes**

To be eligible for the resident tuition rate, a student must have one year's legal residency in New York State and six months in the County of Nassau immediately preceding the time of registration for any period of attendance. The legal residency of unmarried students under 21 is deemed to be that of their parents.

New York State students from counties other than Nassau may have the nonresident tuition rate waived by submitting a Certificate of Residence from their home county fiscal office prior to payment of tuition and fees. The submission of a valid Certificate of Residence qualifies students who reside in counties other than Nassau for the Nassau County resident tuition rate.

Applications for a Certificate of Residence are available in the Bursar's Office, temporarily relocated to C-Cluster, 1st floor and Student Financial Affairs, Tower, 5th floor. For students commencing study in the fall semester, the certificate will cover a full year, including fall and spring semesters and summer sessions. Certificates of Residence must be renewed each year. Individuals on student visas cannot qualify for a Certificate of Residence. Questions about residency status should be directed to the Office of Student Financial Affairs, Tower 5th floor or by telephone at 516.572.7326.

## **Tuition, Fees and Expenses**

### **Tuition, Fees and Expenses**

Students who register for 12 or more credits or their equivalent during the fall and spring semesters are considered full-time students and pay full-time tuition and fees. During the summer semester the full-time rate does not apply; charges are based on credits or their equivalent. The tuition and fee schedule, effective with the fall 2020 semester, is subject to change at the discretion of the College. Registration is complete only upon full payment of tuition and fees.

<b>TUITION New York State Resident</b>	<b>FULL-TIME* (12 or more credits)</b>	<b>PART-TIME (Per Credit)</b>	<b>NON-CREDIT (Per Lecture Hour)</b>
Nassau County Resident	2900.00	242.00	242.00
<sup>1</sup> Out of Nassau County Resident with Certificate (Each academic year, a valid Certificate of Residence must be submitted not earlier than sixty (60) days prior to the beginning of the semester)	2900.00	242.00	242.00
Out of Nassau County Resident Without Certificate	5800.00	484.00	484.00
Out of New York State Resident	5800.00	484.00	484.00
Half (½) Credit/Lecture Hour Courses - one half of the above rates.			
<sup>2</sup> Off-Site High School Courses		80.00	
<b>Fees</b>			
Activity/Laboratory/Material Fees: depending upon course, not to exceed	100.00		
Applied Music Fee	400.00		
Technology Fee (Full time/Part time)	125.00	50.00	
Special Course Fee, costs to be determined by vendor contract	Costs to be determined		
<b>Books and Course Materials:</b> \$26 per credit	Costs to be determined		
<b>Consolidated:</b> \$2 per credit, not to exceed	30.00		
International Student Health Insurance Fee, determined by underwriter, not to exceed.	2,000.00		
<b>Extracurricular Fee</b>			
<b>Full-Time</b> , including Student Accident Insurance	110.00		
<b>Part-Time</b> , including Student Accident Insurance (per credit)		12.00	
<b>NON-REFUNDABLE FEES</b>			

<b>TUITION New York State Resident</b>	<b>FULL-TIME* (12 or more credits)</b>	<b>PART-TIME (Per Credit)</b>	<b>NON-CREDIT (Per Lecture Hour)</b>
Admissions Application Processing	55.00		
<sup>3</sup> Late Period Change of Program/Late Registration	30.00		
<sup>4</sup> Late Period Tuition Payment	25.00		
Tuition Payment Plan Enrollment	40.00		
Tuition Payment Plan Late Fee (each payment)	25.00		
Certificate of Immunization Document	5.00		
Diploma Replacement	15.00		
Replacement ID Card	10.00		
Returned Check Processing	20.00		
Liability Insurance required for clinical laboratory courses (Payable Once) each academic year, not to exceed	250.00		
Advanced Standing Nursing Program Evaluation	75.00		
Voluntary Alumni Association Membership	50.00		
Online Credit Card Payment Convenience Fee	18.00		
<sup>5</sup> Vehicle Registration Fee, full academic year rate	55.00		
International Internship Program Fee (per semester)	300.00		
International Student Dormitory Fee (per semester)	100.00		

**TUITION/FEEES ARE SUBJECT TO CHANGE AT THE DISCRETION OF THE COLLEGE.**

1. Education Law, Section 6305, provides, "The chief fiscal officer of each county, as defined in Section 2.00 of the local finance law, shall, upon application and submission to him of satisfactory evidence, issue to any person desiring to enroll in a community college as a non-resident student a certificate of residence showing that said person is a resident of said county...Such person shall upon registration for each college year, file with the college such a certificate of residence issued not earlier than two months prior hereto, and such certificate of residence shall be valid for a period of one year from the date of issuance." Education law, section 6301, paragraph 4, defines: "Resident" A person who has resided in the state for a period of at least one year and in the county, city, town, intermediate school district, school district or community college region, as the case may be, for a period of at least six months, both immediately preceding the date of such person's registration in a community college or, for the purpose of section sixty-three hundred five of this article, his/her application for a certificate of residence. In the event that a person qualifies as above for the state residence but has been a resident of two or more counties in the state during the six months immediately preceding his/her application for a certificate of residence pursuant to section sixty-three hundred five of this chapter, the charges to the counties of residence shall be allocated among the several counties proportional to the number of months, or major fraction thereof, of residence in each county.
2. Subject to New York State residency requirements; high school students not meeting residency requirements will be charged \$160 per credit.

3. The Late Period is designated to be within ten (10) College Business Days before the start of each session.
4. The Late Period Tuition Payment Fee will be charged for any form of payment which is made on or after the first day of classes.
5. Academic Year charge of \$55. If purchased separately: \$30 per fall or spring semester; \$10 per winter semester; \$20 per summer semester.

\* The full-time rate does not apply during the summer semester; charges are based on credits or their equivalent.

*Tuition and Fee Schedule 2020-2021 SFA 05/12/2020*

## Student Tuition Liability and Refund Policy

### Schedule Of Student Tuition Liability

A. In order to receive a refund of paid tuition and fees, all students who wish to withdraw from a course must either drop the coursethrough your MyNCC student portal account, or submit a Drop/Add form to the Registrar's Office. Once processed, Nassau Community College is authorized to calculate the student's tuition liability and applicable refund per the appropriate academic study schedule shown below:

Period of Official Withdrawal	Full Semester Liability & Refund	Mini/Summer Session (8 weeks or less) Liability & Refund
Prior to the First Day	0%/100%	0%/100%
During 1 <sup>st</sup> Week*	25%/75%	75%/25%
During 2 <sup>nd</sup> Week	50%/50%	100%/0%
During 3 <sup>rd</sup> Week	75%/25%	100%/0%
After 3 <sup>rd</sup> Week	100%/0%	100%/0%

\*The first week of the semester shall be deemed to start with the first calendar day of the College semester, and shall end on the 7<sup>th</sup> calendar day of the semester.

B. The College shall grant a full refund of tuition and fees to any student:

1. Whose course has been canceled by the College or
2. Who is unable to complete any course because during the semester the student:
  - a. Returns to Federal military service, or
  - b. Enlists and is accepted into Federal military service, or
  - c. Receives a change of student status through action of the Academic Standing Committee.

C. A student who is dismissed for academic or disciplinary reasons prior to the end of an academic term shall be liable for all tuition and fees due for that term.

D. To consider a refund appeal procedure: After the above official withdrawal procedure has been completed, the student who believes an exception is justified, may submit a written appeal with supporting documentation to the President's Refund Committee, Student Financial Affairs, Nassau Community College. All refund requests must be submitted within ONE YEAR after the end of the term in question. Non-attendance in a class, informing the instructor of withdrawal, or stopping payment on a check, do not constitute official withdrawal notification. Students are liable for payment of tuition and fees due up to the date on which the application for withdrawal is officially approved within the refund period. Refunds will be calculated based upon the date of withdrawal as approved by the Registrar and verified by Student Financial Affairs.

**Students with overdue tuition and fees may be referred to a collection agency and will incur additional liabilities of up to 33% to cover all associated collections costs processes.**

Students should allow at least six (6) weeks beyond the Liability/Refund Period for refunds to be processed.

# This policy corresponds to the Code of Rules and Regulations for Community Colleges operating under the program of the State University of New York (8, NYCRR 602.11).

*Tuition and Fee Schedule 2020-2021 SFA 05/12/2020*

## Third Party Sponsored Payments

### Third Party Sponsored Payments



Students whose bill will be covered in whole or part by a third party sponsor (Union, Access, Veteran's Benefits, employer, etc.) must contact Student Financial Affairs to advise of such and submit appropriate voucher or other needed documents. Failure to do so prior to your scheduled payment due date may result in the cancellation of your classes. If a sponsorship remains unpaid for any reason, the student is responsible for the outstanding balance.

## Scholarships

### Scholarships

Scholarships are awards that are given based on merit, need or talent and do not have to be paid back. However, certain criteria may apply in order to receive or maintain a scholarship award.

### Nassau Community College Scholarships

Scholarship awards are presented to incoming, returning, or graduating students from funding by members of the College's faculty and staff, by campus groups, and from local donor organizations and individuals.

Nassau Community College makes scholarship monies available each year for a variety of programs through the College Foundation Office and administered by the Scholarship and Student Aid Committee of the Academic Senate. Students are urged to apply for these scholarships. For more information visit the [NCC Scholarship web page](#).

### Other Scholarship Sources

It is never too late to begin your search for scholarships.

- Check your High School &/or local Library for scholarship handbooks, and for a listing of local organizations that award scholarships.
- Check national organizations such as Coca-Cola Foundation, National Merit Scholarship Program, American Legion, etc.
- Local businesses, such as the employer you currently work for.

There are many free scholarship search sites available. Listed here are a few scholarship search sites that may provide useful information:

- [www.collegeboard.com](http://www.collegeboard.com)
- [www.fastweb.com](http://www.fastweb.com)
- [www.finaid.org/scholarships](http://www.finaid.org/scholarships)
- [www.internationalscholarships.com](http://www.internationalscholarships.com)

### Disclaimer regarding scholarship search websites

The Office of Financial Aid at Nassau Community College does not endorse or recommend any scholarship service or private scholarship websites. We encourage you to be cautious about scholarship search organizations which charge a fee.

Questions about tuition and fees should be directed to the Office of Student Financial Affairs, Tower 5th floor, at 516.572.7326. Inquiries concerning financial assistance should be directed to the Financial Aid Office, Tower 3rd floor, at 516.572.7396.

## Financial Aid

Financial Aid is money that is supplied by monetary source outside the family to help pay for the cost of the student's education. It encompasses a variety of programs funded by colleges, private organizations and state and federal government. Financial aid is any grant, scholarship, loan or work-study program offered to help a student meet his or her educational expenses.

The Financial Aid Office at Nassau Community College is dedicated to assisting students and their families with options on how to finance their education.

## Federal Student Aid

The first step to financing your education is to complete the Free Application for Federal Student Aid at [studentaid.gov](http://studentaid.gov). The information is confidential and only sent to the colleges you list on the FAFSA. **Nassau's school code is 002873**. Filing the FAFSA electronically is faster and less error-prone.

A student and a parent must create a FSA ID to serve as an electronic signature and to log into certain U.S. Department of Education websites. The FSA ID will be comprised of a user-selected username and password. Visit [studentaid.gov](http://studentaid.gov) to create your user name and password.

When filling out the FAFSA, NCC strongly recommends all students and parents (if applicable) to upload the income tax information to their FAFSA using the IRS Data Retrieval tool.

Students who are selected for verification and did not use the IRS Data Retrieval tool will be required to:

1. Complete and submit the Verification Worksheet.
2. Submit an official Tax Return Transcript (which can only be obtained from the IRS)

After you complete the FAFSA you will be emailed a student aid report (SAR) from the Department of Education notifying you of your EFC (expected family contribution) and that your application was processed or if corrections are necessary.

The college receives the results of your FAFSA and provides a financial aid award package for you. All students will be sent an email notification to view their award package by logging into the MyNCC Portal.

A FAFSA must be filed in order to be considered for any type of federal aid, including loans. The information collected on the FAFSA is used to determine financial need. Financial need is defined as the cost of attendance minus the expected family contribution (EFC).

### **Cost of Attendance**

Cost of Attendance (COA) is the estimated and reasonable cost of completing a full year (9 months) of higher education. COA is not your actual charges, but rather an estimate of all possible expenses you may incur.

Estimated full-time educational costs for the 2020-2021 academic year at Nassau Community College:

#### **Dependent Student - Resident**

- Tuition: \$5,800
- Fees: \$530
- Books and Supplies: \$1,950
- Transportation: \$1,500
- Personal/Miscellaneous: \$1,720
- Room and Board: \$5,400
- Total: \$16,900

#### **Independent Student - Resident**

- Tuition: \$5,800
- Fees: \$530
- Books and Supplies: \$1,950
- Transportation: \$1,500
- Personal/Miscellaneous: \$1,720
- Room and Board: \$14,570
- Total: \$26,070

## **General Eligibility Requirements**

The FAFSA needs to be completed annually to determine your eligibility for the upcoming academic year. At NCC the fall semester (September - December) begins a new academic year and includes the spring semester (January – May) and summer session (June – August).

In general, to be eligible for Federal Student Aid a student must:

- be a U.S. citizen or eligible non-citizen
- be matriculated in an eligible program of study
- be making satisfactory academic progress in his or her program of study
- not be in default of any Federal loan or have received an overpayment on a Federal grant
- not have borrowed in excess of the annual or aggregate loan limit
- have a valid Social Security number
- not have been convicted of certain drug-related offenses under Federal or State law
- submit official High School transcript or prior college transcript and proof of high school graduation

Students cannot be funded with financial aid for courses that do not count toward their degree requirements. The only exception is for remedial courses that are part of the student's regular program. It is important for students to log in to [MyNCC](#) and view their degree evaluation regularly.

Certain awards are based on the availability of funding. By filing a FAFSA early you may be considered for campus based aid which includes Federal SEOG, Work-study, and Nursing Loan. All students who wish to be considered for financial aid should file their FAFSA by May 30th. The College cannot process a student's FAFSA until all requested documentation has been submitted. FAFSAs received after the student ceases to attend cannot be processed for that academic year.

Federal funds are sent directly to the College and applied to the student account. Any excess funding is then reimbursed to the student for education-related expenses after attendance has been confirmed.

### **Refund Policy for Federal Financial Aid Recipients**

If a student totally withdraws from the College for a particular semester, the student may be entitled to receive funding based on the percentage of the payment period (semester) that the student completed.

If a student completes more than 60.01% of the period, he or she earned 100% of the aid for that period of enrollment.

If the student completes 60% or less of the period of enrollment the percentage of the period completed is the percentage of aid earned and eligible to receive. Any aid that is unearned as a result of totally withdrawing from the College at the 60% or less point of the semester must be returned to the Department of Education.

## Federal Grant Programs

### Pell Grant

A Federal Pell Grant is an undergraduate student award which does not have to be paid back. Students that demonstrate high financial need according to the federal formula and enroll in at least one degree-bearing course are eligible to receive funds from this federal program. The maximum annual Pell Grant award is established by Congress each year.

### Supplemental Educational Opportunity Grant (SEOG)

These grants are for students that demonstrate exceptional financial need. Priority is given to Federal Pell Grant recipients. Funds provided by the government for this program are limited. Individual SEOG awards may vary.

### Iraq and Afghanistan Service Grant

If you are not eligible for a Pell Grant but your parent or legal guardian was a member of the U.S. Armed Forces and died as a result of service performed in Iraq or Afghanistan after September, 2001, you may be eligible for this grant. To receive this grant you must be under the age of 24 and enrolled in college at least part time at the time of your parent's or guardian's death. The amount of the grant will be equal to the maximum Pell Grant for the award year, although the amount will not exceed the cost of attendance for that award year.

## Federal Loan Programs

### Federal Loan Programs

Students enrolled in a minimum of six degree-bearing credits are eligible to apply for federal loans. These funds are borrowed directly from the Federal government, not through private lenders. Borrowers are charged an origination fee which is paid to the Federal government. Loans may be disbursed in multiple installments, but at least one per semester.

### Stafford Direct Loan Program

Applicants with financial need are eligible for a subsidized student loan, while those without financial need are eligible for an unsubsidized loan. The Federal government pays the interest on subsidized loans as long as the student is enrolled at least half-time (6 degree-bearing credits). The borrower (the student) is responsible for interest payments under the unsubsidized loan program while in attendance and thereafter.

All first-time NCC loan borrowers must complete a master promissory note (MPN) and entrance counseling session at [studentaid.gov](http://studentaid.gov).

Starting in the 2020-2021 school year, borrowers of Federal Subsidized, Unsubsidized and PLUS loans will be required to complete the Annual Student Loan Acknowledgement once each award year before receiving disbursement of their loan. The Annual Student Loan Acknowledgement is an online session that allows students and parents to see how much they have borrowed, preview what their monthly payments might be, and explain concepts such as capitalization and the difference between federal and private loans. The goal is to help you understand how your loans affect your financial future. Borrowers can complete this required online session at [studentaid.gov](http://studentaid.gov).

Repayment of the Federal subsidized and unsubsidized loans begin six months after the borrower graduates, leaves school, or drops to below a half-time status. The student/borrower is then required to complete an Exit Counseling session at [studentaid.gov](http://studentaid.gov).

### Nursing Student Loans

This aid program is limited to students enrolled in the Nursing Program only. The student must demonstrate financial need to be considered for this 5% low-interest loan. The maximum annual award offered is \$4816 with a minimum of 6 degree-bearing credits. A separate promissory note is required for this loan.

### Parent PLUS Loans

PLUS loans are unsubsidized loans for the parents of dependent students enrolled at least half-time at a school that participates in the Direct Loan Program.

Applicants for this loan must be student's biological or adoptive parent. If the biological or adoptive parent has remarried at the time of completing the FAFSA, the stepparent may apply for this loan on behalf of the student.

Parent PLUS Loan borrowers cannot have an adverse credit history (a credit check will be done). In addition, parents and their dependent child must be U.S. citizens or eligible noncitizens, must not be in default on any federal education loans or owe an overpayment on a federal education grant, and must meet other general eligibility requirements for the Federal Student Aid programs.

Applications for this loan are available in the Financial Aid office. Once approved, the borrower (parent) must complete a PLUS loan promissory note at [www.studentloans.gov](http://www.studentloans.gov).

### Federal Student Aid Loan Servicers

When a student receives a Federal Student Loan, they are assigned a loan servicer. The loan servicer is the organization that handles billing for the loan(s) and can provide borrowers with information about repayment. If you, the borrower, are not sure who your loan servicer is, you can look up this information on [studentaid.gov](http://studentaid.gov).

You will need your FSA ID. This is the same username and password you used to sign your FAFSA.

## Federal Work-Study Program

### Federal Work-Study Program

The Federal Work-Study program is a federally funded financial aid employment program. To be eligible a student must be matriculated and enrolled in a minimum of 6 credits. Eligibility is based on need as determined by the FAFSA and the availability of funds. Recipients of this program must be making satisfactory academic progress.

## Satisfactory Academic Progress

Students receiving federal Title IV aid for their educational costs are required to maintain an acceptable cumulative GPA, while at the same time completing a specified percentage of the credits for which they register within a certain time frame. The maximum time frame may not exceed 150% of the published length of the educational program measured in credit hours attempted.

Excessive withdrawals, incomplete or F grades can be the cause of not meeting the pursuit of progress requirement. It is important that you successfully complete all the classes you register for. Note: Remedial coursework is not considered in the calculation that determines eligibility for federal student aid.

Federal Title IV student aid funds include: Federal PELL, Federal SEOG, Federal Work Study, Federal Perkins Loan, and Direct Stafford Loans.

Satisfactory Academic Progress standards for [New York State TAP recipients](#) follows a different structure than that of the federal requirements.

A review of federal aid eligibility will be completed at the end of the spring semester to determine eligibility for the new aid year. Students will be notified via their NCC email if they did not meet the federal requirements for academic progress. A student may appeal this decision if they can document the extenuating circumstances that caused the poor academic performance. Appeals are for unforeseen, extenuating circumstances and are not for ongoing medical issues. Students with approved appeals will be given a probationary semester in which they will be granted federal aid for one semester. At the end of the probationary semester their progress will be reviewed to determine if they are eligible for federal aid in the next semester. If it is determined that the student is still not making academic progress, no aid will be issued for the following semester and no additional appeal will be accepted.

### Steps to appeal:

- Download and Complete an Appeal for Federal SAP form
- Submit the appeal form and any supporting documentation which can justify why your academic progress suffered and how you plan to remedy it for future semesters by August 1
- Approximately two weeks from when documents are submitted a decision will be sent to your NCC email
- Students must also complete the online, SUNY Smart Track Financial Literacy course: College & Money

**To continue to receive federal financial aid, students must maintain the standards of satisfactory progress.**

*Qualitative Component: Cumulative Grade Point Average (GPA)*

<b>Degree Credit Hours Attempted:</b>	1-14	15-29	30-47	48+
<b>Minimum Cumulative GPA required:</b>	1.7	1.8	1.9	2.0

*Quantitative component: Pace (attempted credits vs. earned credits)*

Students must earn with a passing grade, at least 67% of all cumulative attempted credit hours. For example, if a student attempted a cumulative total of 30 degree credits, the student must have earned at least 20 of those credits toward their degree or certificate program of study.

### Time Frame

Students may attempt a maximum of 150% of the published required credit hours for the Associate's Degree or Certificate program the student is pursuing. For example, if the program of study requires 64 credits to complete, the student may attempt a maximum of 96 credits.

### Grades

- Calculated in Attempted: 'A','B','B+','C','C+','D','D+', 'F', 'UW', 'W', 'GNS', 'INC' & Transfer Credits (TR)
- Calculated in Earned credits: 'A','B','B+','C','C+','D','D+' & Transfer Credits (TR)
- Calculated in GPA: 'A','B','B+','C','C+','D','D+', 'F', 'UW'

### Remedial Courses

A maximum of 30 credits of remedial coursework will be used to determine eligibility for financial aid. After a student has attempted 30 credit hours of remedial coursework, the student cannot receive federal financial aid for any additional remedial coursework.

Remedial coursework is not counted in Pace or GPA. However, a student with **only** remedial coursework will be evaluated under the qualitative measure. If at least one remedial course is successfully completed within the academic year, the student will be determined eligible for federal aid.

**Appeals Process for Mitigating Circumstances**

A student may appeal the loss of federal aid eligibility if they can document that extenuating circumstances caused the poor academic performance. Appeals are for unforeseen, extenuating circumstances and are not for ongoing medical issues or patterns of poor performance. Student may only submit one appeal in an academic year.

Students with approved appeals will be given a probationary semester in which they will be granted federal aid for one semester. At the end of the probationary period, their progress is reviewed to determine if they are eligible for federal aid in the next semester.

If the student does not meet SAP or fails to meet the Academic Plan\* requirements after the probationary period, the student will be ineligible for federal financial aid until student meets SAP.

**Reestablishing aid eligibility**

A student regains eligibility for federal financial aid by taking action that brings the student into compliance with SAP criteria.

**\*Academic Plan Requirements**

Students in a probationary semester may be considered for an Academic Plan if the following requirements are met:

1. Student successfully completes all courses in the probationary semester.
2. Probationary semester GPA is at least a 2.0.

Students placed on an Academic Plan must meet these requirements each semester until they are back in compliance with SAP standards. Failure to do so will result in the loss of Federal Title IV aid at NCC.

**How does a student obtain an Academic Plan?**

The Financial Aid Office will refer the student to the Center for Educational & Retention Counseling (CERC) via email notification to the student's NCC email. The student should make an appointment to meet with a CERC counselor at 516.572.7141 or CERC@ncc.edu. The CERC counselor will develop an academic plan with the student and submit a copy to the Financial Aid Office on the student's behalf.

**State Aid****State Aid**

Many states provide generous merit and need-based grants. Students applying for funding from New York State must be a legal resident of New York State. Residency during college attendance is not sufficient to meet New York State residency regulations. A student must be enrolled and making academic progress in an eligible program of study to receive state aid. New York residents may apply at [www.hesc.ny.gov](http://www.hesc.ny.gov) or [www.tapweb.org](http://www.tapweb.org). Students will receive an award notification directly from NYS Higher Education Service Corp. (HESC).

**Tuition Assistance Program (TAP)****New York State Grant Programs – Tuition Assistance Program (TAP)**

The New York State Tuition Assistance Program (TAP) helps eligible New York residents attending in-state post-secondary institutions pay for tuition. TAP grants are based on the applicant's and his or her family's New York State taxable income.

The TAP Grant is administered by the Higher Education Services Corporation (H.E.S.C.)

The applicant can apply by using the Express TAP application link on the FAFSA, or directly at [www.hesc.ny.gov](http://www.hesc.ny.gov) or [www.tapweb.org](http://www.tapweb.org).

To be eligible for TAP, you must:

- Be a United States citizen or eligible noncitizen
- Be a legal resident of New York State
- Study at an approved post-secondary institution in New York State (NYS)
- Have graduated from high school in the United States, earned a GED, or passed a federally approved "Ability to Benefit" test as defined by the Commissioner of the State Education Department
- Be enrolled as a full-time student taking 12 or more credits (applicable toward your degree program) per semester
- Be matriculated in an approved program
- Meet good academic standing requirements
- Be charged at least \$200 tuition per year
- Not be in default on any state or federal student loan or on any repayment of state awards
- Meet income eligibility limitations
- File a FAFSA for the same academic year as the TAP application

**Satisfactory Academic Progress for New York State TAP Recipients**

Students must also meet standards of satisfactory academic progress and pursuit for state aid programs. There are three elements of satisfactory academic progress that all financial aid recipients must achieve in order to receive financial aid from the New York State sponsored Tuition Assistance Program (TAP):

Based on the number of TAP payments the student received;

1. must complete a designated number of credits in the prior semester they received TAP,
2. must earn a specific number of overall credits
3. must achieve a minimum grade point average

NYS TAP standards for all students first receiving TAP in 2010 and beyond:

TAP Payments received	Completed credits in prior semester	Overall credits earned	GPA
1 <sup>st</sup> payment	0	0	0
2 <sup>nd</sup> payment	6	6	1.3
3 <sup>rd</sup> payment	6	15	1.5
4 <sup>th</sup> payment	9	27	1.8
5 <sup>th</sup> payment	9	39	2
6 <sup>th</sup> payment	12	51	2

NYS TAP standards for students first receiving TAP and taking at least six (6) remedial credits or first receiving TAP between 2007 & 2009:

TAP Payments received	Completed credits in prior semester	Overall credits earned	GPA
1 <sup>st</sup> payment	0	0	0
2 <sup>nd</sup> payment	6	3	.5
3 <sup>rd</sup> payment	6	9	.75
4 <sup>th</sup> payment	9	18	1.3
5 <sup>th</sup> payment	9	30	2
6 <sup>th</sup> payment	12	45	2

### TAP Satisfactory Academic Standing Waiver

After the end of each semester, TAP recipients who fall below the satisfactory academic progress standards can apply for a waiver. Such a waiver can only be granted once during the student's undergraduate career. Appeals are a one-time option for unforeseen, extenuating circumstances beyond the student's control and not chronic circumstances that cannot be remedied such as, but not limited to, ongoing medical issues.

- Complete and submit an NCC New York State TAP Waiver Form.
- Forms must be received by the Financial Aid Office prior to the end of the current semester the student is enrolled in.
- Supporting documentation must be submitted with the waiver form and the student's NCC ID must be on all pages.
- Since the waiver is neither automatic nor an entitlement, the decision will be final.
- Students will receive the decision via their NCC email.

### Part-Time TAP

Part-time TAP helps a first-time New York resident freshman in the 2006-07 academic year or thereafter that has earned 12 credits or more in each of the two consecutive semesters, for a minimum total of 24 credits earned and maintained a minimum of a "C" average. Part-time TAP is not the same as the Aid for Part-time Study Program.

To be eligible for Part-Time TAP, you must:

- Be a United States citizen or eligible non-citizen
- Be a legal resident of New York State
- Have graduated from high school in the United States, or earned a GED, or passed a federally approved "Ability to Benefit" test as defined by the Commissioner of the State Education Department
- Be matriculated in an approved program of study and be in good academic standing

- Be charged at least \$200 tuition per year
- Be taking at least 6 but fewer than 12 credits per semester
- Not be in default on a State or federal student loan or on any repayment of state awards. Meet income eligibility limitations
- File a FAFSA for the same academic year as the TAP application

## Aid for Part Time Study (APTS)

Part-time students enrolled in 3 to 11.5 credits are eligible to apply for this award. APTS is subject to allocations from New York State. To receive APTS, you must complete both the Free Application for Student Aid (FAFSA) and the Aid for Part-Time Study applications. The APTS application is available on the Financial Aid forms page; or in the Financial Aid Office. To remain eligible for APTS, students must maintain academic progress as defined by New York State. Check the Financial Aid Office for filing deadlines and additional eligibility criteria.

## Graduates of High Schools Outside the United States

### Graduates of High Schools Outside of the United States and Home Schooled Graduates

Students receiving state aid who were home schooled or do not have a certificate of graduation from a recognized school within the United States providing secondary education (a high school diploma or recognized equivalent), must obtain a "passing score on a federally approved ability-to-benefit (ATB) test that has been independently administered and evaluated as defined by the Commissioner of the State Education Department" in order to receive New York State funded grants or scholarships. The ATB test must be taken prior to the end of the College's add/drop period to be considered for NY State aid for that semester. To schedule the Ability to Benefit test contact the Placement Testing Office at 516.572.9604 or [placementtesting@ncc.edu](mailto:placementtesting@ncc.edu).

## New York State Scholarship Programs

### New York State Scholarship Programs

New York State students may be eligible for a variety of State scholarship and award programs to help pay for college. Listed below are just a few scholarships available. To learn more about each one, including eligibility requirements and application information, visit [www.hesc.ny.gov](http://www.hesc.ny.gov).

**The NYS Memorial Scholarship** provides financial aid for student in New York State to children, spouses and financial dependents of deceased firefighters, volunteer firefighters, police officers, peace officers, and emergency medical service workers who have died as the result of injuries sustained in the line of duty in service to the State of New York.

**The NYS World Trade Center Memorial Scholarship** program guarantees access to a college education to the families and financial dependents of the victims who died or were severely and permanently disabled in the Sept. 11, 2001 terrorist attacks and the resulting rescue and recovery efforts.

**The Flight 587 Memorial Scholarships** guarantee access to a college education for the families and financial dependents of victims of the crash of American Airlines Flight 587 on November 12, 2001.

**Flight 3407 Memorial Scholarships** provide financial aid to children, spouses and financial dependents of individuals killed as a direct result of the crash of Continental Airlines Flight 3407 on February 12, 2009.

**The Military Service Recognition Scholarship** provides financial aid for study in New York State to children, spouses and financial dependents of members of the armed forces of the United States or of a state organized militia who, at any time on or after Aug. 2, 1990, while a New York State resident, died or became severely and permanently disabled while engaged in hostilities or training for hostilities.

**Scholarships for Academic Excellence** are awarded to outstanding graduates from registered New York State high schools. Awards are based on student grades in certain Regents exams. For up to five years of undergraduate study in New York State.

## Veterans Benefits

### Veterans Benefits

Once a student has completed the admissions process and is a registered student, he/she should meet with a VA Certifying Official in the Office of the Registrar. The enrollment certification process must be repeated every term after you have completed your registration. All Veteran/Service members and dependent students receive priority registration prior to the start of credit based priority registration.

### Post 9/11 GI Bill (Chapter 33)

Once you receive the Certificate of Eligibility in the mail, bring it to a VA Certifying Official in the Office of the Registrar for certification. The tuition and fees are mailed directly to the school; the Basic Allowance for Housing (BAH) and book stipend are sent directly to the student from the Department of Veterans Affairs. Apply at [www.vets.gov](http://www.vets.gov)

### Veteran's Montgomery GI Bill (Chapter 30)

Print a copy of the completed application and bring it with a copy of your DD214 to a VA Certifying Official in the Office of the Registrar for certification. Apply at [www.vets.gov](http://www.vets.gov)



**Survivors & Dependents Educational Assistance (Chapter 35)**

Eligible spouses and children of Veterans who have died or are partially or totally disabled through the service may complete a VA Form #5490 and bring it to a VA Certifying Official in the Office of the Registrar for certification. Apply at [www.vets.gov](http://www.vets.gov)

**Vocational Rehabilitation (Chapter 31)**

You would need to contact a Vocational Rehabilitation Counselor and bring their form #1905 to a VA Certifying Official in the Office of the Registrar for certification. For more information visit; [www.vets.gov](http://www.vets.gov)

**Reservists/National Guard (Chapter 1606)**

Obtain from your Unit a Notice of Basic Eligibility (NOBE) and bring it to a VA Certifying Official in the Office of the Registrar for certification.

**For active military personnel, or their spouse, using tuition assistance, please contact [studentfinancialaffairs@ncc.edu](mailto:studentfinancialaffairs@ncc.edu).**

## Study Abroad

NCC students that participate in an approved study abroad program may be eligible for federal financial aid. The criteria for a student to be considered for federal aid include, but not limited to:

- The student must be enrolled as a matriculated student in a degree-granting program at NCC
- The student must be taking courses at the Host school which are transferable to the student's degree at NCC
- The student must have a fully processed FAFSA on file with the Financial Aid Office
- The student must submit a completed and signed Financial Aid Consortium Agreement

**Note:** Only under certain circumstances may a student be eligible for a New York State award when studying in another country.

## Rights and Responsibilities

### Rights and Responsibilities

1. Complete the Free Application for Federal Student Aid (FAFSA) every academic year: [FAFSA.gov](http://FAFSA.gov). A student aid report (SAR) will be emailed to you from the Department of Education notifying you of your EFC (Expected Family Contribution). This information will also be sent to Nassau Community College if you enter our school code, 002873, on the FAFSA. The College will then determine and notify you of your financial aid award.
2. You must be a matriculated student in an approved degree or certificate program at Nassau Community College to be eligible for financial aid. Classes taken for audit are not eligible for financial assistance. It is the student's responsibility to inform the Office of Financial Aid if he/she enrolls in a class for an audit grade.
3. Your financial assistance is awarded based on calculated need as determined from the information you provided on your FAFSA. Financial aid awards are subject to adjustments or cancellations due to changes in laws, regulations, appropriations, changes in your financial situation, verification, discovery of data errors, changes in your enrollment status, or changes in your residency status amongst other reasons.
4. You must maintain satisfactory academic progress. Students receiving federal aid for their educational costs are required to maintain an acceptable cumulative GPA, while at the same time completing a specified percentage of the credits for which they registered within a certain time frame.
5. Student must file a FAFSA to be considered for Federal student loans.
  - Perkins Loan-a low interest loan (5% fixed) is awarded based on financial need. Interest begins nine months after the student is no longer enrolled for at least 6 credits.
  - Federal Direct Stafford loans – A subsidized loan is a need-based loan. An unsubsidized loan is NOT based on financial need. You are responsible for the interest that begins to accrue on this loan once it is disbursed. You must be enrolled at least half-time (six degree-bearing credits minimum) to be eligible for the Federal Direct Loan(s) in a given semester. Repayment of these loans begins after you stop pursuing your degree or you are registered for less than 6 credits. You will then be required to complete an online, Exit Counseling session at [studentloans.gov](http://studentloans.gov).
6. Students who have been previously incarcerated or are currently incarcerated or who might be incarcerated during their current term of attendance must identify themselves to the financial aid office to determine their financial aid eligibility.
7. If you receive any financial assistance from an outside source (e.g., a private scholarship or grant) you must inform the Financial Aid office.
8. You will be responsible for repaying any funds you receive that exceed your financial need, or if for any reason, you become ineligible for the financial aid. Changes in your actual enrollment status, such as non-attendance, course withdrawals or if you stop attending classes without officially withdrawing (unofficial withdrawal), could reduce or cancel your award and repayment may be required. Please contact



- the Office of Financial Aid prior to dropping or withdrawing from the College. It may impact your current or future aid eligibility and you will be responsible for any balance on your student account.
9. Students should be aware that withdrawal from one or more courses may affect some, or possibly all, financial aid awards. Therefore, it is prudent to understand the consequences of the withdrawal before formally submitting the paperwork. Financial aid awards will be revoked upon withdrawal should the withdrawal affect the eligible enrollment status.
  10. If requested, you must provide documents to verify the accuracy of information reported on the FAFSA before financial aid can be awarded or disbursed to your student account. The requested documentation must be submitted prior to your last date of enrollment. If not, you may lose aid eligibility and be responsible for your tuition and fee semester bill.
  11. Federal Work-Study (FWS) is determined by the results of your FAFSA. Although the FWS amount is shown on your Award Letter, FWS funds are not applied to your NCC student account. You receive a pay check every two weeks. Job placement is based on availability.
  12. Students who have completed their degree or certificate program will not be eligible for financial aid in subsequent semesters unless they are enrolled in another degree program. Bachelor's degree: if you already have this degree, you are ineligible for Federal Pell and Federal SEOG.
  13. If you are having problems with your Direct Loan that your school cannot resolve, contact the U.S. Dept. of Education's Office of Loan Ombudsman at 1.877.557.2575 or visit their web site at [ombudsman.ed.gov](http://ombudsman.ed.gov).
  14. If it is determined that you have provided or purposely given false or misleading information, you may be fined up to \$20,000, sent to prison, or both.
  15. Repeat courses: NY State Aid—Courses in which the student has already received a passing grade cannot be included in meeting full-time study requirements for State sponsored financial aid. Repeat courses may be counted toward full-time study if a failed course is repeated or when a student has received a passing grade at the college but is unacceptable in a particular curriculum or area of concentration. Federal Aid—A student may receive federal aid to retake a previously passed course once.
  16. For students in remediation classes: First time TAP (Tuition Assistance Program) recipients must be registered for non-remedial courses equal to at least 6 credits to be considered for the 2006/2007 state academic progress chart. The remaining classes must be degree-bearing so the total enrollment equals full-time status which is 12 or more credits.
  17. Ability to Benefit: Students that have received their high school diploma from a foreign school must take an approved "Ability to Benefit" test and attain a passing score prior to the end of the college's add/drop period to be considered for state aid. Contact the Placement Testing Center at [placementtesting@ncc.edu](mailto:placementtesting@ncc.edu) or call 516.572.9604.
  18. Aid for part-time study (APTS) grant recipients must be enrolled for 3 to 11.5 credits. Students carrying a part-time course load that includes non-credit remedial courses must be registered for at least 3 degree-bearing credits.
  19. Winter Session is considered as part of the spring semester for federal financial aid purposes. This means that if a student is registered for three credits during winterim, and nine credits during spring, they would be considered a full-time student and their Federal financial aid would be packaged as such. All students are responsible to pay their winterim tuition bill by the assigned due date. All winterim and spring financial aid will be disbursed together as spring aid and will be disbursed in the spring semester only. Courses not completed in the winterim term will not be eligible or included in the spring disbursement. Please note: New York State aid such as TAP and Aid for Part Time Study, is not available for winterim. Please be aware that all awards are contingent upon funding and your remaining aid eligibility.
  20. To be eligible for the Bookstore Voucher, a Financial Aid application must be accurate and in our database. In addition, any missing documents needed to fully process your application must be error free and submitted to our office. Check the Financial Aid Office for book voucher cut off dates and deadlines. Book voucher amounts are determined based on the fact that your Pell Grant and Supplemental Education Opportunity Grant (S.E.O.G.) exceed your semester's bill by at least \$100.00.
  21. Read your NCC emails, letters, postcards, announcements and other notifications that you receive from the College. Check the NCC website for deadlines.
  22. You can view your financial aid awards, read messages, and determine what documents are required by logging in to MyNCC Portal.

**You may contact the appropriate office with any questions:**

- Admissions: [admissions@ncc.edu](mailto:admissions@ncc.edu), 516.572.7345
- Financial Aid: [financialaid@ncc.edu](mailto:financialaid@ncc.edu), 516.572.7396
- Bursar/Student Financial Affairs: [bursar@ncc.edu](mailto:bursar@ncc.edu), 516.572.7326
- Registrar: [registrar@ncc.edu](mailto:registrar@ncc.edu), 516.572.7355

## Records & Registration

Registration is conducted in a credit priority system for currently enrolled students. A student is considered continuing if they have enrolled anytime during the past 4 semesters. Currently enrolled students with the highest number of credits completed will be given the opportunity to register first. Students are strongly urged to comply with their credit priority to ensure optimum advisement and choice of courses. Normally, students who take advantage of their first opportunity to register are able to secure the courses and schedule they desire.

### MyNCC Online System

MyNCC is the online Nassau Community College information and registration system. All students can view available information and perform some functions. Self-service registration is available to many students but may be limited for new students attending NCC or students in certain remediation.

For additional information about MyNCC, see the College's website at [www.ncc.edu/myncc](http://www.ncc.edu/myncc).

## Attendance Regulation

No student shall be awarded academic credit for any course unless properly enrolled (appropriate forms and payment of tuition and fees) on or before the last date for the filing of drop/add forms for the semester in question (first week of fall or spring classes or second day of summer semester).

Entering freshman students will be enrolled for a maximum of 16 semester hours of credits. Academic advisors may, however, recommend a 17 or 18-credit load if the student's high school record indicates an overall average of 85% or higher or for other extenuating circumstances. Written approval of the area department chairperson is required. Continuing and returning students may enroll in no more than 17 credits per semester. In special circumstances, written approval to enroll for 18 credits may be granted by either the department chairperson of the student's area of study or the Director of Academic Advisement or designee. Certain degree programs call for a student to enroll in 18 or more credits as part of his/her recommended progress toward a degree. In these instances a student must obtain the written approval of the department chairperson of the student's area of study. All other students requesting more than 18 credits for a semester must obtain the written approval of the Director of Academic Advisement or the appropriate Academic Affairs Area Dean.

### Admission to Class

Once a semester has begun, and within the drop/add period, students will be admitted to a course only upon the presentation of either a paid, validated receipt from the Bursar's office, or a valid Senior Citizen permit.

### Class Attendance

Students are expected to attend all classes. Absences due to illness or for other serious reasons may be excused at the discretion of the instructor. Students are advised that excessive absences may have a negative impact on their academic performance and/or outcome. Some departments may have additional attendance guidelines and related grading policies. The instructor shall detail the specific attendance policy for his/her class. Students are responsible for all course work missed. Students receiving Veterans Administration educational benefits are reminded of their legal obligation to withdraw officially and to notify the VA Certifying Officials in the Office of the Registrar if there are any changes in enrollment.

### Online and Hybrid Class Attendance

To demonstrate attendance in a distance education class, students must meet one more of the following criteria including but not limited to: physically attending a class where there is an opportunity for direct interaction between the instructor and students; submitting an academic assignment; taking an exam, an interactive tutorial or computer-assisted instruction; attending a study group that is assigned by the institution; participating in an online discussion about academic matters; and initiating contact with a faculty member to ask a question about the academic subject studied in the course.

### Auditing of Classes

Auditors may be permitted in classes under the following conditions:

1. Regular course fees are paid;
2. Section enrollment limits are not exceeded;
3. Auditors are clearly identified to the instructor;
4. Auditors do not preempt seats desired by credit students (i.e. auditors are not admitted until after the drop/add period is completed);
5. No more than five auditors may be permitted in any one section;
6. A grade cannot be subsequently or retroactively awarded. Nassau County residents aged 60 years or older, please see catalog section on "Senior Observers."

### Religious Absences

The laws of the State of New York, Section 224 A of the Education Law, provide that:

1. No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he/ she is unable, because of his/her religious beliefs, to register or attend classes or to participate in any examination, study or work requirements on a particular day or days.
2. Any student in an institution of higher education who is unable, because of his/her religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.
3. It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his/her religious beliefs, an equivalent opportunity to register for classes or make up any examination, study or work requirements which he/she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.
4. If registration, classes, examinations, study or work requirements are held on Friday after four o'clock post meridian or on Saturday, similar or makeup classes, examinations, study or work requirements or opportunity to register shall be made available on other days, where it is possible and practical to do so. No special fees shall be charged to the student for these classes, examinations, study or work requirements or registration held on other days.
5. In effectuating the provisions of this section, it shall be the duty of the faculty and of the administrative officials of each institution of higher education to exercise the fullest measure of good faith. No adverse or prejudicial effects shall result to any student because of his/her availing himself or herself of the provisions of this section.

6. Any student, who is aggrieved by the alleged failure of any faculty or administrative officials to comply in good faith with the provisions of this section, shall be entitled to maintain an action or proceeding in the Supreme Court of the county in which such institution of higher education is located for the enforcement of his/her rights under this section.
  - **6a.** It shall be the responsibility of the administrative officials of each institution of higher education to give written notice to students of their rights under this section, informing them that each student who is absent from school, because of his/ her religious beliefs, must be given an equivalent opportunity to register for classes or make up any examination, study or work requirements which he/she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to such student such equivalent opportunity.
7. As used in this section, the term "institution of higher education" shall mean any institution of higher education, recognized and approved by the Regents of the University of the State of New York, which provides a course of study leading to the granting of a post-secondary degree or diploma. Such term shall not include any institution which is operated, supervised or controlled by a church or by a religious or denominational organization whose educational programs are principally designed for the purpose of training ministers or other religious functionaries or for the purpose of propagating religious doctrines. As used in this section, the term "religious belief" shall mean beliefs associated with any corporation organized and operated exclusively for religious purposes, which is not disqualified for tax exemption under section 501 of the United States Code.

## Graduation

A minimum cumulative grade point average of 2.0 is required for graduation from both degree and certificate programs. Students are required to complete at least 33 credit hours in residence (i.e. completed at NCC) within the degree programs and 15 credit hours in residence within the certificate programs. If a student believes that all requirements for a degree or certificate will be completed by the end of the fall, spring, or summer semester, he or she must apply for graduation via their MyNCC portal. Students who were admitted under the GED program must apply for the equivalency diploma through the New York State Education Department in order to be subsequently awarded a degree or certificate. The Office of the Registrar can provide the application to apply for the equivalency diploma. The Application for Graduation will be available online until the following deadline dates:

**Fall Semester Graduates – Last Monday in October**

**Spring Semester Graduates – Last Monday in February**

**Summer Semester Graduates – Last Monday in June**

A student who is no longer attending Nassau who has transferred to another higher education institution and who now desires to complete a Nassau Community College degree or certificate program may transfer back no more than 9 credits to complete the degree or 6 credits to complete the certificate. An official transcript from the transferring institution must be submitted to the Registrar before applying for graduation. Only equivalent courses with a grade of "C" or higher relevant to a student's degree or certificate requirements at Nassau Community College will be accepted from other colleges. Under extenuating circumstances, the Office of Academic Affairs may grant permission, in writing, for a student to transfer back more than 9 credits required to complete a Nassau Community College degree or more than 6 credits to complete a certificate program. Transferring back credits does not alter the minimum credits required in residence for degree and certificate programs.

## Graduation & Retention

Under the Student-Right-to-Know Act, the College is required to report data on the cohort (or group) of first-time, full-time degree/certificate-seeking undergraduates and report their status at 150% of the normal time for completion of their program. For associate degree, normal completion time is 2 years.

The most recent cohort for whom data are reported entered in Fall 2012 and their status for Fall 2015 is shown as of August 31, 2015.

STUDENT STATUS	DESCRIPTION	NUMBER OF STUDENTS	PERCENTAGE OF COHORT
<b>INITIAL COHORT</b>	Total first-time, full time undergraduates who began in Fall 2012.	4,217	100.00%
<b>GRADUATES</b>	Total cohort students who graduated from NCC at any time as of Fall 2015.	934	22.15%
<b>TRANSFERS</b>	Total cohort students who transferred to another institution of higher education without graduating from NCC at any time as of Fall 2015.	835	19.80%
<b>COMPLETERS</b>	Combined total of graduates and transfers.	1,769	41.95%

<b>PERSISTERS</b>	Total cohort students still registered at NCC for Fall 2015.	872	20.68%
<b>ATTRITION</b>	Total cohort students not registered at NCC for Fall 2015 who neither graduated nor transferred between Fall 2012 and Fall 2015.	1,576	37.37%

**SOURCE:** IPEDS Graduation Rates 2015-16. The Integrated Postsecondary Education Data System (IPEDS). This is a system of interrelated surveys conducted annually by the U.S. Department of Education's National Center for Education Statistics (NCES). More information may be found at the IPEDS web site: <http://nces.ed.gov/ipeds>

## Residency Requirements, NY State

### Residency Requirements for Tuition Purposes

To be eligible for the resident tuition rate, a student must have one year's legal residency in New York State and six months in the County of Nassau immediately preceding the time of registration for any period of attendance. The legal residency of unmarried students under 21 is deemed to be that of their parents.

New York State students from counties other than Nassau may have the nonresident tuition rate waived by submitting a Certificate of Residency from their home county fiscal office prior to payment of tuition and fees. The submission of a valid Certificate of Residency qualifies students who reside in counties other than Nassau for the Nassau County resident tuition rate.

Applications for a Certificate of Residency are available in the Bursar's Office, Tower, Lower Level and Student Financial Affairs, Tower, 5th floor. For students commencing study in the fall semester, the certificate will cover a full year, including fall and spring semesters and summer sessions. Certificates of Residency must be renewed each year. Individuals on student visas cannot qualify for a Certificate of Residency. Questions about residency status should be directed to the Office of Student Financial Affairs, Tower 5th floor or by telephone at 516.572.7563 or 7326.

## Schedule Changes

### Drop/Add Course Changes

Students are expected to exercise discretion and forethought in the selection of courses and in scheduling their class hours each semester. Changes of schedule will not be permitted after the first week of classes in a regular semester or the second day of classes in a summer semester.

Straight withdrawals, however, may be made at any time in accordance with "Withdrawal Grades" described in a later section of the catalog.

A fee will be charged for all Drop/Add during "Late Period" except "necessary" changes and straight withdrawals (see "Fee Schedule"). Drop/Add may be performed online or, if in person, the form must be submitted to the Office of the Registrar.

### Change of Approved Program

A student wishing to change his/her program should first obtain a Change of Program form at the Registrar's Office or the office of the academic department the student wishes to enter. The form lists the procedures to be followed. See "Grade Point Average" section in this catalog for possible effect on grades.

Students not meeting the initial admission requirement to the new area of study will not be given approval for such a change until they have satisfactorily completed at least 15 credits at the College. The College reserves the right to refuse matriculation or change of program into specific departments because the number of qualified students often exceeds the number of spaces available.

## Transcripts

An unofficial or end of semester grade report is available through MYNCC in using [www.ncc.edu/MyNCC](http://www.ncc.edu/MyNCC). Go to Student Records and click on the desired link. Official transcript requests are available using MyNCC.

Nassau Community College reserves the right to deny copies of official and unofficial transcripts if the student has unpaid financial obligations to the College.

## Veteran Certification

Veterans who have registered for classes should meet with one of the VA Certifying Officials in the Office of the Registrar for VA enrollment certification. Veteran students must bring a copy of their schedule and a print-out of their bill. The NCC VA Certifying Officials are available Monday-Thursday, 8:00 a.m.-4:30 p.m. and Friday 10:00 a.m.-4:30 p.m. These hours are subject to change during the Registration periods. For evening hours, please refer to the Service Hours webpage. The enrollment certification process must be repeated every term.

The College offers numerous curricula leading to the Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.) degrees, as well as special Certificate programs, the requirements for which are listed in this section.

Programmatic requirements vary according to specific curricula. In planning a course of study, students should be guided by specific program requirements listed in this section.

### **LIBERAL ARTS AND SCIENCES**

The College offers two degrees in Liberal Arts and Sciences which provide flexibility in planning a two-year academic program. The degrees are differentiated by the proportion of Liberal Arts and Sciences as mandated by law.

**The Associate in Arts degree in Liberal Arts and Sciences Humanities and Social Science** devotes three-quarters of the coursework to the liberal arts and sciences.

Students pursuing an Associate in Arts degree may prepare for transfer to upper-division study in subject areas such as:

- Anthropology
- Economics
- English
- Finance
- Foreign Languages
- Geography
- History
- Philosophy
- Physical/Health Education
- Political Science
- Psychology
- Sociology

The Associate in Science degree in Liberal Arts and Science Mathematics and Science devotes one-half of the coursework to the Liberal Arts and Sciences.

Students pursuing this degree may prepare for transfer to upper-division study in subject areas such as:

- Biology
- Chemistry
- Engineering
- Mathematics
- Pharmacy
- Physical Sciences
- Physical Therapy
- Physics
- Toxicology

Course Descriptions: Online or PDF

**Associate in Arts Program, Liberal Arts and Sciences:  
Humanities and Social Science**

A.A. Program

Hegis Code: 5649

**Total Credits Required: 64**

- |  |  |
|--|--|
| b. Global Awareness and Non-Western Cultures |  |
| c. Pluralism and Diversity                   |  |

Course Requirements	Credits
<b>Language Arts</b>	
English Composition	6
Literature	3
Communication Arts	3
<b>Humanities</b>	
Nine credits, from at least two different humanities departments and must include at least three credits in the fine and performing arts, no more than three credits in English, and no more than three credits in communications.	9
<b>Natural and Physical Sciences</b>	
One course in laboratory science and one course in laboratory or non-laboratory science.	7-8
<b>Mathematics</b>	
One course in mathematics and one course in mathematics or computer science (only CSC 104 - Programming Logic and Problem Solving, CSC 120 - Computer Science I, or CSC 130 - Computer Science II).	6-8
<b>Social Science</b>	
Four courses from at least three different social science departments and must include at least one course in history.	12
<b>Physical Education</b>	2
<b>Electives</b>	7-16
<b>Culture and Diversity</b>	
Two courses (6 credits) from two of the following three subcategories. Appropriate courses from other categories may be used to satisfy this two-course requirement. No course may be used to satisfy more than one of either a, b, c a. Western Heritage	6

Course Descriptions: Online or PDF

**Associate in Science Program, Liberal Arts and Sciences:  
Mathematics and Science**

A.S. Program

Hegis Code: 5649

**Total Credits Required: 64**

Course Requirements	Credits
<p><b>Mathematics</b> Must be one of the following two-courses sequences: MAT 122 Calculus I - MAT 123 Calculus II</p> <p>or for students not placed on MAT 122 Calculus I: MAT 111 Pre-Calculus - MAT 122 Calculus I, or MAT 117 Engineering Technical Math II - MAT 122 Calculus I</p>	8
<p><b>Natural or Physical Science Sequence</b> Must include at least one of the following two-course sequences: AHS 131 Anatomy and Physiology I - AHS 132 Anatomy and Physiology II,</p> <p>BIO 109 General Biology I - BIO 110 General Biology II,</p> <p>CHE 151 General Chemistry I - CHE 152 General Chemistry II,</p> <p>PHY 101 General Physics I - PHY 102 General Physics II,</p> <p>PHY 122 Engineering Physics I - PHY 123 Engineering Physics II or</p> <p>PHY 151 Physics Science and Math I - PHY 152 Physics Science and Math II</p>	8
<p><b>Science or Mathematics Electives</b> Any of the mathematics or science courses listed above except for:</p> <ul style="list-style-type: none"> <li>• MAT 111 Pre-Calculus or</li> <li>• MAT 117 Engineering Technical Math II.</li> </ul> <p>May include any of the following:</p>	14-16

- AST 101 Solar System Astronomy,
- AST 102 Discovering Stars and Galaxies,
- BIO level 200 or higher,
- CHE level 201 or higher,
- CLI 101 Introduction to Climatology: Climates of the World,
- CSC 120 Computer Science I,
- ENV 101 Introduction to Environmental Science,
- ENV 102 Introduction to Environmental Resources,
- ENV 104 Field Exploration of Environmental Issues around Metro NY,
- GLY 101 Physical Geology,
- GLY 102 Historical Geology,
- GLY 104 Field Laboratory Geology,
- MAT 131 Probability with Statistical Inference,
- MAT level 200 or higher,
- MET 101 Meteorology,
- PHY level 200 or higher.

**English Composition**

6

**Humanities**

6

**Social Science**

6

**Physical Education**

2

**Electives**

0-13

**Other Liberal Arts**

Appropriate courses may be used to satisfy this requirement. No course may be used to satisfy more than one category in this section.

Courses must be selected from at least four attribute types listed below:

- Fine and Performing Arts
- Literature
- Communication Arts
- Culture and Diversity
- Western Heritage
- Global Awareness and Non-Western Cultures

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• Pluralism and Diversity	
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**OFFICE:** Cluster A, Room 3020, 516.572.7544

**CHAIRPERSON:** John DeSpagna, John.DeSpagna@ncc.edu

**FACULTY:** G. Bello, M. Capone, A. DeJoseph, C. Falconetti, S. Gordon, J. Gray, S. Levine, C. Marchese, D. Nugent, M. Teubner

**TECHNICAL ASSISTANT:** R. D'Anna

**COURSES OFFERED:** Accounting (ACC), Business (BUS)

**The following curricula are offered by this Department:**

**Accounting (A.S.)** - This curriculum prepares students for transfer to four-year institutions where they may complete the requirements for a Bachelor's degree with a major in accounting. The program enables the student to partially fulfill the educational requirements for the New York State Certified Public Accounting examination.

**Business Administration (A.S.)** - This program prepares students for transfer to four-year institutions to continue their education in general business areas. Such a program would be suitable for those with career objectives in business management, administration, investments, finance, marketing, or any other position in the business world.

**Business Administration (Cert.)** - This program provides students with the necessary skills for immediate entry into today's business world. Most courses in the program can be applied toward the A.S. degree in Business Administration or the A.A.S. degree in Marketing.

**Business-Accounting (A.S.)** – This curriculum prepares students for transfer to four-year institutions where they may complete the requirements for a Bachelor's degree with a major in accounting. The program enables the student to partially fulfill the educational requirements for the New York Certified Accounting examination.

Course Descriptions: Online or PDF

**Business-Accounting**

A.S. Program

Hegis Code: 5002

**Total Credits: 63**

First Semester	Credits
ACC 101 Accounting I	3
ECO 207 Principles of Macroeconomics	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
LAW 103 Business Law I	3
Mathematics Elective (except MKT 101) <sup>(2)</sup>	3
PED Physical Education Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ACC 102 Accounting II	3
ECO 208 Principles of Microeconomics	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
LAW 104 Business Law II	3
Mathematics Elective <sup>(2)</sup>	3
PED Physical Elective Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
ACC 201 Intermediate Accounting I	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3

CMP 117 Business Computing: Concepts and Applications	4
HED Health Elective	2
SOC 201 Introduction to Sociology or PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
ACC 202 Intermediate Accounting II	3
Elective: any ACC or BUS course	3
Elective <sup>(3)</sup>	3
Elective <sup>(4)</sup>	3
Laboratory Science Elective <sup>(5)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. SUNY GER Mathematics
3. SUNY GER Foreign Language or SUNY GER The Arts
4. SUNY GER Western Civilization or UNY GER American History
5. SUNY GER Natural Sciences

**Business-Business Administration (A.S.)**—This program prepares students for transfer to four-year institutions to continue their education in general business areas. Such a program would be suitable for those with career objectives in business management, administration, investments, finance, marketing, or any other position in the business world.

Course Descriptions: Online or PDF

**Business-Business Administration**

A.S. Program

Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ACC 101 Accounting I	3
BUS 110 Introduction to Business	3
BUS Elective	3
ECO 207 Principles of Macroeconomics	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ACC 102 Accounting II	3
BUS 112 Principles of Management	3
BUS Elective	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT 102 Introduction to Statistics or higher is required	3
PED Physical Education Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
BUS Elective	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ECO 208 Principles of Microeconomics	3

MKT 100 Introduction to Marketing	3
Mathematics Elective <sup>(2)</sup>	3
PED Physical Education Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
CMP 117 Business Computing: Concepts and Applications	4
Elective <sup>(3)</sup>	3
Elective <sup>(4)</sup>	3
Laboratory Science Elective <sup>(5)</sup>	4
LAW 103 Business Law I	3
<b>Total Semester Credits</b>	<b>17</b>

1. Depending on placement
2. SUNY GER Mathematics
3. SUNY GER Foreign Language or SUNY GER The Arts
4. SUNY GER Western Civilization or SUNY GER American History
5. SUNY GER Natural Sciences

**Business Administration (Cert.)** - This program provides students with the necessary skills for immediate entry into today's business world. Most courses in the program can be applied toward the A.S. degree in Business Administration or the A.A.S. degree in Marketing.

Course Descriptions: Online or PDF

**Business Administration**

Certificate Program

Hegis Code: 5004

**Total Credits: 31**

<b>First Semester</b>	<b>Credit</b>
ACC 101 Accounting I	3
BUS 112 Principles of Management	3
ECO 207 Principles of Macroeconomics	3
LAW 103 Business Law I	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credit</b>
ACC 102 Accounting II	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
CMP 117 Business Computing: Concepts and Applications	4
Elective: any BUS/ACC course	3
MKT 100 Introduction to Marketing	3
<b>Total Semester Credits</b>	<b>16</b>

Gainful Employment Disclosure Information

**OFFICE:** Cluster A, Room 2023, 516.572.7288 ext. 0

**CHAIRPERSON:** Noreen Lowey, Noreen.Lowey@ncc.edu

**FACULTY:** L. Bergin, M. Curry, S. Goldson, N. Lowey, K. Tamburello

**TECHNOLOGISTS:** J. Madsen, D. Rabbene - Building A, Room A115

**COURSES OFFERED:** Administrative Business Technology (ABT), Medical Assistant (CMA), Healthcare Administration (HCA), and Health Information Technology (HIT)

The Administrative Business Technology/Health Information Technology Department provides students with the opportunity to acquire the skills and competencies necessary to use computers for professional and personal use; and to obtain employment in an administrative support technology, legal, or medical office environment.

Using state-of-the-art computers and various software applications, students develop expertise in word processing, desktop publishing, web page formatting, and business presentations. Emphasis is placed on administrative support technology, legal, and medical office procedures. In addition, students who wish to continue their education are able to transfer some or all of their credits to four-year institutions. Courses in Health Information Technology (HIT) train workers to become qualified medical coders and health information management professionals. Medical coding (or clinical coding) specialists review and analyze health records to identify relevant diagnoses and procedures.

Each semester students meet on an individual basis with a faculty advisor. This advisement process allows students to become familiar with the specific requirements of their chosen program of study and provides them with an opportunity to review their academic progress and career options.

Along with the career-specific programs listed below, the Administrative Business Technology/Health Information Technology Department offers the following courses to the general public:

- ABT 100 Fundamentals of Keyboarding
- ABT 102 College Keyboarding
- ABT 109 Word Processing Applications
- ABT 110 Integrated Software I
- ABT 113 Word Processing Basics
- ABT 114 Presentation Software Basics
- ABT 115 Spreadsheet Basics
- ABT 116 Database Basics
- ABT 119 Integrated Software II
- ABT 120 Desktop Publishing
- ABT 127 Legal Office Procedures I
- ABT 128 Legal Office Procedures II
- ABT 129 Medical Malpractice Office Procedures
- ABT 230 Web Page Formatting
- ABT 244 Business Writing
- ABT 245 Administrative Management
- ABT 254 Medical Workshop
- CMA 130 CMA Administrative Medical Office Procedures
- HCA 180 Introduction to Healthcare Administration
- HCA 182 Healthcare Resource Management and Strategic Planning
- HCA 184 Healthcare Revenue Cycle
- HCA 187 Topics in Public Health
- HCA 280 Medicolegal Aspects of Healthcare Administration

- HIT 101 Introduction to Health Information Technology
- HIT 151 Medical Terminology
- HIT 154 Computer Software Applications in Healthcare
- HIT 160 Introduction to Healthcare Data Analytics
- HIT 161 Excel and Data Management for Healthcare Data Analytics
- HIT 175 Study of Disease for HIM Professionals

**The following curricula are offered by this Department:**

**Administrative Business Technology - Admin Support (A.A.S.)**

**Administrative Business Technology - Admin Support (Cert.)**

This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, keyboarding, management, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, and web page formatting. During the final semester, all students participate in an internship program. Depending on their major, administrative business technology students intern at local hospitals, medical offices, urgent care centers, law firms, the Nassau County District Attorney's office, and in general offices.

**Administrative Business Technology - Legal (A.A.S.)**

**Administrative Business Technology - Legal (Cert.)**

The legal option offers students the opportunity to learn skills in keyboarding, word processing, and legal office procedures. The legal curriculum concentrates on the areas of civil litigation, wills and probates, and real estate. In addition, students will learn about the Federal and New York Court Systems. Graduates are qualified to work in law firms, which are engaged in general or specialized practice or in legal departments of large corporations, civil service, insurance companies, law publishers, or the courts. During the final semester, all students participate in a legal internship program. Students intern in law firms, the Nassau County District Attorney's office, the Probation Department, or in the Courts.

**Administrative Business Technology - Medical (A.A.S.)**

**Administrative Business Technology - Medical (Cert.)**

The medical curriculum offers students the opportunity to acquire the skills necessary to seek employment in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other healthcare facilities. Students take courses in medical terminology, medical transcription, medical coding, medical billing, and medical office procedures. During the final semester, all students participate in a medical internship program. They intern in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other healthcare facilities.

**Health Information Technology (A.A.S.)**The HIM AAS degree is accredited by The Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM).

The AAS Degree in HIT is designed to prepare students, through coursework and internships, for employment as health information technicians. Health information technicians organize and manage health information data. They ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems. They use various computer applications to assemble, analyze, and categorize patient information for insurance reimbursement purposes, for databases and registries, and to maintain patients' medical and treatment records.

**Program Mission**

The mission of the Health Information Technology program is to provide students with foundational knowledge to develop skills required for entry-level positions in the field of health information management. The students are provided a comprehensive learning experience through structured classroom lecture as well as hands-on internship experience. The curriculum focuses on skills required for employment including health record administration, coding, revenue cycle management, quality assurance, electronic records management and patient information privacy and security. Coursework provides knowledge and the skill-based competencies necessary for successful completion of the national health information technician and coding credentialing exams. The HIT program curriculum prepares students for employment directly upon completion of their education, as well as provides transfer paths for those who wish to continue their education at a four-year institution.

**Health Information Technology (Cert.)**

The HIT Certificate is an AHIMA-approved coding program. The Health Information Technology (HIT) Medical Coding certificate is designed for individuals who are interested in working in the field of medical coding. Instruction includes courses in medical terminology, introduction to health information technology, CPT coding, ICD coding, computer software applications in healthcare, reimbursement methodologies, anatomy and physiology, pathophysiology, and pharmacology. During the final semester, students participate in a medical coding internship program. They intern in hospitals, physicians' offices, ambulatory care centers, and other healthcare facilities. Successful completion of the certificate prepares students to sit for the entry-level national coding certification exam CCA (Certified Coding Associate) and provides the educational coursework required for the mastery coding certification exams CCS (Certified Coding Specialist) and CCS-P (Certified Coding Specialist-Physician based). The Comprehensive Coding Program is approved by the AHIMA Professional Certificate Approval Program (PCAP). This designation acknowledges the coding program as having been evaluated by a peer review process using a national minimum set of standards for entry-level coding professionals. This process allows academic institutions to be acknowledged as offering an AHIMA Approved Coding Certificate Program.

Most of these credits may be applied toward a degree in Health Information Technology; students are also eligible to go directly into the workforce.

**Reinforcement Learning Center**

The Reinforcement Learning Center (Cluster A, Room 115) facility is open Monday through Saturday and is staffed by technical assistants who offer reinforcement for all subjects taught in the Administrative Business Technology/Health Information Technology Department. Students in need of assistance in various software programs or who wish to reinforce skills are encouraged to use the Reinforcement Learning Center.

For advisement, email the Administrative Business Technology/Health Information Technology (ABT/HIT) Department at Admin.Bus.Tech@ncc.edu.

**Administrative Business Technology–Admin Support (A.A.S.)**

This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, management, keyboarding, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, and web page formatting. During the final semester, all students participate in an internship program. Depending on their major, administrative business technology students intern at local hospitals, medical offices, urgent care centers, law firms, the Nassau County District Attorney's office, and in general offices.

Course Descriptions: Online or PDF

**ABT - Admin Support**

A.A.S. Program  
Hegis Code: 5005

**Total Credits: 64**

First Semester	Credits
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 120 Desktop Publishing	3
ABT 230 Web Page Formatting	3
ABT 245 Administrative Management	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ABT 109 Word Processing Applications	3
ABT 235 E-Commerce for Office Professionals	3
Administrative Business Technology Elective <sup>(3)</sup>	3
English Elective <sup>(4)</sup>	3
HED Health Elective or PED Physical Education Elective	2
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits

ABT 105 Administrative Business Technology Workshop	3
ABT 110 Integrated Software I	3
ABT 244 Business Writing	3
Administrative Business Technology Elective <sup>(3)</sup>	4
Laboratory Science Elective <sup>(6)</sup>	4
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
ABT 119 Integrated Software II	3
ABT 205 Administrative Business Technology Internship	3
Humanities Elective <sup>(7)</sup>	3
Mathematics Elective <sup>(8)</sup>	3
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>

- Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement should take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information.
- Depending on placement
- Choose from:
  - ABT 127 Legal Office Procedures I
  - ABT 128 Legal Office Procedures II
  - ABT 129 Medical Malpractice Office Procedures
  - ABT 254 Medical Workshop
  - HIT 151 Medical Terminology
  - HIT 154 Computer Software Applications in Healthcare
- Choose from:
  - COM 101 Interpersonal Communications
  - ENG 102 Composition II
  - ENG 103 Writing in the Sciences
  - ENG 105 Grammar: Structure and Strategy
  - ENG 109 The Art of Analysis / Honors English II
- SUNY GER Social Sciences
- SUNY GER Natural Sciences
- SUNY GER Humanities
- SUNY GER Mathematics

**Administrative Business Technology – Admin Support (Cert.)**

This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, management, keyboarding, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, and web page formatting. During the final semester, all students participate in an internship program. Depending on their major, administrative business technology students intern at local hospitals, medical offices, urgent care centers, law firms, the Nassau County District Attorney's office, and in general offices.

Course Descriptions: Online or PDF

**ABT - Admin Support**

Certificate

Hegis Code: 5005

**Total Credits: 33**

First Semester	Credits
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 120 Desktop Publishing	3
ABT 245 Administrative Management	3
Administrative Business Technology Elective <sup>(2)</sup>	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ABT 109 Word Processing Applications	3
ABT 114 Presentation Software Basics	1
ABT 115 Spreadsheet Basics	1
ABT 205 Administrative Business Technology Internship	3
ABT 230 Web Page Formatting	3
Administrative Business Technology Elective <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>14</b>
Third Semester	Credits
ABT 244 Business Writing	4

**Total Semester Credits****4**

## Gainful Employment Disclosure Information

- Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement should take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information.
- Choose from:
  - ABT 105 Administrative Business Technology Workshop
  - ABT 110 Integrated Software I
  - ABT 127 Legal Office Procedures I
  - ABT 128 Legal Office Procedures II
  - ABT 129 Medical Malpractice Office Procedures
  - ABT 254 Medical Workshop
  - HIT 154 Computer Software Applications in Healthcare
- Depending on placement



**Administrative Business Technology – Legal (A.A.S.)**

The legal option offers students the opportunity to learn skills in keyboarding, word processing, and legal office procedures. The legal curriculum concentrates on the areas of civil litigation, wills and probates, and real estate. In addition, students will learn about the Federal and New York Court Systems. Graduates are qualified to work in law firms, which are engaged in general or specialized practice or in legal departments of large corporations, civil service, insurance companies, law publishers, or the courts. During the final semester, all students participate in a legal internship program. Students intern in law firms, the Nassau County District Attorney's office, the Probation Department, or in the Courts.

Course Descriptions: Online or PDF

**ABT – Legal**

A.A.S. Program  
Hegis Code: 5005

**Total Credits: 64**

First Semester	Credits
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 127 Legal Office Procedures I	3
ABT 245 Administrative Management	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
LAW 103 Business Law I or LAW 105 Introduction to Current Law or LAW 201 The Nature and Functions of Law	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ABT 109 Word Processing Applications	3
ABT 128 Legal Office Procedures II	3
Administrative Business Technology Elective <sup>(3)</sup>	3
English Elective <sup>(4)</sup>	3
HED Health Elective or PED Physical Education Elective	2
Social Science Elective <sup>(5)</sup>	3

<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
ABT 105 Administrative Business Technology Workshop	3
ABT 110 Integrated Software I	3
ABT 129 Medical Malpractice Office Procedures	3
ABT 244 Business Writing	4
Laboratory Science Elective <sup>(6)</sup>	4
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
ABT 119 Integrated Software II	3
ABT 205 Administrative Business Technology Internship	3
Humanities Elective <sup>(7)</sup>	3
Mathematics Elective <sup>(8)</sup>	3
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>

- Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement need to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information.
- Depending on placement
- Choose from:
  - ABT 120 Desktop Publishing
  - ABT 230 Web Page Formatting
  - ABT 254 Medical Workshop
  - HIT 151 Medical Terminology
- Choose from:
  - COM 101 Interpersonal Communications
  - ENG 102 Composition II
  - ENG 103 Writing in the Sciences
  - ENG 105 Grammar: Structure and Strategy
  - ENG 109 The Art of Analysis / Honors English II
- SUNY GER Social Sciences
- SUNY GER Natural Sciences
- SUNY GER Humanities
- SUNY GER Mathematics

**Administrative Business Technology – Legal (Cert.)**

The legal option offers students the opportunity to acquire computer skills, legal office procedures skills, and to learn about the Federal and New York State Court Systems. The legal curriculum concentrates on the areas of civil litigation, wills and probates, and real estate. Graduates are qualified to work in law firms, which are engaged in general or specialized practice, or in legal departments of large corporations, civil service, insurance companies, law publishers, or the courts. During the final semester, all students participate in a legal internship program. Students intern in law firms, the Nassau County District Attorney's office, the Probation Department, or the Courts.

Course Descriptions: Online or PDF

**ABT - Legal**

Certificate

Hegis Code: 5005

**Total Credits: 33**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 127 Legal Office Procedures I	3
ABT 245 Administrative Management	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
LAW 103 Business Law I or LAW 105 Introduction to Current Law or LAW 201 The Nature and Functions of Law	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
ABT 109 Word Processing Applications	3
ABT 114 Presentation Software Basics	1
ABT 115 Spreadsheet Basics	1
ABT 128 Legal Office Procedures II	3
ABT 129 Medical Malpractice Office Procedures	3
ABT 205 Administrative Business Technology Internship	3
<b>Total Semester Credits</b>	<b>14</b>

<b>Third Semester</b>	<b>Credits</b>
ABT 244 Business Writing	4
<b>Total Semester Credits</b>	<b>4</b>

## Gainful Employment Disclosure Information

1. Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement should take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information.
2. Depending on placement

**Administrative Business Technology – Medical (A.A.S.)**

The medical curriculum offers students the opportunity to acquire the skills necessary to seek employment in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other healthcare facilities. Students take courses in medical terminology, medical transcription, medical coding, medical billing, and medical office procedures. During the final semester, all students participate in a medical internship program. Students intern at local hospitals, medical offices, and urgent care centers.

Course Descriptions: Online or PDF

**ABT - Medical**  
A.A.S. Program  
Hegis Code: 5005

**Total Credits: 64**

First Semester	Credits
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 245 Administrative Management	3
ABT 254 Medical Workshop	3
HIT 151 Medical Terminology	3
Lab Science Elective <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ABT 109 Word Processing Applications	3
Administrative Business Technology Elective <sup>(3)</sup>	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(4)</sup>	3
HIT 156 Medical Coding CPT	3
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
ABT 105 Administrative Business Technology Workshop	3
ABT 110 Integrated Software I	3
ABT 244 Business Writing	4
English Elective <sup>(6)</sup>	3

HIT 170 ICD-10-CM Diagnostic Coding	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
ABT 119 Integrated Software II	3
ABT 205 Administrative Business Technology Internship	3
HED Health Elective or PED Physical Education Elective	2
Humanities Elective <sup>(7)</sup>	3
Mathematics Elective <sup>(8)</sup>	3
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>

- Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information.
- Choose from:
  - AHS 131 Anatomy and Physiology I
  - AHS 225 Medical Concepts and Techniques
  - BIO 101 Introduction to College Biology I
- Choose from:
  - ABT 120 Desktop Publishing
  - ABT 127 Legal Office Procedures I
  - ABT 129 Medical Malpractice Office Procedures
  - ABT 230 Web Page Formatting
  - HIT 101 Introduction to Health Information Technology
  - HIT 154 Computer Software Applications in Healthcare
  - HIT 158 Reimbursement Methodologies
- Depending on placement
- SUNY GER Social Sciences
- Choose from:
  - COM 101 Interpersonal Communications
  - ENG 102 Composition II
  - ENG 103 Writing in the Sciences
  - ENG 105 Grammar: Structure and Strategy
  - ENG 109 The Art of Analysis / Honors English II
- SUNY GER Humanities
- SUNY GER Mathematics

**Administrative Business Technology – Medical (Cert.)**

The medical curriculum offers students the opportunity to acquire skills necessary to seek employment in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other health facilities. Students take courses in medical terminology, medical transcription, medical coding, medical billing, and medical office procedures. During the final semester, all students participate in a medical internship program. Students intern at local hospitals, medical offices, and urgent care centers.

Course Descriptions: Online or PDF

**ABT - Medical**

Certificate

Hegis Code: 5005

**Total Credits: 34**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding <sup>(1)</sup>	3
ABT 254 Medical Workshop	3
HIT 151 Medical Terminology	3
HIT 156 Medical Coding CPT	3
Lab Science Elective <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
ABT 109 Word Processing Applications	3
ABT 114 Presentation Software Basics	1
ABT 115 Spreadsheet Basics	1
ABT 205 Administrative Business Technology Internship	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(3)</sup>	3
HIT 170 ICD-10-CM Diagnostic Coding	3
<b>Total Semester Credits</b>	<b>14</b>
<b>Third Semester</b>	<b>Credits</b>
ABT 244 Business Writing	4
<b>Total Semester Credits</b>	<b>4</b>

Gainful Employment Disclosure Information

1. Students are expected to type a minimum of 30 words per minute before entering the certificate program. Students who do not meet this requirement should take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. Contact the ABT/HIT Department for placement information
2. Choose from:
  - AHS 131 Anatomy and Physiology
  - AHS 225 Medical Concepts and Techniques
  - BIO 101 Introduction to College Biology I
3. Depending on placement

**Health Information Technology (A.A.S.)**

The AAS Degree in HIT is designed to prepare students, through coursework and internships, for employment as health information technicians. Health information technicians organize and manage health information data. They ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems. They use various computer applications to assemble, analyze, and categorize patient information for insurance reimbursement purposes, for databases and registries, and to maintain patients' medical and treatment records.

The Associate Degree Health Information Management Program is in Candidacy Status, pending accreditation review by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

**Program Mission**

The mission of the Health Information Technology program is to provide students with foundational knowledge to develop skills required for entry-level positions in the field of health information management. The students are provided a comprehensive learning experience through structured classroom lecture as well as hands-on internship experience. The curriculum focuses on skills required for employment including health record administration, coding, revenue cycle management, quality assurance, electronic records management and patient information privacy and security. Coursework provides knowledge and the skill-based competencies necessary for successful completion of the national health information technician and coding credentialing exams. The HIT program curriculum prepares students for employment directly upon completion of their education, as well as provides transfer paths for those who wish to continue their education at a four-year institution. During the final semester, students participate in a medical coding internship program. They intern in hospitals, physicians' offices, ambulatory care centers, and other healthcare facilities.

Course Descriptions: Online or PDF

**Health Information Technology**

A.A.S. Program  
Hegis Code: 5213

**Total Credits: 64**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
HIT 101 Introduction to Health Information Technology	3
HIT 151 Medical Terminology	3
HIT 154 Computer Software Applications in Health Care	3
HIT 156 Medical Coding CPT	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
ENG 100 Enhanced Composition I or	3

ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	
HIT 158 Reimbursement Methodologies	3
HIT 170 ICD-10-CM Diagnostic Coding	3
HIT 270 HIM Regulatory Issues in the Law	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
HIT 171 ICD-10-PCS Procedural Coding	3
HIT 175 Study of Disease for HIM Professionals	3
HIT 260 Quality Management and Organizational Resources in HIM	3
HIT 278 Health Information Management Internship	3
MAT 102 Introduction to Statistics	3
PED Physical Education Elective	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
English Elective <sup>(2)</sup>	3
HIT 258 Medical Coding Internship	3
HIT 272 Advanced Medical Coding	3
Humanities Elective <sup>(3)</sup>	3
PED Physical Education Elective	1
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. Choose from:
  - COM 101 Interpersonal Communications
  - ENG 102 Composition II
  - ENG 103 Writing in the Sciences
  - ENG 109 The Art of Analysis / Honors English II

3. Choose from:
  - SUNY GER The Arts
  - SUNY GER Foreign Language
  - SUNY GER Humanities
4. Choose from:
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilizations
  - SUNY GER American History

**Health Information Technology (Cert.)**

The HIT Certificate is an AHIMA-approved coding program. The Health Information Technology (HIT) Medical Coding certificate is designed for individuals who are interested in working in the field of medical coding. Instruction includes courses in medical terminology, introduction to health information technology, CPT coding, ICD coding, computer software applications in healthcare, reimbursement methodologies, anatomy and physiology, pathophysiology, and pharmacology. During the final semester, students participate in a medical coding internship program. They intern in hospitals, physicians' offices, ambulatory care centers, and other healthcare facilities. Successful completion of the certificate prepares students to sit for the entry-level national coding certification exam CCA (Certified Coding Associate) and provides the educational coursework required for the mastery coding certification exams CCS (Certified Coding Specialist) and CCS-P (Certified Coding Specialist-Physician based).

The Comprehensive Coding Program is approved by the AHIMA Professional Certificate Approval Program (PCAP). This designation acknowledges the coding program as having been evaluated by a peer review process using a national minimum set of standards for entry-level coding professionals. This process allows academic institutions to be acknowledged as offering an AHIMA Approved Coding Certificate Program.

Course Descriptions: Online or PDF

**Health Information Technology**

Certificate Program

Hegis Code: 5213

**Total Credits: 34**

<b>First Semester</b>	<b>Credits</b>
BIO 101 Introduction to College Biology I or AHS 132 Anatomy and Physiology II	4
HIT 101 Introduction to Health Information Technology	3
HIT 151 Medical Terminology	3
HIT 156 Medical Coding CPT	3
<b>Total Semester Credits</b>	<b>13</b>
<b>Second Semester</b>	<b>Credits</b>
HIT 154 Computer Software Applications in Healthcare	3
HIT 158 Reimbursement Methodologies	3
HIT 170 ICD-10-CM Diagnostic Coding	3
HIT 171 ICD-10-PCS Procedural Coding	3
HIT 175 Study of Disease for HIM Professionals	3
<b>Total Semester Credits</b>	<b>15</b>

<b>Third Semester</b>	<b>Credits</b>
HIT 258 Medical Coding Internship	3
HIT 272 Advanced Medical Coding	3
<b>Total Semester Credits</b>	<b>6</b>

Gainful Employment Disclosure Information

**OFFICE:** Building H, Room 124, 516.572.7157

**DEAN:** Kenya Beard, Kenya.Beard@ncc.edu

**FACULTY:** D. Harris

**COURSES OFFERED:** Africana Studies (AFR)

**The following curriculum is offered by this Department:**

Liberal Arts & Sciences: Afro-American Studies (A.A.)

The Department offers three basic options to students:

1. Courses that transfer to a Baccalaureate program in Africana Studies, Elementary or Secondary Education, the Social Sciences or Humanities.
2. Courses relevant to career-oriented training for human service fields such as health, community planning and development, education and social services.
3. Courses to serve as electives in English, Social Science, and Humanities. Africana Studies courses are open to all students.



Course Descriptions: Online or PDF

**Liberal Arts & Science–Afro-American Studies**

A.A. Program

Hegis Code: 5622

**Total Credits 64**

First Semester	Credit
AFR 110 African American Dance Ensemble, Rehearsal and Performance or PED Activity Course(s)	1
AFR 140 African American History I	3
AFR 185 African American Culture	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Humanities Elective (as advised) <sup>(2)</sup>	3
Mathematics Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credit
AFR 141 African American History II	3
AFR 142 History of African Civilization	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective (as advised) <sup>(2)</sup>	3
Mathematics Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credit
AFR 130 African American Literature I	3
AFR 170 Black Social Philosophy	3
Elective (as advised) <sup>(4)</sup>	3
Laboratory Science Elective <sup>(5)</sup>	4

PED Activity Course(s)	1
Social Science Elective (as advised) <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credit
AFR 131 African American Literature II	3
AFR 200 History of the Black Woman I	3
AFR 203 Afro-Caribbean World	3
Laboratory Science Elective <sup>(5)</sup>	4
Social Science Elective (as advised) <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. SUNY GER Humanities
3. SUNY GER Mathematics
4. Choose from:
  - SUNY GER Basic Communication
  - SUNY GER Foreign Language
  - SUNY GER The Arts
  - SUNY GER Other World Civilizations
5. SUNY GER Natural Sciences
6. SUNY GER Social Sciences

**OFFICE:** Cluster E, Room 2225, 516.572.9640

**CHAIRPERSON:** Gary Klinger, Gary.Klinger@ncc.edu

**FACULTY:** F. Bialstock, L. Carlin, D. Cempa-Danziger, K. Coles, C. Confusione, K. Costa, K. D'Albora, G. DeFeo, B. Edward, L. Findlay, J. Gilmartin, G. Gilner, S. Haffner, L. Jacob, A. Jones, C. Kaufmann, L. Lucca, S. Masi, J. McCarthy, W. O'Keefe, K. Santini, K. Satchwill, R. Sparaco, L. Tine, D. Witt, R. Zarco

**CLINICAL INSTRUCTORS:** S. Azmi, G. Hoerning, C. Lamb, D. Miller, D. Palmer, M. Ruane, J. Taylor

**TECHNICAL ASSISTANTS:** A. Donor, M. Dunlop, P. Galvin, A. Ginsburg, P. Goodwin, C. Ripley, J. Slattery

**COURSES OFFERED:** Allied Health Sciences (AHS)

The Department of Allied Health Sciences (AHS) offers six specialized allied health science career programs as well as core courses in anatomy and physiology, medical microbiology and introduction to allied health sciences. AHS career programs are independently accredited by nationally recognized and specialized accrediting bodies and are subject to their respective accreditation requirements and ongoing oversight. Required clinical experience in affiliating institutions is correlated with classroom and laboratory work, and is closely supervised by professional personnel.

#### Departmental Requirements and Guidelines:

1. Applicants to AHS career programs are subject to the admission and re-admission requirements, deadlines, policies and procedures established by their respective academic departments.
2. If the NCC placement examination indicates a need for remediation in English, mathematics, or reading, remediation must be completed before entering AHS career programs.
3. AHS career program students must meet the technical standards of their respective programs, be of good moral character, and may be subject to criminal background checks and random drug screening.
4. AHS career program students must comply with all health requirements of the NCC Department of Student Health Services, the respective AHS career program, and the program's clinical affiliates including those related to training in, and adherence to, Bloodborne Universal Precautions, The Health Insurance Portability and Accountability Act of 1996 (HIPAA) and New York State vaccination requirements.
5. AHS career program students are subject to all administrative, academic, cognitive, technical, behavioral, and professional appearance and dress code standards and requirements published by their respective programs. These include adherence to professional standards of appearance, conduct and behavior in all classroom, laboratory and clinical settings. In accord with the established procedures of their respective program, AHS career program students are subject to disciplinary action or program dismissal for violations of these requirements.
6. Unless a higher minimum grade is established by an individual AHS career program, a minimum grade of "C" is required in all AHS courses to qualify for programmatic advancement
7. AHS career program students are required to supply their own transportation to clinical settings.
8. AHS career program students may be subject to additional fees associated with required: background and/or drug testing; access to clinical record documentation systems; access to

- credential and/or licensure examination review and self-assessment programs; site-imposed fees associated with attendance at clinical affiliates and/or additional medical exams/clearances needed to satisfy clinical site requirements.
9. AHS career program students must supply their own required uniforms and any required accessories and equipment.
  10. No courses in the Department of Allied Health Sciences may be audited with the exception of AHS 131- AHS 132 if approved by the Chairperson.

#### The following curricula are offered by this Department:

**Medical Laboratory Technician (A.A.S.)**– The Medical Laboratory Technician program is a two-year (plus two summer sessions) course of study leading to an Associate in Applied Science degree. The program provides educational course requirements and clinical training for a career as a medical laboratory technician. Students learn the theory and principles of routine laboratory procedures and their role in detection, diagnosis and treatment of disease. They perform tests using contemporary, automated and computerized instrumentation in all sections of the laboratory. The curriculum includes courses in liberal arts and the basic sciences as well as specialized course offerings in the major areas of clinical laboratory science. Students complete a clinical internship in the fourth semester and final summer session at one of several affiliated hospital laboratories. Students who wish to pursue Bachelor Degree programs may do so but should seek advisement. To be eligible for admission to the Medical Laboratory Technician Program, candidates must meet academic requirements, be legally eligible for employment and licensure in the United States at the time of application, and be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Medical Laboratory Technology. Students are admitted in the fall only and must be available for full-time study in the last spring and summer semesters.

The program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), 5600 N. River Road, Suite 720, Rosemont IL, 60018, 773.714.8880. Graduating students are eligible to take all examinations offered for certification and licensure.

**Physical Therapist Assistant (A.A.S.)** - The Physical Therapist Assistant (PTA) is a member of the health care team who provides Physical Therapy under the direction and supervision of a Physical Therapist. The PTA uses a variety of physical therapy interventions to provide treatments to improve the human experience across the lifespan. Interventions may include therapeutic exercises, functional training, manual therapy, and pain relieving modalities. PTA's can work in a variety of settings including sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and health service agencies.

Upon successful completion, the student will receive the Associate in Applied Science (A.A.S) degree, and will be eligible to take the national licensing exam which will lead to certification by the State of New York as a Physical Therapist Assistant. When applying for certification as a PTA, the graduate will be required to show evidence of his or her current name and any previous names used, any criminal records and citizenship or legal status in the United States.

The program is affiliated with more than eighty clinical education sites in Nassau and Suffolk, the five boroughs, and upstate New York. The campus has two laboratories fully equipped with machinery and accessories found in a variety of physical therapy settings.

The PTA courses are offered during the day only. Students are admitted in the fall only and must be available for full-time study in the last semester. The P.T.A. Program has been designed as a career program leading to employment at the end of two years of study. However, after completing additional credits and a bachelor's degree, students will be eligible to apply for competitive transfer into a doctoral level physical therapy program.

The program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703.706.3245; email: accreditation@apta.org; website: [www.capteonline.org](http://www.capteonline.org).

**Radiation Therapy Technology (A.A.S.)** - Radiologic Tech: Radiation Therapy Technology (A.A.S.) - The Radiation Therapy program is a two-year (four semesters and three summer sessions) program leading to the Associate in Applied Science degree. Radiation Therapy courses are only offered during the day and students are admitted to the program during the Fall semester only. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become Registered Radiation Therapists and obtain New York State Licensure. Radiation Therapists primarily treat cancer patients by applying ionizing radiation according to a radiation oncologist's prescription, using a variety of complex treatment techniques and equipment. The Radiation Therapy program combines technical and liberal arts courses given at Nassau Community College with off campus clinical education at various affiliated hospitals and free-standing cancer centers. Students will rotate to different clinical settings ranging throughout Manhattan, Queens, Nassau and Suffolk Counties. The program maintains a fully functional VERT lab (virtual simulation), a state-of-the-art reality training system in radiation therapy, and a physics lab for treatment planning.

An additional \$50 per student OSHA training fee for each clinical rotation may apply. The Test for Essential Academic Skills (TEAS) is required for all applicants.

To be eligible for admission to the Radiation Therapy Program, candidates must meet academic requirements and be 18 years of age by the start of the first day of the first semester. Students must be legally eligible for employment and licensure in the United States at the time of application and be of "good moral character" as defined by the New York State Department of Health, applicable to the profession of Radiation Therapy. An interview is required. Background checks and physicals, including drug testing, are required upon acceptance and is at the cost of the student. Acceptance into the Radiation Therapy program is conditional, based upon the outcome of your background check and drug testing.

This program is accredited by the New York Department of Health and the Joint Committee on Education in Radiologic Technology, [www.jrcert.org](http://www.jrcert.org), 20 N. Wacker Drive, Suite 2850, Chicago, Illinois 60606. All students are expected to follow the policies as set forth in the college catalog and in the Radiation Therapy Student handbook.

**Radiologic Technology (A.A.S.)** - The Radiologic Technology program is a two-year (i.e., four semesters and three summer sessions) program leading to the Associate in Applied Science degree. This is a day only program starting each Fall semester. The curriculum combines liberal arts studies and technical courses with clinical education at affiliated hospitals in Nassau and Suffolk counties. The Radiologic Technology student is trained to work under the supervision of a physician in the diagnostic applications of x-rays. Responsibilities of the Radiologic Technologist include; positioning of patients, handling of complex equipment, and utilizing radiation protection devices. In addition to these technical skills, the technologist's duties require him/her to attend to the physical and emotional needs of patients who are often acutely ill or seriously injured. The program is accredited under the Nassau Community College accreditation granted by The Middle States Association of Colleges and Schools, and by the New York State Department of Health. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become a Registered Radiologic Technologist and to obtain New York State Licensure. Opportunities for professional advancement and continuing education at the B.S. degree level are available.

The program maintains two fully functional radiologic suites. These radiology rooms are designs to give the radiology student a comprehensive training in all aspects of radiology imaging. Both radiology suites are equipped with the latest imaging modalities; DR imaging, CR imaging, and film imaging.

To be eligible for admission to the Radiologic Technology Program, candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Radiologic Technology.

**Respiratory Care (A.A.S.)** - Respiratory Care is an allied health specialty concerned with the performance of diagnostic cardiopulmonary evaluation and respiratory therapy treatment applied to patients with deficiency and abnormalities of the cardiopulmonary system. It includes related education of the patient, family, and public. Cardiopulmonary evaluation includes the acquisition, analysis and interpretation of data obtained from physiologic specimens, performance of diagnostic tests, studies and research of the cardiopulmonary system, as well as neurophysiologic studies related to respiratory care. Specific testing techniques are employed in respiratory care to assist in diagnosis, monitoring treatment and research. This is understood to include measurement of ventilatory volumes, pressures, flows, blood gas analysis and other related physiologic monitoring. Respiratory therapy techniques include the application and monitoring of medical gases and related administration apparatus, environmental control systems, humidification systems, aerosols, inhaled medications, ventilatory support, bronchopulmonary drainage, pulmonary rehabilitation, cardiopulmonary resuscitation and airway management.

The Respiratory Care program is designed to train the student for a career as a respiratory therapist. It is a two-year course of study leading to the Associate in Applied Science (A.A.S.) degree. In addition, graduates are eligible for nationally recognize certification and registration through the National Board for Respiratory Care, and for licensure by the New York State Education Department. To be eligible for admission to the Respiratory Care Program candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined in the New York State Education Law as applicable to the profession of the Respiratory Care, and must pass a criminal background check.

The Respiratory Care curriculum is a balance of courses in the liberal arts and basic sciences as well as more specialized technical and clinical courses. Clinical, laboratory, and classroom training is structured to provide a comprehensive understanding of modern respiratory care techniques. Graduates are trained in diagnostic and therapeutic techniques for adult, pediatric and neonatal patients, and upon graduation are prepared to work in all areas of the field including intensive-critical-emergency care, general respiratory care, and rehabilitation and home care for cardiopulmonary patients. This program is nationally accredited by the Commission on Accreditation for Respiratory Care.

**Surgical Technology (A.A.S.)** - The Surgical Technology student is prepared to assume the role of surgical technologist in any surgical setting. In this program, the student is prepared to function in the areas of scrub, circulating assistant, and second assistant during surgical and obstetrical procedures. The graduate surgical technologist may elect to specialize in a particular area of surgery such as open heart, neuro, eye, orthopedics, and many others. Graduates are also employed in interventional suites, delivery rooms, ambulatory surgery centers, central supply units, organ retrieval/transplant teams, and surgical equipment sales. This two-year program leads to an Associate in Applied Science Degree and is accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).

**CAAHEP contact information:**

Commission on Accreditation of Allied Health Education Programs  
25400 U.S. Highway 19 North, Suite 158  
Clearwater, Florida 33763  
Phone: 727.210.2350  
Fax: 727.210.2354  
[www.caahep.org](http://www.caahep.org)

**ARC/STSA contact information:**

**Accrediting Review Council on Education in Surgical Technology and Surgical Assisting**  
6 W. Dry Creek Circle, Suite #110  
Littleton, CO 80120  
Phone: 303.694.9262  
Fax: 303.741.3655  
[info@arcstsa.org](mailto:info@arcstsa.org)

- The Surgical Technology courses are offered during the day only and students are admitted only in the Fall semester.
- A minimum grade of "C" is required in all AHS courses to qualify for programmatic advancement.
- Graduates are required to take the National Board of Surgical Technology and Surgical Assisting (NBSTSA) National Certifying Examination for Certified Surgical Technologists (CST).
- All candidates must be legally eligible for employment and certification in the United States at the time of application.
- You must be of good moral character as defined in the New York State Education Law as applicable to the profession of Surgical Technology.
- Background checks and random drug testing are required upon acceptance.
- Acceptance into the Surgical Technology program is conditional, based upon the outcome of your background check and random drug testing.
- Meeting all these requirements does not guarantee an interview or acceptance.
- Accepted students must be able to complete the minimum 120 clinical case requirement in the "first scrub" and "second scrub" roles.

- Accepted students are expected to follow the policies as set forth in the college catalog and in the Surgical Technology Student Handbook.

The Surgical Technology Program Student Handbook is available for review for current and potential students. Call 516.572.9640 ext. 26568 for details. The CST is widely recognized in the health care community as the foremost credential for surgical technologists in the nation and required for employment in NYS. Beginning in 2013, the program has annually received the National Merit Award from the National Board of Surgical Technology and Surgical Assisting (NBSTSA) for achieving a 90% or higher graduate pass rate on the Certified Surgical Technologist (CST) examination.

**Surgical Technology Program Learning Outcomes:**

1. Program will prepare competent entry-level professionals in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
2. Students will perform at an acceptable level meeting stated academic, clinical and professional criteria.
3. Students will have the ability to provide a safe patient environment by being proficient in:
  - OR Environment
  - Aseptic Technique
  - Chemical Agents
  - Sterilization
  - Operation of Equipment
  - Instrumentation
  - Transport of Patient
  - Positioning
  - Skin Preparation
  - Drainage Tubes and Devices
  - Surgical Procedures
  - Drugs and Calculations
4. All students will register for, take and pass the NBSTSA National Certification Exam.
5. Graduates will be qualified competent entry level CST personnel.

**Program Effectiveness Trends Data:**

1. Five-Year Average Program Completion Rate: **85%**
2. Five-Year Average Job Placement rate: **97%**
3. Five-Year Average Employer Satisfaction Rate: **100%**
4. Five-Year Average Credentialing Examination pass rate, CST (1st attempt): **98%**
  - **2019 CST Exam Pass Rate (1st attempt): 100%**
5. Five-Year Average Graduate Satisfaction Rate: **99%**

**Medical Laboratory Technician (A.A.S.)**– The Medical Laboratory Technician program is a two-year (plus two summer sessions) course of study leading to an Associate in Applied Science degree. The program provides educational course requirements and clinical training for a career as a medical laboratory technician. Students learn the theory and principles of routine laboratory procedures and their role in detection, diagnosis and treatment of disease. They perform tests using contemporary, automated and computerized instrumentation in all sections of the laboratory. The curriculum includes courses in liberal arts and the basic sciences as well as specialized course offerings in the major areas of clinical laboratory science. Students complete a clinical internship in the fourth semester and final summer session at one of several affiliated hospital laboratories. Students who wish to pursue Bachelor Degree programs may do so but should seek advisement. To be eligible for admission to the Medical Laboratory Technician Program, candidates must meet academic requirements, be legally eligible for employment and licensure in the United States at the time of application, and be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Medical Laboratory Technology. Students are admitted in the fall only and must be available for full-time study in the last spring and summer semesters.

The program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), 5600 N. River Road, Suite 720, Rosemont IL, 60018 - 773.714.8880. Graduating students are eligible to take all examinations offered for certification and licensure.

Course Descriptions: Online or PDF

### Medical Laboratory Technician

A.A.S. Program

Hegis Code: 5205 **Total Credits: 62**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
AHS 201 Clinical Hematology	4
CHE 131 College Chemistry I or CHE 151 General Chemistry I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
AHS 205 Immunohematology	4
CHE 132 College Chemistry II or CHE 152 General Chemistry II	4
Social Science Elective <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>

Summer Session	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
<b>Total Semester Credits</b>	<b>3</b>
Third Semester	Credits
AHS 202 Medical Microbiology	4
AHS 203 Clinical Pathology	3
AHS 206 Clinical Immunology	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>13</b>
Fourth Semester	Credits
AHS 209 Clinical Applications of Medical Lab Science	3
AHS 210 Clinical Internship I	3
AHS 215 Diagnostic Microbiology	3
CHE 221 Clinical Chemistry	4
<b>Total Semester Credits</b>	<b>13</b>
Summer Session	Credits
AHS 211 Clinical Internship II	3
<b>Total Semester Credits</b>	<b>3</b>

1. Depending on placement
2. SUNY GER Social Sciences

**Physical Therapist Assistant (A.A.S.)** - The Physical Therapist Assistant (PTA) is a member of the health care team who provides Physical Therapy under the direction and supervision of a Physical Therapist. The PTA uses a variety of physical therapy interventions to provide treatments to improve the human experience across the lifespan. Interventions may include therapeutic exercises, functional training, manual therapy, and pain relieving modalities. PTA's can work in a variety of settings including sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and health service agencies.

Upon successful completion, the student will receive the Associate in Applied Science (A.A.S) degree, and will be eligible to take the national licensing exam which will lead to certification by the State of New York as a Physical Therapist Assistant. When applying for certification as a PTA, the graduate will be required to show evidence of his or her current name and any previous names used, any criminal records and citizenship or legal status in the United States.

The program is affiliated with more than eighty clinical education sites in Nassau and Suffolk, the five boroughs, and upstate New York. The campus has two laboratories fully equipped with machinery and accessories found in a variety of physical therapy settings.

The PTA courses are offered during the day only. Students are admitted in the fall only and must be available for full-time study in the last semester. The P.T.A. Program has been designed as a career program leading to employment at the end of two years of study. However, after completing additional credits and a bachelor's degree, students will be eligible to apply for competitive transfer into a doctoral level physical therapy program.

The program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703.706.3245; email: accreditation@apta.org; website: [www.capteonline.org](http://www.capteonline.org).

Course Descriptions: Online or PDF

**Physical Therapist Assistant**

A.A.S. Program  
 Hegis Code: 5219  
 Total Credits: 64

Summer Session	Credits
AHS 131 Anatomy and Physiology I	4
Humanities Elective	3
<b>Total Semester Credits</b>	<b>7</b>
<b>Fall Semester</b>	
(First Year)	
AHS 101 Introduction to Allied Health Science	3
AHS 151 Physical Therapist Assistant I	4
AHS 234 Kinesiology	4
ENG 100 Enhanced Composition I or	3

ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	
<b>Total Semester Credits</b>	<b>14</b>
<b>Spring Semester</b>	
(First Year)	
AHS 132 Anatomy and Physiology II	4
AHS 152 Physical Therapist Assistant II	7
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>14</b>
<b>Summer Session</b>	
(Session I)	
AHS 154 Physical Therapist Assistant IV	3
<b>Fall Semester</b>	
(Second Year)	
AHS 153 Physical Therapist Assistant III	3
AHS 155 Physical Therapist Assistant V	4
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Mathematics (as advised)	3
<b>Total Semester Credits</b>	<b>13</b>
<b>Spring Semester</b>	
(Second Year 1st 7 1/2 weeks)	
AHS 156 Physical Therapist Assistant VI	4
SPS 201 Perspectives on People with Disabilities	3
<b>Total Semester Credits</b>	<b>7</b>
<b>Spring Semester</b>	
(Second Year. Last 12 weeks)	

AHS 157 Physical Therapist Assistant VII	3
AHS 158 Physical Therapist Assistant VIII	3
<b>Total Semester Credits</b>	<b>6</b>

**NOTE:**

Either HED 292 (Safety and First Aid, 3 credits) and AHS 100 (CPR and Basic Cardiac Life Support, 1 credit) or First Aid and Safety offered by the American Red Cross and CPR for Allied Health Professionals offered by the American Heart Association must be completed as part of this program.

1. Depending on placement

**Radiologic Technology (A.A.S.)** - The Radiologic Technology program is a two-year (i.e., four semesters and three summer sessions) program leading to the Associate in Applied Science degree. This is a day only program starting each Fall semester. The curriculum combines liberal arts studies and technical courses with clinical education at affiliated hospitals in Nassau and Suffolk counties. The Radiologic Technology student is trained to work under the supervision of a physician in the diagnostic applications of x-rays. Responsibilities of the Radiologic Technologist include; positioning of patients, handling of complex equipment, and utilizing radiation protection devices. In addition to these technical skills, the technologist's duties require him/her to attend to the physical and emotional needs of patients who are often acutely ill or seriously injured. The program is accredited under the Nassau Community College accreditation granted by The Middle States Association of Colleges and Schools, and by the New York State Department of Health. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become a Registered Radiologic Technologist and to obtain New York State Licensure. Opportunities for professional advancement and continuing education at the B.S. degree level are available.

The program maintains two fully functional radiologic suites. These radiology rooms are designed to give the radiology student a comprehensive training in all aspects of radiology imaging. Both radiology suites are equipped with the latest imaging modalities; DR imaging, CR imaging, and film imaging. To be eligible for admission to the Radiologic Technology Program, candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Radiologic Technology.

Course Descriptions: Online or PDF

### Radiologic Technology

A.A.S. Program  
Hegis Code: 5207  
**Total Credits: 67**

First Semester	Credits
AHS 101 Introduction to Allied Health Science	3
AHS 131 Anatomy and Physiology I	4
AHS 240 Radiologic Technology I Lecture	3
AHS 241 Radiologic Technology I Laboratory Clinic	5
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
AHS 242 Radiologic Technology II Lecture	3
AHS 243 Radiologic Technology II Laboratory Clinic	5

ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
AHS 244 Radiologic Technology III Summer Clinic	5
Third Semester	Credits
AHS 245 Radiologic Technology IV Lecture	3
AHS 246 Radiologic Technology IV Laboratory Clinic	6
MAT 101 Concepts of Mathematics	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
AHS 247 Radiologic Technology V Lecture	3
AHS 248 Radiologic Technology V Laboratory Clinic	6
Humanities Elective	3
<b>Total Semester Credits</b>	<b>12</b>
Summer Session	Credits
AHS 249 Radiologic Technology VI Summer Clinic	5
<b>Total Semester Credits</b>	<b>5</b>

1. Depending on placement



**Radiologic Tech: Radiation Therapy Technology (A.A.S.) - Radiologic Tech: Radiation Therapy Technology (A.A.S.) -** The Radiation Therapy program is a two-year (four semesters and three summer sessions) program leading to the Associate in Applied Science degree. Radiation Therapy courses are only offered during the day and students are admitted to the program during the Fall semester only. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become Registered Radiation Therapists and obtain New York State Licensure. Radiation Therapists primarily treat cancer patients by applying ionizing radiation according to a radiation oncologist's prescription, using a variety of complex treatment techniques and equipment. The Radiation Therapy program combines technical and liberal arts courses given at Nassau Community College with off campus clinical education at various affiliated hospitals and free-standing cancer centers. Students will rotate to different clinical settings ranging throughout Manhattan, Queens, Nassau and Suffolk Counties. The program maintains a fully functional VERT lab (virtual simulation), a state-of-the-art reality training system in radiation therapy, and a physics lab for treatment planning.

An additional \$50 per student OSHA training fee for each clinical rotation may apply. The Test for Essential Academic Skills (TEAS) is required for all applicants.

To be eligible for admission to the Radiation Therapy Program, candidates must meet academic requirements and be 18 years of age by the start of the first day of the first semester. Students must be legally eligible for employment and licensure in the United States at the time of application and be of "good moral character" as defined by the New York State Department of Health, applicable to the profession of Radiation Therapy. An interview is required. Background checks and physicals, including drug testing, are required upon acceptance and is at the cost of the student. Acceptance into the Radiation Therapy program is conditional, based upon the outcome of your background check and drug testing.

This program is accredited by the New York Department of Health and the Joint Committee on Education in Radiologic Technology, [www.jrcert.org](http://www.jrcert.org), 20 N. Wacker Drive, Suite 2850, Chicago, Illinois 60606. All students are expected to follow the policies as set forth in the College Catalog and in the Radiation Therapy Student handbook.

Course Descriptions: Online or PDF

**Radiologic Tech: Radiation Therapy Technology**

A.A.S. Program  
 Hegis Code: 5207  
 Total Credits: 70

Summer Session (Prior to First Semester)	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT 109 College Algebra and Trigonometry or equivalent	4
<b>Total Semester Credits</b>	<b>7</b>
<b>First Semester</b>	<b>Credits</b>

AHS 101 Introduction to Allied Health Sciences	3
AHS 131 Anatomy and Physiology I	4
AHS 180 Treatment Techniques	1
AHS 181 Radiology and Topographic Anatomy	1
AHS 261 Radiation Therapy Lecture I	3
AHS 262 Radiation Therapy Clinic I	2
<b>Total Semester Credits</b>	<b>14</b>
<b>Second Semester</b>	<b>Credits</b>
AHS 132 Anatomy and Physiology II	4
AHS 168 Introduction to Treatment Planning	3
AHS 263 Radiation Therapy Lecture II	3
AHS 264 Radiation Therapy Clinic II	2
<b>Total Semester Credits</b>	<b>12</b>
<b>Summer Session</b>	<b>Credits</b>
AHS 265 Radiation Therapy Clinic III	5
<b>Third Semester</b>	<b>Credits</b>
AHS 133 Radiation Biology	3
AHS 134 Applied Radiation Physics I	3
AHS 266 Radiation Therapy Lecture III	3
AHS 267 Radiation Therapy Clinic IV	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	<b>Credits</b>
AHS 268 Radiation Therapy Lecture IV	3
AHS 269 Radiation Therapy Clinic V	3

AHS 135 Applied Radiation Physics II	3
Social Science Elective/ Humanities Elective	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Summer Session</b>	<b>Credits</b>
AHS 270 Radiation Therapy Clinic VI	5
<b>Total Semester Credits</b>	<b>5</b>

1. Depending on placement

**Respiratory Care (A.A.S.)** - Respiratory Care is an allied health specialty concerned with the performance of diagnostic cardiopulmonary evaluation and respiratory therapy treatment applied to patients with deficiency and abnormalities of the cardiopulmonary system. It includes related education of the patient, family, and public. Cardiopulmonary evaluation includes the acquisition, analysis and interpretation of data obtained from physiologic specimens, performance of diagnostic tests, studies and research of the cardiopulmonary system, as well as neurophysiologic studies related to respiratory care. Specific testing techniques are employed in respiratory care to assist in diagnosis, monitoring treatment and research. This is understood to include measurement of ventilatory volumes, pressures, flows, blood gas analysis and other related physiologic monitoring. Respiratory therapy techniques include the application and monitoring of medical gases and related administration apparatus, environmental control systems, humidification systems, aerosols, inhaled medications, ventilatory support, bronchopulmonary drainage, pulmonary rehabilitation, cardiopulmonary resuscitation and airway management.

The Respiratory Care program is designed to train the student for a career as a respiratory therapist. It is a two-year course of study leading to the Associate in Applied Science (A.A.S.) degree. In addition, graduates are eligible for nationally recognize certification and registration through the National Board for Respiratory Care, and for licensure by the New York State Education Department. To be eligible for admission to the Respiratory Care Program candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined in the New York State Education Law as applicable to the profession of the Respiratory Care, and must pass a criminal background check. The Respiratory Care curriculum is a balance of courses in the liberal arts and basic sciences as well as more specialized technical and clinical courses. Clinical, laboratory, and classroom training is structured to provide a comprehensive understanding of modern respiratory care techniques.

Graduates are trained in diagnostic and therapeutic techniques for adult, pediatric and neonatal patients, and upon graduation are prepared to work in all areas of the field including intensive-critical-emergency care, general respiratory care, and rehabilitation and home care for cardiopulmonary patients. This program is nationally accredited by the Commission on Accreditation for Respiratory Care.

Course Descriptions: Online or PDF

### Respiratory Care

A.A.S. Program  
Hegis Code: 5215

### Total Credits: 69

Summer Session	Credits
(Prior to First Semester)	
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT 109 College Algebra and Trigonometry	4
<b>Total Semester Credits</b>	<b>7</b>

First Semester	Credits
AHS 101 Introduction to Allied Health Science	3
AHS 111 Respiratory Care I Lecture	3
AHS 116 Respiratory Care I Laboratory	3
AHS 131 Anatomy and Physiology I	4
CHE 131 College Chemistry I	4
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
AHS 104 Fundamentals of Pharmacology and Therapeutics for Respiratory Care	3
AHS 112 Respiratory Care II Lecture	3
AHS 117 Respiratory Care II Laboratory	3
AHS 132 Anatomy and Physiology II	4
<b>Total Semester Credits</b>	<b>13</b>
Summer Session I	Credits
AHS 118 Respiratory Care III Laboratory	2
<b>Total Semester Credits</b>	<b>2</b>
Summer Session II	Credits
AHS 119 Respiratory Care Summer Clinical I	2
Third Semester	Credits
AHS 202 Medical Microbiology	4
AHS 216 Respiratory Care III Lecture	2
AHS 218 Respiratory Care IV Laboratory	3
AHS 219 Respiratory Care Clinical II	2
CHE 132 College Chemistry II	4

<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	<b>Credits</b>
AHS 217 Respiratory Care IV Lecture	2
AHS 220 Respiratory Care Clinical III	3
AHS 221 Respiratory Care Clinical IV	2
COM 101 Interpersonal Communications	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>13</b>

1. Depending on placement

**Surgical Technology (A.A.S.)** - The Surgical Technology student is prepared to assume the role of surgical technologist in any surgical setting. In this program, the student is prepared to function in the areas of scrub, circulating assistant, and second assistant during surgical and obstetrical procedures. The graduate surgical technologist may elect to specialize in a particular area of surgery such as open heart, neuro, eye, orthopedics, and many others. Graduates are also employed in interventional suites, delivery rooms, ambulatory surgery centers, central supply units, organ retrieval/transplant teams, and surgical equipment sales. This two-year program leads to an Associate in Applied Science Degree and is accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).

**CAAHEP contact information:**

Commission on Accreditation of Allied Health Education Programs  
25400 U.S. Highway 19 North, Suite 158  
Clearwater, Florida 33763  
Phone: 727.210.2350  
Fax: 727.210.2354  
[www.caahep.org](http://www.caahep.org)

**ARC/STSA contact information:**

**Accrediting Review Council on Education in Surgical Technology and Surgical Assisting**  
6 W. Dry Creek Circle, Suite #110  
Littleton, CO 80120  
Phone: 303.694.9262  
Fax: 303.741.3655  
[info@arcstsa.org](mailto:info@arcstsa.org)

- The Surgical Technology courses are offered during the day only and students are admitted only in the Fall semester.
- A minimum grade of "C" is required in all AHS courses to qualify for programmatic advancement.
- Graduates are required to take the National Board of Surgical Technology and Surgical Assisting (NBSTSA) National Certifying Examination for Certified Surgical Technologists (CST).
- All candidates must be legally eligible for employment and certification in the United States at the time of application.
- You must be of good moral character as defined in the New York State Education Law as applicable to the profession of Surgical Technology.
- Background checks and random drug testing are required upon acceptance.
- Acceptance into the Surgical Technology program is conditional, based upon the outcome of your background check and random drug testing.
- Meeting all these requirements does not guarantee an interview or acceptance.
- Accepted students must be able to complete the minimum 120 clinical case requirement in the "first scrub" and "second scrub" roles.
- Accepted students are expected to follow the policies as set forth in the college catalog and in the Surgical Technology Student Handbook.

The Surgical Technology Program Student Handbook is available for review for current and potential students. Call 516.572.9640 ext. 26568 for details. The CST is widely recognized in the health care community as the foremost credential for surgical technologists in the nation and required for employment in NYS. Beginning in 2013, the program has annually received the National Merit Award from the National Board of Surgical Technology and Surgical Assisting (NBSTSA) for achieving a 90% or higher graduate pass rate on the Certified Surgical Technologist (CST) examination.

**Surgical Technology Program Learning Outcomes:**

1. Program will prepare competent entry-level professionals in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
2. Students will perform at an acceptable level meeting stated academic, clinical and professional criteria.
3. Students will have the ability to provide a safe patient environment by being proficient in:
  - OR Environment
  - Aseptic Technique
  - Chemical Agents
  - Sterilization
  - Operation of Equipment
  - Instrumentation
  - Transport of Patient
  - Positioning
  - Skin Preparation
  - Drainage Tubes and Devices
  - Surgical Procedures
  - Drugs and Calculations
4. All students will register for, take and pass the NBSTSA National Certification Exam.
5. Graduates will be qualified competent entry level CST personnel.

**Program Effectiveness Trends Data:**

1. Five-Year Average Program Completion Rate: **85%**
2. Five-Year Average Job Placement rate: **97%**
3. Five-Year Average Employer Satisfaction Rate: **100%**
4. Five-Year Average Credentialing Examination pass rate, CST (1st attempt): **98%**
  - **2019 CST Exam Pass Rate (1st attempt): 100%**
5. Five-Year Average Graduate Satisfaction Rate: **99%**

Course Descriptions: Online or PDF

**Surgical Technology**

A.A.S. Program  
Hegis Code: 5211  
**Total Credits: 64**

First Semester	Credits
AHS 101 Introduction to Allied Health Science	3
AHS 121 Surgical Technology I	5
AHS 131 Anatomy and Physiology I	4
Mathematics Elective <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>

<b>Second Semester</b>	<b>Credits</b>
AHS 103 Fundamentals of Pharmacology	3
AHS 122 Surgical Technology II	6
AHS 132 Anatomy and Physiology II	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition/Honors English I <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Third Semester</b>	<b>Credits</b>
AHS 123 Surgical Technology III	8
AHS 202 Medical Microbiology	4
PSY 203 General Psychology I	3
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>18</b>
<b>Fourth Semester</b>	<b>Credits</b>
AHS 124 Surgical Technology IV	8
COM 101 Interpersonal Communications	3
Humanities Elective <sup>(3)</sup>	3
PED Activity Course	1
<b>Total Semester Credits</b>	<b>15</b>

1. SUNY GER Mathematics
2. Depending on placement
3. SUNY GER Humanities

**OFFICE:** Building G, Room 179, 516.572.7162 ext. 0

**CHAIRPERSON:** Izolda Maksym, Izolda.Maksym@ncc.edu

**FACULTY:** C. Cage, T. Emmerson, J. Gorman, A. Guest, I. Maksym, C. McBride, C. Monastra, W. Shillallies, R. Toedter, N. Wasserbauer

**TECHNICAL ASSISTANTS:** L. Chatterton, M. Gallo, M. LaCombe, C. Lawrence, L. Rozzi

**COURSES OFFERED:** Art (ART)

**The following curricula are offered by this Department:**

- Art (A.S.)
- Art Studies (A.A.)
- **Desktop Publishing and Design (Certificate)**
- Graphic Design and Digital Media (A.A.S.)
- **Photography (A.S.)**
- Photography (Certificate)
- Web Design (Certificate)

The Art Department offers courses of study for both the art major and for those wishing to explore the visual arts. Students may choose from A.S. degree programs in Art and in Photography, an A.A.S. degree in Graphic Design and Digital Media, an A.A. degree in Art Studies with an option of concentration in Art History, and Certificate programs in Photography, Desktop Publishing and Design, and Web Design.

Our A.S. degrees, designed for students who intend to pursue a four-year art education, provide a basic foundation across the various disciplines, including drawing, painting, 2D and 3D design, sculpture, ceramics, photography, printmaking, and computer graphics. Courses in Art History, ranging from primitive to contemporary and non-western, are also offered. Students must complete remedial courses in English and Reading before enrolling in any art history courses. The Certificate in Photography (36 credits) is a concentrated area of study for those students planning a more immediate career in this field. Our A.A.S. degree program in Graphic Design and Digital Media provides students with training in desktop publishing and multimedia. Studies include print and graphic design, web design, 3D modeling, animation and interactive design. The Desktop Publishing and Design Certificate provides students with specialized computer skills in typography, page layout, illustration, digital imaging, and printing. This 36 credit certificate program is designed to help prepare students for an entry level position. The Website Design Certificate program provides students with specialized computer skills in web site design, web site component languages and general computer technology in order to better define their own roles in the Industry. This 36-37 credit certificate program is designed to help prepare students for an entry-level position.

The Art facilities, located in the Social Sciences and Visual Arts Building (Bldg. G), contain seven specialized art studios with state-of-the-art equipment; four computer labs covering a range of courses in digital technology; a theater-style art history lecture hall with the latest AV and Smartboard technology, and a Photography complex that includes two professional photography studios, a large black & white darkroom, two computer labs for digital photography and a variety of specialized development and printing areas.

The Plaza Art Gallery, which is operated by the Art Department, offers several art exhibitions yearly and is open to the general public. Art students must complete one questionnaire associated with an art exhibition at the Plaza Art Gallery and attend one Art Forum sponsored by the Art Department each semester. In addition, museum and/or gallery visits and field trips may be required as part of an art instructor's curriculum. Students may also be required to provide supplies and/or equipment for individual use in their courses.

The Art Department requires all art majors to maintain a cumulative 2.0 GPA in their field of study. After one probationary semester, art majors with GPA's below 2.0 will be withdrawn from their major area of study.

Course Descriptions: Online or PDF

**Art\***A.S. Program  
Hegis Code: 5610**Total Credits: 63-65**

First Semester	Credits
ART 105 Principles of 2-Dimensional Design	3
ART 106 Principles of 3-Dimensional Design	3
ART 201 Survey of Art History I	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Mathematics Elective <sup>(2)</sup>	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
ART 111 Drawing I	3
ART 202 Survey of Art History II	3
Art Elective <sup>(3)</sup>	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective <sup>(4)</sup>	4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
ART 112 Drawing II	3
Art Elective <sup>(3)</sup>	3
HED Health Elective	2-3
Humanities Elective <sup>(5)</sup>	3
PED Activity Course(s)	1
Social Science Elective <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>15-16</b>

Fourth Semester <sup>+</sup>	Credits
Art Electives <sup>(3)</sup>	3
Art Electives <sup>(3)</sup>	3
Humanities Elective <sup>(5)</sup>	3
Laboratory Science Elective <sup>(7)</sup>	4
Social Science Elective <sup>(8)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

+Option: Art Internship by referral as a 3cr. Art elective

\*Please check with an Art Department Advisor for the advisement pattern that best suits your area of interest.

- Depending on placement
- SUNY GER Mathematics
- SUNY GER The Arts or SUNY GER Humanities
- SUNY GER Natural Sciences. GSS 108 The Science of Light and Color recommended
- SUNY GER Humanities  
Select one course from the following areas:
  - AFR
  - ART
  - COM
  - DAN
  - ENG
  - FOREIGN LANGUAGE
  - LIB
  - MDC
  - MUS
  - PHI
  - RDG
  - THR
- SUNY GER Western Civilization  
Select one course from the following:
  - HIS 101 History of Western Civilization through the 18th Century
  - HIS 102 History of Western Civilization since the 18th Century
  - HIS 103 History of the United States through the Civil War
  - HIS 104 History of the United States since the Civil War
- SUNY GER Natural Sciences
- SUNY GER Social Sciences  
Select one course from the following areas:
  - AFR
  - ECO
  - FIN
  - GEO
  - HIS
  - IGS
  - POL
  - PSY
  - SOC



Course Descriptions: Online or PDF

**Art Studies**

A.A. Program

Hegis Code: 5610

**Total Credits: 64-65**

First Semester	Credits
ART 111 Drawing I	3
ART 201 Survey of Art History I	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Mathematics Elective <sup>(2)</sup>	3-4
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
Art History Elective <sup>(4)</sup>	3
ART 202 Survey of Art History II	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
HED Health Elective	3
PED Activity Course(s)	1
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
Art History Elective <sup>(4)</sup>	3
English Elective <sup>(6)</sup>	3
Humanities Elective <sup>(7)</sup>	3
Laboratory Science Elective <sup>(8)</sup>	4
PED Activity Course(s)	1
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits

Art History Elective <sup>(4)</sup>	3
English Elective <sup>(6)</sup>	3
Humanities Elective <sup>(9)</sup>	3
Laboratory Science Elective <sup>(10)</sup>	4
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

- Depending on placement
- SUNY GER Mathematics
- SUNY GER Western Civilization  
Select one course from the following:
  - HIS 101 History of Western Civilization through the 18th Century
  - HIS 102 History of Western Civilization since the 18th Century
  - HIS 103 History of the United States through the Civil War
  - HIS 104 History of the United States since the Civil War
- SUNY GER Humanities or SUNY GER The Arts  
Select from the following Art History offerings:
  - ART 102 Art History (Renaissance)
  - ART 103 Art History (Baroque through Realism)
  - ART 104 Art History (Contemporary)
  - ART 124 History of Photography
  - ART 203 Art Beyond the West
- SUNY GER Social Sciences  
Select one course from the following areas:
  - AFR
  - ECO
  - FIN
  - GEO
  - HIS
  - IGS
  - POL
  - PSY
  - SOC
- SUNY GER Basic Communication or SUNY GER Humanities
- SUNY GER Humanities  
Select one course from the following areas:
  - AFR
  - ART
  - COM
  - DAN
  - ENG
  - FOREIGN LANGUAGE
  - LIB
  - MDC
  - MUS
  - PHI
  - RDG
  - THR
- SUNY GER Natural Sciences. GSS 108 The Science of Light and Color recommended.
- SUNY GER Humanities
- SUNY GER Natural Sciences

Course Descriptions: Online or PDF

**Graphic Design and Digital Media**

A.A.S. Program  
 Hegis Code: 5012

**Total Credits: 64-66**

First Semester	Credits
ART 105 Principles of 2-Dimensional Design	3
ART 111 Drawing I or ART 159 Photography I	3
ART 130 Graphic Design I	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition/Honors English I <sup>(1)</sup>	3
MAT Elective <sup>(2)</sup>	3-4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ART 114 Typography for Graphic Design	3
ART 131 Digital Imaging	3
ART 137 Computer Illustration	3
ART 140 Graphic Design II	3
ENG 102 Composition II or ENG 109 The Art of Analysis/ Honors English II	3
HED Health Elective	2-3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
ART 133 Graphic Design III	3
ART 239 Web Design I	3
Commercial Art Elective <sup>(3)</sup>	3
Commercial Art Elective <sup>(3)</sup>	3
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits

ART 240 Portfolio Workshop	3
ART 249 Web Design II	3
Humanities Elective <sup>(5)</sup>	3
Lab Science Elective <sup>(6)</sup>	4
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. SUNY GER Mathematics
3. Commercial Art Elective, select two courses:
  - ART 108 Advertising Art
  - ART 113 Package Design
  - ART 138 3D & Video I
  - ART 237 Digital Video and Special Effects
  - ART 238 3D & Video II
4. SUNY GER Social Sciences  
 Select two courses from the following areas:
  - AFR
  - ECO
  - FIN
  - GEO
  - HIS
  - IGS
  - POL
  - PSY
  - SOC
5. SUNY GER Humanities  
 Select one course from the following areas:
  - AFR
  - ART
  - COM
  - DAN
  - ENG
  - FOREIGN LANGUAGE
  - LIB
  - MDC
  - MUS
  - PHI
  - RDG
  - THR
6. SUNY GER Natural Sciences

Course Descriptions: Online or PDF

**Desktop Publishing & Design**

Certificate Program

Hegis Code: 5012

**Total Credits: 36**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 130 Graphics Design I	3
ART 140 Graphic Design II	3
ART 159 Photography I	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
ART 108 Advertising Art	3
ART 114 Typography for Graphic Design	3
ART 131 Digital Imaging	3
ART 137 Computer Illustration	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Third Semester</b>	<b>Credits</b>
ART 133 Graphic Design III	3
ART 240 Portfolio Workshop	3
Liberal Arts Elective	3
MKT 100 Introduction to Marketing	3
<b>Total Semester Credits</b>	<b>12</b>

Gainful Employment Disclosure Information

Course Descriptions: Online or PDF

**Photography**

A.S. Program

Hegis Code: 5007 **Total Credits: 63-65**

First Semester	Credits
ART 105 Principles of 2-Dimensional Design	3
ART 124 History of Photography	3
ART 159 Photography I	3
ART 160 Black and White Darkroom	3
Mathematics Elective <sup>(1)</sup>	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
ART 111 Drawing I	3
ART 230 Digital Photography II	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
HED Health Elective	2-3
Humanities Elective <sup>(3)</sup>	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>15-16</b>
Third Semester	Credits
ART 231 Digital Photography III	3
ART Photography Elective	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Lab Science Elective <sup>(4)</sup>	4
PED Activity Course(s)	1
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits

ART Photography Elective <sup>(6)</sup>	3
ART Photography Elective <sup>(6)</sup>	3
Humanities Elective <sup>(3)</sup>	3
Laboratory Science Elective <sup>(7)</sup>	4
Social Science Elective <sup>(8)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>

- SUNY GER Mathematics
- Depending on placement
- SUNY GER Humanities  
Please select 1 course from the following areas:
  - AFR
  - ART
  - COM
  - DAN
  - ENG
  - FOREIGN LANGUAGE
  - LIB
  - MDC
  - MUS
  - PHI
  - RDG
  - THR
- SUNY GER Natural Sciences. GSS 108 The Science of Light and Color recommended.
- SUNY GER Western Civilization  
Please select 1 course from the following:
  - HIS 101 History of Western Civilization through the 18th Century
  - HIS 102 History of Western Civilization since the 18th Century
  - HIS 103 History of the United States through the Civil War
  - HIS 104 History of the United States since the Civil War
- SUNY GER The Arts  
Photography Electives, please select 3 courses:
  - ART 142 Art Internship (by referral)
  - ART 226 Experimental Photography
  - ART 227 Studio Photography
  - ART 228 Documentary Photography
  - ART 229 View Camera
- SUNY GER Natural Sciences
- SUNY GER Social Sciences  
Please select 1 course from the following areas:
  - AFR
  - ECO
  - FIN
  - GEO
  - HIS
  - IGS
  - POL
  - PSY
  - SOC

Course Descriptions: Online or PDF

### Photography

Certificate

Hegis Code: 5007

**Total Credits: 36**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 124 History of Photography	3
ART 159 Photography I	3
ART 160 Black and White Darkroom	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
ART 111 Drawing I	3
ART 230 Digital Photography II	3
ART Photography Elective <sup>(1)</sup>	3
Liberal Arts Elective	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Third Semester</b>	<b>Credits</b>
ART 231 Digital Photography III	3
ART Photography Elective <sup>(1)</sup>	3
ART Photography Elective <sup>(1)</sup>	3
Liberal Arts Elective	3
<b>Total Semester Credits</b>	<b>12</b>

#### Gainful Employment Disclosure Information

1. Photography Electives, please select 3 courses:
  - ART 142 Art Internship (by referral)
  - ART 226 Experimental Photography
  - ART 227 Studio Photography
  - ART 228 Documentary Photography
  - ART 229 View Camera

Course Descriptions: Online or PDF

**Website Design**

Certificate Program

Hegis: 5012

**Total Credits: 36-37**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 130 Graphic Design I	3
ART 131 Digital Imaging	3
CSC 104 Programming Logic and Problem Solving	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
ART 137 Computer Illustration	3
ART 239 Web Design I	3
MAT Elective	3-4
Web Design Elective <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>12-13</b>
<b>Third Semester</b>	<b>Credits</b>
ART 249 Web Design II	3
ABT 235 E-Commerce for Office Professionals	3
Web Design Elective <sup>(1)</sup>	3
Web Design Elective <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>12</b>

## Gainful Employment Disclosure Information

- Choose from:
  - ABT 230 Web Page Formatting
  - ART 114 Typography for Graphic Design
  - ART 133 Graphic Design III
  - ART 138 3D & Video I
  - ART 140 Graphic Design II
  - ART 237 Digital Video and Special Effects
  - ART 238 3D & Video II
  - ITE 101 Introduction to Information Technology
  - ITE 154 Web Programming I
  - ITE 213 Data Communications and the Internet

**OFFICE:** Cluster F, Room 2230, 516.572.7575

**CHAIRPERSON:** Jacqueline Lee, Jacqueline.Lee@ncc.edu

**FACULTY:** D. Deal, W. Doody, R. Gonzalez, D. Jones, C. Kelly, J. Lee, J. Perrotto, K. Prabhakar, K. Reiser, S. Smolin, J. Spano, C. Tuailleon, C. Weinstein, B. Woelker

**TECHNICAL ASSISTANTS:** M. Landau, D. Renwick, A. Thelian, C. Thurber, M. Wetherell

**COURSES OFFERED:** Biology (BIO)

The Department of Biology provides a strong program designed to enable students to transfer to an upper division college of their choice. Offering a wide variety of courses, the Biology Department seeks to serve those students wishing to pursue a career in the biological sciences as well as those students who simply wish to explore the field of biology. Whether designed for the science student or the non-science student, all of our laboratory courses will satisfy the science requirement for an associate degree and all Biology courses can be used for elective credit. As a service for students pursuing a career in the biological sciences, the Biology Department has developed articulation agreements with various branches of SUNY, Albany and Stony Brook for example, and many of the local private institutions.

In addition to providing students with the course work necessary for career preparation, the Biology Department offers extensive career advisement for all areas of the biological sciences. Students preparing for careers in areas such as medicine, dentistry, chiropractic, podiatry, veterinary medicine, pharmacy, forestry, environmental science, biological research, etc., are encouraged to see departmental advisors. The Department also houses a modern and fully functional transmission and scanning electron microscope facility and a 3-D visualization theater.

**The following curriculum is offered by this Department:** Biology (A.S.)

Course Descriptions: Online or PDF

**Biology**

A.S. Program

Hegis Code: 5604

**Total Credits: 64-65**

First Semester	Credits
BIO 109 General Biology I	4
CHE 151 General Chemistry I	4
ENG 100 Enhanced Composition I, ENG 101 Composition I, or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT Elective <sup>(2)</sup>	4
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>18</b>
Second Semester	Credits
BIO 110 General Biology II	4
CHE 152 General Chemistry II	4
ENG 102 Composition II, ENG 103 Writing in the Sciences, or ENG 109 The Art of Analysis / Honors English II	3
MAT Elective <sup>(2)</sup>	4
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
BIO [200-level] Elective <sup>(4)</sup>	4
CHE 201 Organic Chemistry I	5
Elective	3
Humanities Elective <sup>(5)</sup>	3
PED Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
BIO [200-level] Elective <sup>(4)</sup>	3-4
CHE 202 Organic Chemistry II	5

Humanities Elective <sup>(5)</sup>	3
PED Activity	1
<b>Total Semester Credits</b>	<b>12-13</b>

- Depending on placement
- SUNY GER Mathematics. Two semesters of Mathematics from the following:
  - MAT 111 Pre-Calculus
  - MAT 122 Calculus I
  - MAT 123 Calculus II
- Choose two courses - must be from different categories:
  - SUNY GER Social Sciences
  - SUNY GER Other World Civilizations
  - SUNY GER Western Civilization
  - SUNY GER American History
- Bio [200-level] electives - choose from:
  - BIO 200/SCI 200 Experimental Research Methods
  - BIO 201 Anatomy
  - BIO 202 Physiology
  - BIO 209 Principles of Nutritional Science
  - BIO 210 Current Concepts in Nutritional Science
  - BIO 211 Developmental Biology
  - BIO 212 Comparative Anatomy
  - BIO 214 Microbiology
  - BIO 215 Histology
  - BIO 216 Parasitology
  - BIO 219 Field Biology
  - BIO 221 Transmission Electron Microscopy
  - BIO 222 Scanning Electron Microscopy
  - BIO 231 Biotechnology: Recombinant DNA Science
- Choose two courses - must be from different categories:
  - SUNY GER Humanities
  - SUNY GER The Arts
  - SUNY GER Foreign Languages



**OFFICE:** Life Science Building, Room 220, 516.572.7580

**CHAIRPERSON:** Dr. Alfredo Mellace, Alfredo.Mellace@ncc.edu

**FACULTY:** T. Black, D. Eilerman, V. Giannasio, C. Hicks, A. Mellace, D. Resch, E. Shenal

**TECHNICAL ASSISTANTS:** M. Beck, V. Sanchioli, R. Tavitian

**COURSES OFFERED:** Chemistry (CHE)

Students studying chemistry may elect to pursue the A.A. or A.S. degree. Graduates pursue careers in education, industry, government, environmental science, health sciences, medicine, dentistry, pharmacy, and veterinary medicine. The Department operates an experimental complex consisting of six teaching laboratories and support facilities, including equipment required for instrumental analysis and medical laboratory analysis. Chemistry students who enter the College with less than three years of high school mathematics should select mathematics by advisement. Students may not enroll in any chemistry courses while taking any remedial courses. Curriculum and program selections should be made in consultation with a departmental advisor. Consumer Chemistry, CHE 108, and Contemporary Topics in Chemistry, CHE 109, fulfill the science requirements. All chemistry courses may be applied toward the College's laboratory science degree requirements. Facilities on campus include the Chemistry Department Learning Center with tutorial support located in C-115.

**OFFICE:** Building H, Room 203, 516.572.7170

**CHAIRPERSON:** Jill Burgreen, Jill.Burgreen@ncc.edu

**FACULTY:** E. Bogin, V. Chai, J. Cohen, J. Coppolino, P. Euler, J. Farrell Leontiou, F. Gulinello, R. Kane, S. Lewis, A. Moore, A. Naiman, L. O'Connell, D. O'Connor, S. Ogumah, D. Panzer, S. Samuels, J. Strahl, T. Webb

**TECHNICAL ASSISTANTS:** K. Beckman, P. D'Angelo

**COURSES OFFERED:** Communications (COM), American Sign Language (ASL)

Through the study and application of communications processes, content, and media, communications courses guide the student toward a better understanding of self and society and help develop more effective communications skills.

The department offers Associate of Arts Degrees in three areas: Communication Arts, American Sign Language and Media Studies. Moreover, courses are offered in areas such as: speech pathology, linguistics, business communications, culture and TV/film production.

The Communication Lab is a state-of-the art computer lab which is available to, and supports, all students enrolled in communication courses. The lab has audio and video supplementary materials and software programs where students complete required course work and may also receive one-to-one assistant with course related assignments. The Communications Lab is located in Building F, Room 117. To verify hours, call 516.572.5422. Lab attendance is required for all ASL classes.

Field trips required for:

- ASL 152 American Sign Language I,
- ASL 153 American Sign Language II,
- ASL 252 American Sign Language III, and
- ASL 253 American Sign Language IV.

**The following curricula are offered by this Department:**

- American Sign Language (AA)
- Communication Arts (AA)
- Media (AA)

Course Descriptions: Online or PDF

**American Sign Language**

A.A. Program

Hegis Code: 5599

**Total Credits: 62-65**

First Semester	Credits
ASL 152 American Sign Language I <sup>(1)</sup>	3
COM 101 Interpersonal Communications	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
Mathematics Elective <sup>(3)</sup>	3-4
PED Activity Course(s)	1
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ASL 153 American Sign Language II <sup>(1)</sup>	3
ASL 226 Communications and Culture in the Deaf Community <sup>(1)</sup>	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective or Mathematics Elective <sup>(4)</sup>	3-4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>13-14</b>
Third Semester	Credits
ASL 252 American Sign Language III <sup>(1)</sup>	3
COM 220 Communication and Language	3
English Elective <sup>(5)</sup>	3
Laboratory Science Elective <sup>(6)</sup>	4
PSY 203 General Psychology I	3

<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
ASL 253 American Sign Language IV <sup>(1)</sup>	3
General Electives <sup>(7)</sup>	6
HED Health Elective	2-3
Social Science Electives <sup>(8)</sup>	6
<b>Total Semester Credits</b>	<b>17-18</b>

1. These classes may not be offered every semester
  - ASL 252 American Sign Language III and ASL 253 American Sign Language IV will be offered at least once a year.
  - Placement by departmental advisement
2. Depending on placement
3. SUNY GER Mathematics
4. SUNY GER Mathematics or SUNY GER Natural Sciences
5. Recommended:
  - ENG 226 Introduction to Linguistics and Semantics II
6. SUNY GER Natural Sciences
7. Recommended general elective:
  - COM 222 Nonverbal Communication
8. Two courses (6 credits) from two of the following three sub categories:
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilizations
  - SUNY GER American History specific

Course Descriptions: Online or PDF

**Communication Arts**

A.A. Program

Hegis Code: 5008

**Total Credits: 62-65**

First Semester	Credits
COM 101 Interpersonal Communications	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Humanities Elective <sup>(2)</sup>	3
Mathematics Elective <sup>(3)</sup>	3-4
PED Activity Course(s)	1
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
COM 103 Public Speaking	3
ENG 102 English Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective or Mathematics Elective <sup>(5)</sup>	3-4
PED Activity Course(s)	1
Social Science Elective <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>13-14</b>
Third Semester	Credits
Two COM courses <sup>(7)</sup>	6
English Elective	3
Laboratory Science Elective <sup>(8)</sup>	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
One COM course <sup>(7)</sup>	3

English or General Elective	3
General Elective	3
HED Health Elective	2-3
Humanities Elective <sup>(9)</sup>	3
Social Science Elective <sup>(10)</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>

1. Depending on placement
2. Course other than Communications
3. SUNY GER Mathematics
4. SUNY GER Social Sciences
5. SUNY GER Mathematics or SUNY GER Natural Sciences
6. SUNY GER Western Civilization or SUNY GER American History
7. COM course options:
  - COM 119 - Oral Interpretation
  - COM 121 - Small Group Communication
  - COM 123 - Argumentation and Debate
  - COM 124 - Communication for Business and the Professions
  - COM 125 - Effective Listening
  - COM 201 - Voice and Diction
  - COM 202 - Persuasive Speaking
  - COM 203 - Phonetics
  - COM 209 - Introduction to Speech and Hearing Therapy
  - COM 220 - Communication and Language
  - COM 222 - Nonverbal Communication
  - COM 224 - Intercultural Communications
8. SUNY GER Natural Sciences
9. SUNY GER The Arts or SUNY GER Foreign Language specific
10. SUNY GER Other World Civilizations

Course Descriptions: Online or PDF

**Media**

A.A. Program  
Hegis Code: 5008

**Total Credits: 62-65**

Students are advised to check with the Communications Department each semester before they register.

First Semester	Credits
ART 159 Photography I <sup>(1)</sup>	3
COM 103 Public Speaking	3
COM 110 Understanding Mass Media	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
Mathematics Elective <sup>(3)</sup>	3-4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
(Broadcast Production Group) COM 109 Television Journalism or COM 170 Radio Production or COM 171 Television Studio Production or COM 172 Video Field Production	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective or Mathematics Elective <sup>(4)</sup>	3-4
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>12-13</b>
Third Semester	Credits
(Media Studies Group)	
COM 113 Documentary Media	3
ENG 215 Journalism	3
Humanities Elective <sup>(6)</sup>	3

Laboratory Science Elective <sup>(7)</sup>	4
Social Science Elective <sup>(8)</sup>	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
(Film Studies Group)	
COM 104 Film Appreciation or COM 107 Film Production I or COM 112 Film History	3
General Electives <sup>(9)</sup>	6
HED Health Elective	2-3
Social Science Electives <sup>(10)</sup>	6
<b>Total Semester Credits</b>	<b>17-18</b>

1. Or other Art course by advisement
2. Depending on placement
3. SUNY GER Mathematics
4. SUNY GER Natural Sciences or SUNY GER Mathematics
5. SUNY GER Western Civilization
6. Course other than Communications  
Choose from:
  - SUNY GER The Arts
  - SUNY GER Foreign Language specific
7. SUNY GER Natural Sciences
8. SUNY GER Social Sciences
9. Suggested elective include:
  - ART 133 Graphic Design III
  - COM 201 Voice and Diction
  - COM 290 Media Practicum
  - CMP 100 Computing Technology in Today's Society
  - CMP 101 Introduction to Computers
  - ENG 111 Technical Writing
  - ENG 251 Film and Literature
  - MKT 100 Introduction to Marketing
  - MKT 106 Principles of Advertising
  - MKT 138 Public Relations
  - THR 107 Stagecraft
10. SUNY GER Other World Civilizations or SUNY GER American History specific (one of each)

**OFFICE:** Building G, Room 157, 516.572.7179

**CHAIRPERSON:** Robert Costello, Robert.Costello@ncc.edu

**FACULTY:** A. al-Rahman, K. Cho, B. Delmage, J. Ferraro, T. Hoffman, P. Schmidt

**TECHNICAL ASSISTANT:** T. Scarlett

**COURSES OFFERED:** Criminal Justice (CRJ), Fire Science (FRS), Private Security Administration (PSA)

The Criminal Justice Department provides students with instruction in all areas of the criminal justice profession. We offer a broad liberal arts education, together with training and internships in the criminal justice system. The Department thoroughly familiarizes students with the functions of police, courts, correctional programs, law, protection management, crime prevention and their application to the community.

Criminal Justice (A.S.) - Students choosing this program will be prepared for further study in the areas of criminal justice, law, public administration, sociology, or government. The program is best suited for those students planning to transfer to a four-year school, but is often used for entry-level positions in the criminal justice system. All criminal justice majors are required to take at least one class in each of the following areas: Policing, Probation/Parole, Security Administration, in addition to CRJ 105 Foundations of the Justice System, CRJ 212 Research in Crime and Security and CRJ 225 Criminal Law.

Fire Science (A.S.) - The Fire Science Degree (A.S) is designed to help students understand the importance of the fire service in our society. This program prepares students for an opportunity for employment in the Fire service field. The student will receive a strong foundation in liberal arts while gaining specific knowledge in fire science.

The Emergency Management (A.S) - The Emergency Management program (A.S) is designed to help students understand the importance of emergency management in our society. Furthermore, this program prepares students for transfer to a four year degree program or an opportunity for employment in the Emergency Management field. The student will receive a strong foundation in liberal arts while gaining training and specific knowledge in emergency management.

**Criminal Justice (A.S.)** - Students choosing this program will be prepared for further study in the areas of criminal justice, law, public administration, sociology, or government. The program is best suited for those students planning to transfer to a four-year school, but is often used for entry-level positions in the criminal justice system. All criminal justice majors are required to take at least one class in each of the following areas: Policing, Probation/Parole, Security Administration, in addition to CRJ 105 Foundations of the Justice System, CRJ 212 Probation and Parole II and CRJ 225 Criminal Law.

Course Descriptions: Online or PDF

**Criminal Justice**  
A.S. Program  
Hegis Code: 5505

**Total Credits: 63-65**

First Semester	Credits
CRJ 105 (req.)Foundations of the Justice System *	3
CRJ Elective: Police Area of Concentration <sup>(1)</sup>	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English <sup>(2)</sup>	3
Laboratory Science Elective <sup>(3)</sup>	4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
Criminal Justice Elective	3
CRJ Elective: PSA Area of Concentration <sup>(4)</sup>	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective <sup>(3)</sup>	4
PED Activity Course(s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CRJ 225 Criminal Law	3

CRJ Elective: Probation/ Parole/Corrections Area of Concentration <sup>(5)</sup>	3
Humanities Elective <sup>(6)</sup>	3
Mathematics Elective <sup>(7)</sup>	3-4
PED Activity Course(s)	1
Social Science Elective <sup>(8)</sup>	3
<b>Total Semester Credits</b>	<b>16-17</b>
Fourth Semester	Credits
CRJ 212 Research in Crime and Security	3
Criminal Justice Elective	3
HED Elective <sup>(9)</sup>	2-3
Humanities Elective <sup>(10)</sup>	3
Social Science Elective <sup>(11)</sup>	3
<b>Total Semester Credits</b>	<b>14-15</b>

\*Students pursuing the A.S. Degree in Criminal Justice are required to take CRJ 105 Foundations of the Justice System, CRJ 212 Probation and Parole II and CRJ 225 Criminal Law. Additionally, the student must take one course each from the following three areas of concentration: Policing, Probation/Parole/Corrections, Private Security Administration, and two (2) electives in Criminal Justice.

1. Choose from:
  - CRJ 101 Police Organization and Administration
  - CRJ 201 Criminal Investigation
  - CRJ 203 Police and the Community
  - CRJ 221 Police Supervision and Public Relations
2. Depending on placement
3. SUNY GER Natural Sciences
4. Any PSA course
5. Choose from:
  - CRJ 110 Introduction to Correction
  - CRJ 111 Probation and Parole I
  - CRJ 112 Probation and Parole II
  - CRJ 113 Community Based Corrections
  - CRJ 215 Introduction to Juvenile Delinquency and Justice
  - CRJ 216 Investigation Interviewing and Counseling
  - CRJ 217 Contemporary Issues in Corrections
6. SUNY GER Humanities
7. SUNY GER Mathematics
8. SUNY GER Social Sciences
9. Choose from:
  - HED 200 Concepts of Healthful Living and Stress Management
  - HED 201 Personal and Family Health
  - HED 251 Human Sexuality
  - HED 271 Alcoholism, Addictions and Abusive Behaviors
  - HED 293 Community Health
10. SUNY GER The Arts

11. SUNY GER Western Civilization or SUNY GER American History



**The Emergency Management program (A.S)** is designed to help students understand the importance of emergency management in our society. Furthermore, this program prepares students for transfer to a four year degree program or an opportunity for employment in the Emergency Management field. The student will receive a strong foundation in liberal arts while gaining training and specific knowledge in emergency management.

Course Descriptions: Online or PDF

### Emergency Management

A.S. Program

Hegis Code: 5508

**Total Credits: 62-63**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HED or PED Elective	1
ITE 101 Introduction to Information Technology or CMP 103 Microcomputer Hardware and Software	3
MAT 102 Introduction to Statistics	3
PSA 225 Introduction to Emergency Management	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
FRS 101 Introduction to the Fire Service	3
Humanities Elective <sup>(2)</sup>	3
Laboratory Science Elective <sup>(3)</sup>	4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
COM 103 Public Speaking	3
CRJ or FRS Elective	3

FRS 102 Fire Safety and Tactics	3
General Elective <sup>(4)</sup>	3
PSA 111 Introduction to Security	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
CET 101 Residential Construction Methods	2
General Elective <sup>(4)</sup>	3
HED or PED Elective	1
Math Elective <sup>(5)</sup>	3
PSA 231 Arson Investigation Safety Management OSHA (Federal and State)	3
Science Elective <sup>(6)</sup>	3-4
<b>Total Semester Credits</b>	<b>15-16</b>

1. Depending on placement
2. SUNY GER Humanities
3. SUNY GER Natural Sciences  
Any four credit Lab Science course
4. Choose two of the following and use one of them only once:
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilizations
  - SUNY GER American History
  - SUNY GER Foreign Languages
  - SUNY GER The Arts
5. SUNY GER Mathematics
6. SUNY GER Natural Sciences

**The Fire Science Degree (A.S.)**—This program is designed to help students understand the importance of the fire service in our society. This program prepares students for an opportunity for employment in the Fire service field. The student will receive a strong foundation in liberal arts while gaining specific knowledge in fire science.

Course Descriptions: Online or PDF

**Fire Science**

A.S. Degree

Hegis Code: 5507

**Total Credits: 63-64**

First Semester	Credits
BUS 112 Principles of Management	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
FRS 101 Introduction to Fire Science	3
Mathematics Elective <sup>(2)</sup>	3
PED Activity Elective <sup>(3)</sup>	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
FRS 102 Fire Safety and Tactics	3
Humanities Elective <sup>(4)</sup>	3
PSA 225 Introduction to Emergency Management	3
Science Elective <sup>(5)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
CHE 107 Introduction to Chemistry	4
FRS 201 High Rise/Structures and Systems	3
FRS 202 Fire Protection and Detection Systems	3
HED 292 Safety and First Aid	3

Mathematics Elective <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
FRS 203 Hazardous Materials in the Fire Service	3
HED 201 Personal and Family Health or HED 251 Human Sexuality	2-3
PED 273 Basic Swimming and Rescue Technique I	1
PSA 231 Arson Investigation Safety Management OSHA (Federal and State)	3
SOC 201 Introduction to Sociology	3
Social Science Elective <sup>(7)</sup>	3
<b>Total Semester Credits</b>	<b>15-16</b>

1. Depending on placement
2. SUNY GER Mathematics
3. Recommended: PED 218 Men's Physical Conditiong/Weight Training
4. SUNY GER The Arts
5. SUNY GER Natural Sciences
6. SUNY GER Mathematics  
Recommended: MAT 102 Introduction to Statistics
7. Choose from:
  - SUNY GER Western Civilization
  - SUNY GER American History
  - SUNY GER Other World Civilizations

**OFFICE:** Reading - North Hall, Room 205, 516.572.7464

**CHAIRPERSON:** Dr. Cheryl Novins, Cheryl.Novins@ncc.edu

**FACULTY:** A. Bressmer, V. Fasanello, N. Forchelli, S. Fox, S. Ganson, K. Gilpin, K. Golde, E. Hynes-Musnisky, D. Katwala, C. Krupa, V. Lagakis, D. Ledwith, S. Masrour, J. Miller, S. Newlin-Wagner, C. Novins, K. Quinn, G. Siple, J. Stern

**COURSES OFFERED:** Freshman Seminar (NCC), Reading (RDG), and Writing (WRT)

All matriculated students placing into WRT 001 (Foundation of Writing), RDG 001 (Individualized Reading and Study Improvement) and/or RDG 002 (Reading and Studying College Texts) are required to enroll in these courses in their first semester of attendance. These students will be advised by the Department of Critical Reading and Academic Advancement. Students are required to complete their non-credit classes successfully before being permitted to register for the next level of courses in Reading and English. Successful completion of each course is required. If RDG 001 (Individualized Reading and Study Improvement) is the original placement, RDG 002 (Reading and Studying College Texts) is required unless the student is exempted by meeting Department standards. For students for whom English is not their first language, the Department of Reading and Basic Education offers a Reading course, RDG 030 (Rdg ESL 3 - Reading and Study for the Foreign Student), at the college preparatory level of instruction.

The Department of Critical Reading and Academic Advancement also offers several credit-bearing courses:

- RDG 101 Effective College Reading
- RDG 102 Speed Reading
- RDG 103 Reading the New Media
- RDG 104 News on the Net
- NCC 101 Freshman Seminar: The College Experience

#### **The DCRAA Help Center**

The DCRAA Help Center is open to all students who are currently enrolled in a class offered by the department. This lab offers open lab time, one-on-one and group tutoring, and workshops throughout the semester.

#### **The DCRAA Help Center for Students with Disabilities**

The DCRAA Help Center for Students with Disabilities is open to those students in DCRAA courses who self-identify and have documented accommodations for learning disabilities. This lab offers one-on-one tutoring as well as testing accommodations.

For more information, contact the Department of Critical Reading and Academic Advancement at 516.572.7464.

**OFFICE:** Building G, Room 155, 516.572.7181

**CHAIRPERSON:** Darleen Braunshweiger, Darleen.Monaco@ncc.edu

**FACULTY:** T. Ayala, R. Deriso, G. Frost, K. King, E. Weeks, D. Wolman

**COURSES OFFERED:** Economics (ECO), Finance (FIN), Interdisciplinary Global Studies (IGS)

Economics and Finance provide a bridge between the liberal arts and business programs by offering fundamental survey courses to satisfy the degree requirements of both social science and business students. The Department's courses provide an understanding of the origins, characteristics, and functions of economic and financial systems. The courses will enable students to develop critical thinking skills while studying the structure and dynamics of the U.S. and global economies. Economic and financial analyses are used to examine individual, business, and public sector decision-making to ascertain how these decisions impact society.

Liberal arts and non-business students who wish to gain an overview of the economic and financial system in one semester should take Survey of Economics (ECO 100) or any other general theory courses such as: Personal Finance (ECO 110/FIN 110), Introduction to Finance (ECO 111/FIN 111), Economic Development of the United States (ECO 215), Economics of the Developing World (ECO 216), Economic Geography of the World (ECO 222), and History of Economic Thought (ECO 280).

Students who plan to pursue a Baccalaureate degree in Economics, Finance, or Business should begin their studies by taking Principles of Macroeconomics (ECO 207) and Principles of Microeconomics (ECO 208), both of which provide a foundation for more advanced study in economics and finance. Then, after faculty advisement, students may choose from the following: Introduction to Investments (ECO 112 / FIN 112), Economic Statistics (ECO 212), Money and Banking (ECO 213/FIN 213), Corporate Finance (ECO 214 / FIN 214), Economics Development of the United States (ECO 215), Economics of the Developing World (ECO 216), Economic Geography of the World (ECO 222), Introduction to International Economics and Finance (ECO 230/FIN 230), History of Economic Thought (ECO 280), and Cooperative Education Internship (ECO 294/FIN 294). Students wishing to pursue study at the Baccalaureate level in economics or finance should consult an advisor in the Department of Economics and Finance.

**OFFICE:** Cluster D, Room 2087, 516.572.7272, ext 0

**CHAIRPERSON:** Kathleen Gallagher, P.E.,  
Kathleen.Gallagher@ncc.edu

**FACULTY:** C. Atwood, D. Balamore, D. J. Ciardullo, F. Frisenda, K. Gallagher, H. Giordano, C. M. Lee, N. Simon, N. Shah-Giannaris, T. Tweedy

**TECHNOLOGISTS:** Z. Durrani, R. Niemeier, C. Zebuda

**TECHNICAL ASSISTANT:** R. Guarino

**COURSES OFFERED:** Civil Engineering Technology (CET), Computer Repair Technology (CRT), Construction Management, Electrical Engineering Technology (ELT), Engineering Science (ENS), Green Sustainable Design (GSD), General Science Studies (GSS), Multidisciplinary Science (MDS), Physics (PHY), Telecommunications Technology (TCT).

General Science Studies: These courses are 3-credit lecture and 4-credit lecture/laboratory science classes and may fulfill SUNY GenEd requirements. The ranges of four-credit courses that include a lab component offered in this category are: GSS 103/GSS 104 are the Science of Physics I and II; GSS 106 is the Science of Sound and Music GSS 108 is the Science of Light and Color; GSS 111/GSS 112 are the Sciences of Our World I and II; and GSS 120, the Science of Modern Electronics.

The three-credit non-lab science courses include GSS 122 the Science of Energy, GSS 126 Forensic Science, and GSS 128 Green Building Practices. All the courses are specifically designed for the student wishing to gain an understanding of scientific ideas, methodologies, and principles that are specific to a relevant area of interest. A more detailed description of these courses can be found in the College catalog or the College Web-site.

**Multidisciplinary Science Courses (MDS)** are 4-credit Laboratory Science classes and have been approved as SUNY GenEd requirements. There are currently two courses in this area. MDS 101, Connecting the Sciences: a Macroscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of the universe, solar system, and Earth. MDS 102: Connecting the Sciences: A Microscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of life through the organization of atoms into living and nonliving structures. Both of these courses emphasize "hands-on" laboratory investigations. A more detailed description of these courses can be found under course descriptions. For further information, contact MDS Coordinator, Professor Nicole Simon, Cluster D, Room 2093, 516.572.7036, Nicole.Simon@ncc.edu.

**Physics:** The Physics courses available at NCC are designed to satisfy the requirements for instruction in Physics for students in many disciplines and meet the standards for transfer as "general education" courses within the various SUNY institutions. In addition, these courses are acceptable for transfer credit to most private colleges and universities. The sequences available include calculus and non-calculus based courses suitable to majors in Engineering, the Physical Sciences, Biological Sciences, Allied Health Sciences, Mathematics, and Education (High School Teachers of Physics). These courses may also be suitable for those students who have an interest in Physics and would like to satisfy their laboratory science requirement with courses in the discipline.

**Telecommunications courses:** The telecommunication courses at NCC are designed to satisfy the requirements and electives for the Computer Repair Technology program. The courses include basic electronic theory leading up to current and emerging technologies in telecommunications.

**The following curricula are offered by this Department:**

**Civil Engineering Technology (A.A.S.):** The Civil Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] The curriculum is balanced between liberal arts, mathematics, and civil engineering technology courses. Although many enter industry after graduation, others elect to transfer to Baccalaureate programs in engineering technology. Civil Engineering Technology graduates are guaranteed acceptance as juniors at Fairleigh Dickinson and Rochester Institute of Technology. Others have transferred to Pennsylvania State University, New Jersey Institute of Technology, University of North Carolina at Charlotte, and many other colleges. Civil engineering technicians are employed in all phases of the construction industry: small houses, building construction, highways, industrial plants, water supply, and sewage treatment plants. They work as concrete and steel designers, detailers, AutoCAD draftpersons, surveyors, estimators, construction superintendents, inspectors, and sales engineers. Their employers include architects; contractors; consulting engineers; land surveyors; equipment manufacturers; material suppliers; and federal, state, county, and town departments.

- **Course Substitutions:** Course substitutions in the AAS Civil Engineering Technology degree program will be made only for courses with substantial equivalent content (over 80% equivalence to that of the NCC approved course outline) from transfer institutions. Course substitutions will only be granted upon written recommendation and after review of the content by a member of the full-time program faculty. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval. Credit hour equivalence alone will not be an acceptable means to approve a substitution.
- **Life Experience Credit:** Life Experience credit will be made for those students with ten or more years of experience of appropriate breadth and depth of exposure to topics and content in a given course. Life Experience credit is not readily given. Life Experience credit will be granted only upon written recommendation by a member of the full-time program faculty, after review of supporting material supplied by the student. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval. Under no circumstance, will a student receive life experience for a 200-level course with the exception of CET 201 (Construction Estimating), CET 222 (Materials Testing Laboratory) and CET 231 (Elementary Surveying).
- **Prerequisite Waivers:** Course prerequisite waivers will be granted only upon written recommendation by a member of the full-time program faculty, after review of supporting material supplied by the student. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval.

**Computer Repair Technology (A.A.S.):** The Computer Repair Technology curriculum is designed to provide the knowledge and skills necessary to install, maintain, and repair microcomputer hardware and systems, as well as furnish support services to system users. The program will develop the necessary foundation in electronics and computer programming related to computer systems and networking. It will also focus on computer systems and networking. Principles and skills necessary to operate, troubleshoot, install and repair various types of computer systems and networks will be stressed. Graduates will be able to diagnose system hardware or software failures and perform the remedial actions necessary to correct these problems based on a knowledge of the system's operation. At the completion of the degree, the student will be prepared for the A+ certification exams. The student will also be prepared for various network certification exams (MCSE).

**Electrical Engineering Technology (A.A.S.):** The Electrical Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). The ELT program is also accredited by the Federal Aviation Association (FAA) and part of the Collegiate Training Initiative (FAA-CTI). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] This curriculum prepares students as electronic technicians to enter such fields as aerospace, communications, digital computer controls, and energy conversion. Within these and related fields they may perform duties as part of a research and development team or a manufacturing, test, or service group. Graduates may continue their education by pursuing studies towards a Bachelor's degree in engineering technology.

**Engineering Science (A.S.):** Curriculum content and the overall program have been reviewed and endorsed by the New York State Association of Engineering Colleges. As such, qualified graduates transfer as juniors to numerous outstanding accredited engineering colleges in New York State. This list includes transfer to such institutions as Polytechnic Institute, Manhattan College, Rochester Institute of Technology, Cornell University, Columbia University, Clarkson University, Hofstra University, Syracuse University, Union College, New York Institute of Technology, SUNY at Stony Brook, SUNY Maritime, SUNY at Buffalo and SUNY at Binghamton. The program is also accepted with liberal arts transfer credit at out-of-state accredited schools of engineering such as Penn State and the Stevens Institute of Technology.

**Certificate in Construction Management** is a one-year career oriented program which prepares the student for opportunities in construction contracting and management. The coursework prepares students to enter the field as assistant to the project superintendent or manager, estimator, scheduler, or inspector. Those individuals already in the field will gain skills and knowledge to further their careers at the safety management, site superintendent, and project management levels. The Certificate in Construction Management will also provide graduates of associate degree programs in Architectural or Civil Engineering Technology an opportunity to enhance their education or to focus on management career goals rather than those associated with design. Other professionals in architecture, management, and interior design may enroll in the program to understand the building design and construction process, construction budgets, estimates, and schedules; enhance computer skills in estimating, scheduling, and management software; acquire knowledge of contract documents, building codes, and zoning regulations; understand safety issues; and develop skills in management and dispute resolution.

Certificate in Sustainable Design and Renewable Energy is geared to all students of Nassau Community College interested in gaining a broad understanding of different topics in sustainable design and renewable energy. The certificate program will be taught by professionals in the field, including professional engineers and registered architects. The knowledge gained by the students in this program will aid them in procuring jobs in the green industry, in such fields as engineering, construction, financial, marketing, sales, maintenance, and many more. The sustainable design principles that students will learn in this program will allow them to better understand methods used worldwide by diverse populations.

Students graduating with this certificate could also continue on and seek certification by the USGBC (U.S. Green Building Council) and become a Green Associate.

**Civil Engineering Technology (A.A.S.)**—The Civil Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] The curriculum is balanced between liberal arts, mathematics, and civil engineering technology courses. Although many enter industry after graduation, others elect to transfer to Baccalaureate programs in engineering technology. Civil Engineering Technology graduates are guaranteed acceptance as juniors at Fairleigh Dickinson and Rochester Institute of Technology. Others have transferred to Pennsylvania State University, New Jersey Institute of Technology, University of North Carolina at Charlotte, and many other colleges. Civil engineering technicians are employed in all phases of the construction industry: small houses, building construction, highways, industrial plants, water supply, and sewage treatment plants. They work as concrete and steel designers, detailers, AutoCAD draftpersons, surveyors, estimators, construction superintendents, inspectors, and sales engineers. Their employers include architects; contractors; consulting engineers; land surveyors; equipment manufacturers; material suppliers; and federal, state, county, and town departments.

**Course Substitutions** - Course substitutions in the AAS Civil Engineering Technology degree program will be made only for courses with substantial equivalent content (over 80% equivalence to that of the NCC approved course outline) from transfer institutions. Course substitutions will only be granted upon written recommendation and after review of the content by a member of the full-time program faculty. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval. Credit hour equivalence alone will not be an acceptable means to approve a substitution.

**Life Experience Credit**-Life Experience credit will be made for those students with ten or more years of experience of appropriate breadth and depth of exposure to topics and content in a given course. Life Experience credit is not readily given. Life Experience credit will be granted only upon written recommendation by a member of the full-time program faculty, after review of supporting material supplied by the student. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval. Under no circumstance, will a student receive life experience for a 200-level course with the exception of CET 201 (Construction Estimating), CET 222 (Materials Testing Laboratory) and CET 231 (Elementary Surveying).

**Prerequisite Waivers** - Course prerequisite waivers will be granted only upon written recommendation by a member of the full-time program faculty, after review of supporting material supplied by the student. The faculty findings will then be submitted to the Department Chairperson and the Dean of Math and Science for approval.

Course Descriptions: Online or PDF

**Civil Engineering Technology**

A.A.S. Program  
Hegis Code: 5309

**Total Credits: 64**

First Semester	Credits
CET 101 Residential Construction Methods	2
CET 103 Introductory Civil Engineering Technology	2

CET 150 Blueprint Reading	3
ENS 105 Introduction to CAD	2
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Math by Advisement <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester Credits</b>	
CET 111 Structural Drawing I	2
CET 218 Statics of Structures	3
CET 231 Elementary Surveying	3
English Elective <sup>(3)</sup>	3
Math by Advisement <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>15</b>
<b>Third Semester Credits</b>	
CET 201 Construction Estimating <sup>(4)</sup>	2
CET 211 Structural Drawing II	2
CET 219 Mechanics of Materials	3
CET 222 Materials Testing Laboratory	1
CET 232 Route Surveying	3
PED Activity Course(s)	1
PHY College Level, by Advisement <sup>(5)</sup>	4
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester Credits</b>	
CET 223 Structural Steel Design	3
CET 225 Soils and Foundations	3
CET 240 Hydraulics	3
PED Activity Course(s)	1
PHY College Level, by Advisement <sup>(5)</sup>	4

Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>

1. Depending on placement
2. Students are required to take two courses of college level math. These courses shall be MAT 109 College Algebra and Trigonometry or above. So they are required to take two of the following depending on their ability:
  - MAT 109 College Algebra and Trigonometry
  - MAT 111 Pre-Calculus
  - MAT 122 Calculus I
  - MAT 123 Calculus II
3. Choose from:
  - COM 101 Interpersonal Communications
  - ENG 111 Technical Writing
4. A student may take CET 201 Construction Estimating (2cr.) upon successful completion of:
  - CET 101 Residential Construction Methods
  - CET 103 Introductory Civil Engineering Technology
  - CET 150 Blueprint Reading
5. Students are required to take a two course sequence of Physics. Students shall have Math pre-requisites for each course. These courses shall be:
  - PHY 101 General Physics I
  - PHY 102 General Physics II
  - or
  - PHY 151 Physics Science and Math I
  - PHY 152 Physics Science and Math II



**Computer Repair Technology (A.A.S.)** - The Computer Repair Technology curriculum is designed to provide the knowledge and skills necessary to install, maintain, and repair microcomputer hardware and systems, as well as furnish support services to system users. The program will develop the necessary foundation in electronics and computer programming related to computer systems and networking. It will also focus on computer systems and networking. Principles and skills necessary to operate, troubleshoot, install and repair various types of computer systems and networks will be stressed. Graduates will be able to diagnose system hardware or software failures and perform the remedial actions necessary to correct these problems based on a knowledge of the system's operation. At the completion of the degree, the student will be prepared for the A+ certification exams. The student will also be prepared for various network certification exams (MCSE).

Course Descriptions: Online or PDF

### Computer Repair Technology

A.A.S. Program  
Hegis Code: 5105

#### Total Credits: 64

First Semester	Credits
CMP 103 Microcomputer Hardware and Software	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Mathematics Elective	4
TCT 141 Telecommunications Circuits	4
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
COM 101 Interpersonal Communications	3
ITE 213 Data Communications and the Internet	3
Mathematics Elective <sup>(2)</sup>	4
Social Science Elective	3
TCT 144 Digital Electronics for Telecommunications I	4
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CRT 201 Personal Computer Equipment Servicing I	4
Laboratory Science (by advisement)	4

Network Elective <sup>(3)</sup>	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
CRT 202 Personal Computer Equipment Servicing II	4
Humanities Elective	3
Network Elective <sup>(3)</sup>	4
Technical Electives <sup>(4)</sup>	6
<b>Total Semester Credits</b>	<b>17</b>

1. Depending on placement
2. 4-credit Math course only
3. Network Electives include:
  - ITE 223 Network Management I
  - ITE 253 Network Management II
  - TCT 253 Telecommunications III-LANS
  - TCT 254 Telecommunications IV
4. Technical Electives include CMP, ITE or TCT courses

**Construction Management (Cert.)**—Certificate in Construction Management is a one-year career oriented program which prepares the student for opportunities in construction contracting and management. The coursework prepares students to enter the field as assistant to the project superintendent or manager, estimator, scheduler, or inspector. Those individuals already in the field will gain skills and knowledge to further their careers at the safety management, site superintendent, and project management levels. The Certificate in Construction Management will also provide graduates of associate degree programs in Architectural or Civil Engineering Technology an opportunity to enhance their education or to focus on management career goals rather than those associated with design. Other professionals in architecture, management, and interior design may enroll in the program to understand the building design and construction process, construction budgets, estimates, and schedules; enhance computer skills in estimating, scheduling, and management software; acquire knowledge of contract documents, building codes, and zoning regulations; understand safety issues; and develop skills in management and dispute resolution.

Gainful Employment Disclosure Information

Course Descriptions: Online or PDF

**Construction Management**

Certificate Program

Hegis Code: 5317

**Total Credits: 29**

<b>First Semester</b>	<b>Credits</b>
CET 101 Residential Construction Methods	2
CET 103 Introductory Civil Engineering Technology	2
CET 150 Blueprint Reading	3
CET 250 Construction Planning and Scheduling	3
CET 252 Construction Safety	3
ENS 101 Graphics	1
<b>Total Semester Credits</b>	<b>14</b>
<b>Second Semester</b>	<b>Credits</b>
CET 107 Codes and Construction	3
CET 201 Construction Estimating	2
CET 254 Mechanical and Electrical Equipment for Buildings	3
CET 256 Construction Contracts and Specifications	2
CET 260 Construction Project Management	3
ENS 105 Introduction to CAD	2
<b>Total Semester Credits</b>	<b>15</b>

**Electrical Engineering Technology (A.A.S.)** - The Electrical Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). The ELT program is also accredited by the Federal Aviation Association (FAA) and part of the Collegiate Training Initiative (FAA-CTI). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] This curriculum prepares students as electronic technicians to enter such fields as aerospace, communications, digital computer controls, and energy conversion. Within these and related fields they may perform duties as part of a research and development team or a manufacturing, test, or service group. Graduates may continue their education by pursuing studies towards a Bachelor's degree in engineering technology.

Course Descriptions: Online or PDF

### Electrical Engineering Technology

A.A.S. Program  
Hegis Code: 5310

**Total Credits: 62**

First Semester	Credits
ELT 103 Elementary Engineering I	1
ELT 110 Technical Practices	2
ELT 112 Resistive Circuits	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT 109 College Algebra and Trigonometry	4
<b>Total Semester Credits</b>	<b>14</b>
Second Semester	Credits
ELT 113 Electronics I	4
ELT 115 Reactive Circuits	4
ELT 214 Digital I	3
MAT 111 Pre-Calculus	4
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
COM 101 Interpersonal Communications	3
ELT 203 Automatic Control Theory II	3
ELT 213 Electronics II	4
ELT 215 Digital II	3

ELT 217 Lab in Digital Electronics	1
PHY 101 General Physics I	4
<b>Total Semester Credits</b>	<b>18</b>
Fourth Semester	Credits
ELT 220 Advanced Topics in Digital Technology	4
ELT 240 Electronic Communication	4
PHY 102 General Physics II	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>

1. Depending on placement

**Engineering Science (A.S.)** - Curriculum content and the overall program have been reviewed and endorsed by the New York State Association of Engineering Colleges. As such, qualified graduates transfer as juniors to numerous outstanding accredited engineering colleges in New York State. This list includes transfer to such institutions as Polytechnic Institute, Manhattan College, Rochester Institute of Technology, Cornell University, Columbia University, Clarkson University, Hofstra University, Syracuse University, Union College, New York Institute of Technology, SUNY at Stony Brook, SUNY Maritime, SUNY at Buffalo and SUNY at Binghamton. The program is also accepted with liberal arts transfer credit at out-of-state accredited schools of engineering such as Penn State and the Stevens Institute of Technology.

Course Descriptions: Online or PDF

### Engineering Science

A.S. Program

Hegis Code: 5609

#### Total Credits: 66-67

First Semester	Credits
CHE 151 General Chemistry I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
ENS 101 Graphics	1
ENS 103 Elementary Engineering I	1
MAT 122 Calculus I	4
NCC 101 The College Experience	1
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ECO 208 Principles of Microeconomics	3
ENS 104 Computational Methods Engineering	2
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT 123 Calculus II	4
PED Activity Course(s)	1
PHY 122 Engineering Physics I	4
<b>Total Semester Credits</b>	<b>17</b>

Third Semester	Credits
ENS 205 Statics	3
ENS 225 Engineering Circuit Analysis I	4
General Elective	3
MAT 225 Multivariable Calculus	4
PHY 123 Engineering Physics II	4
<b>Total Semester Credits</b>	<b>18</b>
Fourth Semester	Credits
ENS 206 Dynamics	3
ENS 226 Engineering Circuit Analysis II	4
ENS 230 Engineering Thermodynamics	3
MAT 234 Elementary Differential Equations	3
Technical Elective <sup>(2)</sup>	3-4
<b>Total Semester Credits</b>	<b>16-17</b>

1. Depending on placement
2. Technical Elective is by department advisement, based upon the student's desired Engineering transfer path.

**Certificate in Sustainable Design and Renewable Energy** is geared to all students of Nassau Community College interested in gaining a broad understanding of different topics in sustainable design and renewable energy. The certificate program will be taught by professionals in the field, including professional engineers and registered architects. The knowledge gained by the students in this program will aid them in procuring jobs in the green industry, in such fields as engineering, construction, financial, marketing, sales, maintenance, and many more. The sustainable design principles that students will learn in this program will allow them to better understand methods used worldwide by diverse populations.

Students graduating with this certificate could also continue on and seek certification by the USGBC (U.S. Green Building Council) and become a Green Associate.

Course Descriptions: Online or PDF

### **Sustainable Design and Renewable Energy**

Certificate Program

Hegis Code: 5317

**Total Credits: 24**

<b>First Semester</b>	<b>Credits</b>
GSS 122 Science of Energy	3
GSS 128 Green Building Practices	3
GSD 130 Green Building Material	3
GSD 132 Green Projects Case Studies	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
GSD 200 Wind Turbines/Solar Panels Applications	3
GSD 202 Water Recycling/Wastewater Treatment	3
GSD 204 Energy Codes and Energy Analysis	3
GSD 206 HVAC/ Air Quality	3
<b>Total Semester Credits</b>	<b>12</b>

Gainful Employment Disclosure Information

**OFFICE:** Bradley Hall, Room 13, 516.572.7185

**CHAIRPERSON:** Cathy E. Fagan, PhD., Cathy.Fagan@ncc.edu

**FACULTY:** E. Abele, S. Apostolidis, S. Ash, K. Ballerini, B. Barnard, F. Boodakian, L. Brett, G. Chapman, T. Collins, S. Cushman, T. D'Angelo, S. Davis, D. De Manuel, D. Esposito, C. Fagan, R. Finneran, D. Ginsberg, R. Hayman, E. Hegarty, S. Hosey, V. Hromulak, K. Jason, S. Kaebnick, A. King, M. Lannon, R. Lazaroff, K. Le Veness, R. Lieber, D. Litvak, Z. Liu, J. Mastrototaro, M. McNair, W. Moeck, B. Murphy, R. Newman, M. Niemczyk, K. Okoampa-Ahoofe, D. Pecan, J. Pilaro, G. Pollio, M. Posillico, P. Radecki, C. Rau, J. Rondell, P. Rosa, M. Rotando, J. Samuels, R. Santos, N. Saxena, A. Schopp, C. Schwertman, R. Shabazz, B. Smith, N. Spencer, T. Strode, L. Sullivan, M. Susko, P. Venkateswaran, T. Wood, J. Woods

**COURSES OFFERED:** English (ENG): The English Department aims to improve students' abilities in critical thinking, information literacy, writing in the disciplines, creative writing, and the reading, discussing, analyzing and aesthetic appreciation of the varied genres of the literary arts. English is a desirable major concentration of undergraduate study for education, law, publishing, advertising and public relations, government service, journalism, creative writing, and other language-related fields. English is usefully combined as a minor concentration with premedical and other science-related fields.

**The following curricula are offered by this Department:**

The Creative Writing (A.A.) - The A.A. in Creative Writing provides students with knowledge and skills that will prepare them for a career in writing. The curriculum is also appropriate for students continuing onto a four-year institution where they may complete a Bachelor's degree with a major in Creative Writing. After successfully completing ENG 102 Composition II or its honors counterpart ENG 109 The Art of Analysis/Honors English II requirement, students may pursue their creative writing interest in the following courses:

- ENG 115 Creative Writing
- ENG 116 Play and Screen Writing
- ENG 117 Fiction Writing
- ENG 118 Poetry Writing
- ENG 120 Creative Non-Fiction

**Composition and Writing as a Craft**

Composition I focuses on essay writing, research, citation, and the critical analysis of texts. Four courses meet this requirement:

- ENG 100 Enhanced Composition I
- ENG 100 ESL - Enhanced Composition I for English Language Learners
- ENG 101 Composition I
- ENG 108 The Craft of Composition / Honors English I

Composition II further develops the study and practice in composition and citation by analyzing literary works. Three courses meet this requirement:

- ENG 102 Composition II
- ENG 103 Writing in the Sciences
- ENG 109 The Art of Analysis/Honors English II

Additionally, students who seek to strengthen their grasp of language and writing in other ways can enroll in the following composition or creative writing electives:

**Writing as a Craft**

- ENG 105 Grammar: Structure and Strategy
- ENG 111 Technical Writing

- ENG 115 Creative Writing
- ENG 116 Play and Screen Writing
- ENG 117 Fiction Writing
- ENG 120 Creative Nonfiction Writing
- ENG 215 Journalism

**Developmental and ESL Support**

For students whose writing placement indicates a need for a developmental course, the English Department offers ENG 001 College Preparatory English as a co-requisite to ENG 101. Together, the courses form an Accelerated Learning Program (ALP) through which students meet with the same instructor for ENG 001 and ENG 101, for five hours weekly. ENG 001 supports the work of ENG 101 through small classes and lab work. By passing both courses, students fulfill their developmental writing requirement and earn 3 credits in Basic Communication toward their General Education requirements. Students with placement into RDG 001 may NOT take an ALP course and should contact the Department of Critical Reading and Academic Advancement (formerly the Department of Reading and Basic Education) for alternate courses.

ENG 030 English as a Second Language (ESL Writing III): This 6-hour weekly, non-credit course prepares non-native speakers of English to advance in the college-level writing required for work in all disciplines toward the earning of degree and certificate credentials.

ENG 001 ESL - College Preparatory English for English Language Learners: For students whose language needs and placement indicate intensive work in English language acquisition (particularly in writing), this specialized form of ENG 001 works with small class groups to prepare students to develop skills for college level essays.

**Literature**

Students concentrating in literary study with the intent of transferring to a four-year college are advised to take up to four courses in literature from at least three of the following categories before graduating from NCC. Students may also choose a composition or creative writing course from the "Writing as a Craft" category. Students are encouraged to work with faculty mentors in the department to explore colleges and programs that are the best fit for their interests and needs, and to consider specific transfer requirements for both SUNY institutions and private colleges.

**Survey and Period**

- ENG 203 - Early American Literature to 1865
- ENG 204 - Modern American Literature: 1865 to the Present
- ENG 205 - Early English British Literature to 1800
- ENG 206 - Modern British Literature from 1800 to 1950

**Major Genre and Author**

- ENG 207 African American Literature I (dual-listed with AFR 130)
- ENG 208 African American Literature II (dual-listed with AFR 131)
- ENG 216 Autobiographical Literature
- ENG 220 Mythology and Folklore
- ENG 221 Modern American Novel
- ENG 230 Modern British and American Drama
- ENG 231 Mystery and Detective Fiction
- ENG 232 Studies in Children's Literature
- ENG 233 Studies in Science Fiction
- ENG 236 The Literature of the Bible
- ENG 251 Film and Literature
- ENG 252 Shakespeare on Stage and Page
- ENG 253 Shakespeare's Comedies and Histories

- ENG 254 Shakespeare's Tragedies
- ENG 263 The Modern American Short Story
- ENG 265 Modern American Poetry
- ENG 267 Satire
- ENG 298 Comedy: Theory and Development

**Conventions of the Discipline**

- ENG 105 Grammar: Structure and Strategy
- ENG 225 Introduction to Linguistics and Semantics I
- ENG 271 Psychoanalytic Approaches to Literature

**Literature and Identity**

- ENG 207 African American Literature I
- ENG 208 African American Literature II
- ENG 209 Modern Irish Literature
- ENG 219 Jewish Literature
- ENG 222 Latin American Literature
- ENG 223 Masterworks of Literature I
- ENG 224 Masterworks of Literature II
- ENG 227 South Asian Literature
- ENG 228 Asian American Literature
- ENG 229 Native American Literature
- ENG 243 LGBTQ Literature
- ENG 247 Women in Literature
- ENG 248 Women Writers
- ENG 261 Literature of the Holocaust
- ENG 281 Nature in Literature

**Writing Center**

The English Department's Writing Center is open to NCC students of all levels interested in improving their writing in any discipline. Faculty members offer individualized and group instruction in expository and creative writing, research and documentation, and basic grammar and usage. ESL students receive assistance in language development and learning. Tutoring can also take place at a networked computer or online by e-mail. In addition, students are welcome to use the Department's computer lab for word processing and internet research.

**Scholarships in the English Department**

Seven scholarships specific to the English Department are available to students transferring to a four-year college.

**Creative Writing (A.A.)**—The A. A. in Creative Writing provides students with knowledge and skills that will prepare them for a career in writing. The curriculum is also appropriate for students continuing onto a four-year institution where they may complete a Bachelor's degree with a major in Creative Writing.

Course Descriptions: Online or PDF

**Creative Writing**  
A.A. Program  
Hegis Code: 5615

**Total Credits: 64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
General Elective	3
Humanities Elective <sup>(2)</sup>	3
Laboratory Science Elective <sup>(3)</sup>	4
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
Communication Arts Elective <sup>(5)</sup>	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective <sup>(6)</sup>	3
Mathematics Elective <sup>(7)</sup>	3
PED Physical Education Activity Course(s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
ENG 115 Creative Writing	3
History Social Science	3
Mathematics or Computer Science Elective	3
Non-Laboratory Science Elective	3
PED Physical Education Activity Course(s)	1

Social Science Elective <sup>(8)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
Creative Writing Elective(s) <sup>(9)</sup>	6
Culture and Diversity Electives <sup>(10)</sup>	6
English Literature Elective	3
General Elective	1
<b>Total Semester Credits</b>	<b>16</b>

- Depending on placement
- Department other than English. Students are encouraged to take a SUNY G-FOL course.
- SUNY GER Natural Sciences
- Students who do not opt to take a SUNY G-FOL course must take a History course with one of the following attributes:
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilization
  - SUNY GER American History
- SUNY GER Basic Communication
- Department other than English; SUNY GER Humanities. Students can have no more than one course in COM.
- SUNY GER Mathematics
- SUNY GER Social Sciences
- Two courses from the following:
  - ENG 116 Play and Screen Writing
  - ENG 117 Fiction Writing
  - ENG 118 Poetry Writing
  - ENG 120 Creative Nonfiction Writing
- Two courses from two of the following subcategories:
  - Western Heritage
  - Global Awareness and Non-Western Culture
  - Pluralism and Diversity



**OFFICE:** Building M (Nassau Hall, 3<sup>rd</sup> floor), Room 300,  
516.572.7414

**CHAIRPERSON AND COORDINATOR OF THE LANGUAGE LEARNING CENTER:** Dr. Vladimir Konovalioug,  
Vladimir.Konovalioug@ncc.edu

**FACULTY:** Prof. S. Albanese (Spanish), Dr. C. Arias (Spanish), Prof. P. Desroches (French), Dr. R. Feit (Spanish), Dr. V. Konovalioug (Russian), Dr. M. Mann (Italian), Dr. S. Trica-Flores (Spanish)

**COURSES/LANGUAGES OFFERED:** Arabic (ARA), Chinese (CHI), French (FRE), German (GER), Hebrew (HEB), Italian (ITA), Japanese (JPN), Korean (KOR), Latin (LAT), Portuguese (POR), Russian (RUS), Spanish language and literature courses (SPA)

**FOREIGN LANGUAGE LEARNING CENTER:** A state-of the art Learning Center (M-15) supplements the instructional program and computer-assisted language learning. Free professional tutoring available in some languages.

**PLACEMENT ADVISORY:**

Recommendations for foreign language courses are based on the student's background and/or prior formal training.

To ensure that students are placed in the appropriate level the appropriate level of foreign language follow the placement guidelines described in the current NCC catalog and in the Department's Advisement Guidelines available at the departmental website.

Students MAY NOT enroll in two courses of the same language in the same semester. Contact our main office (Nassau Hall, M-300, email: deptfor@ncc.edu) if during the registration a student receives a *pre-requisite error* that requires the departmental override.

course, or native speakers with strong background in Spanish, or instructor's permission	
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If your background within the last two years is one of the below	Foreign Language Course Number
Beginning NON-NATIVE student or 1-2 years high school study or equivalent. Acceptable if a student has not studied the same language for three or more years prior to enrolling in the language at NCC. Not intended for NATIVE speakers w/formal training in the target language	101*
2-3 years high school or equivalent	102
3-4 years high school or equivalent	201-202
ONLY for Heritage Learners. SPA 205 and SPA 206 courses are non-sequential	SPA 205 & SPA 206
4 or more years in high school or successful completion of 201/202, 205/206-level, or foreign language instructor's permission	261-262
4+ years in middle school/ high school, or successful completion of another 200-level	SPA 271, SPA 272, SPA 273, SPA 274 (Literature in Spanish, NOT in translation)

**OFFICE:** Cluster P, Room 218, 516.572.7518

**CHAIRPERSON:** Jessica Marra, Jessica.Marra@ncc.edu

**HEALTH STUDIES COORDINATOR:** Dr. Donna Bacon, P-226, 516.572.7518, ext. 26621

**FACULTY:** K. Abrams, D. Bacon, D. Karras, A. Maddaluno, J. Ramsey, J. Steinhart, M. Toomey, A. Veit Cleveland

**TECHNICAL ASSISTANTS:** S. Mitchell

**PROGRAMS OFFERED:**

- Health Studies (A.S.)
- **Physical Education Studies (A.S.)**

**COURSES OFFERED:** Health and Physical Education (HED, PED)

The Department offers courses for students who wish to pursue a career in physical education. They are required to complete a minimum of eight activity courses PED 140 - PED 187, as well as PED 190 (Introduction to Physical Education), and HED 292 (Safety and First Aid). These courses are designed to develop attitudes, appreciation, personal skills, and applied techniques in all types of activities included in the broad physical education program. The Department offers an A.S. Degree in Health Studies. Students who wish to pursue careers in school or community health are required to take PED 291 (Personal Health for Physical Education and Health Majors), HED 293 (Community Health), and other courses by advisement. It is strongly recommended that interested students make an appointment with the health education advisor to ensure proper course selection.

**Special Note to All Students:**

Satisfactory completion of one of the following six courses may be required for some programs:

- HED 200 (Concepts of Healthful Living and Stress Management)
- HED 201 (Personal and Family Health)
- HED 231 (Death: Education: A Healthy Perspective)
- HED 251 (Human Sexuality)
- HED 271 (Alcoholism, Addictions, and Abusive Behaviors)
- HED 293 (Community Health)

The Associate in Science degree in Health Studies is designed to prepare students for transfer to a four-year Bachelor's Degree program in Health Studies or a health-related field of study. The program also prepares students to obtain entry-level positions in the field as it is designed to begin the professional preparation of health professionals working in communities, schools and work sites. Students receive a strong foundation in liberal arts as they complete general education requirements, while at the same time gaining specific knowledge of the importance of Health Studies as a profession. Graduates of the program will demonstrate effective research skills, an understanding of various influences that shape health values and perspectives as well as gain the ability to communicate and articulate appropriate language in the field of health studies.

Course Descriptions: Online or PDF

### Health Studies

A.S. Program

Hegis Code: 5299

**Total Credits: 64-66**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HED 200 Concepts of Healthful Living and Stress Management	3
MAT Elective <sup>(2)</sup>	3-4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Health Elective <sup>(3)</sup>	3
Human Service Elective	3
PED Activities	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
Health Elective <sup>(3)</sup>	3

Humanities Elective <sup>(4)</sup>	3
Mathematics Elective	3-4
PSY 215 Abnormal Psychology or PSY 241 Social Psychology	3
SOC 225 Sociology of Health Care	3
<b>Total Semester Credits</b>	<b>15-16</b>
Fourth Semester	Credits
COM 101 Interpersonal Communications	3
Electives <sup>(5)</sup>	3
Electives <sup>(6)</sup>	3
Health Elective <sup>(3)</sup>	3
HED 293 Community Health	3
PED Activities	1
<b>Total Semester Credits</b>	<b>16</b>

- Depending on placement
- SUNY GER Mathematics
- Recommended Electives:
  - HED 205 Consumer Health Care and Protection
  - HED 231 Death Education: A Health Prospective
  - HED 251 Human Sexuality
  - HED 271 Alcoholism, Addictions and Abusive Behaviors
  - HED 292 Safety and First Aid
- SUNY GER Humanities
- SUNY GER The Arts
- SUNY GER Other World Civilizations

The Physical Education Studies (A.S.) program is a two-year program that offers courses for students who wish to pursue a career in physical education. Students in the program can transfer to a four-year institution where they can complete a Bachelor's degree and become certified to be a physical education teacher. Students are required to complete a number of specific physical education courses. These courses are designed to develop attitudes, appreciation, personal skills and applied techniques in all types of activities included in the broad physical education program. The department recommends that if a student wishes to certify for both Physical Education & Health Education, they should enroll in HED courses as general electives. It is strongly recommended that interested students make an appointment with the physical education or health education advisor to ensure proper course selection.

Course Descriptions: Online or PDF

### Physical Education Studies

A.S. Program

Hegis Code: 5299

**Total Credits: 63-64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Math Elective <sup>(2)</sup>	3-4
PED Activities/Methods	3
PED 190 Introduction to Physical Education	3
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
General Elective	3
Math Elective <sup>(2)</sup>	3-4
PED Activities/Methods	2
PED 291 Personal Health for Physical Education and Health Majors	3
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
AHS 131 Anatomy and Physiology I	4

BUS 110 Introduction to Business	3
General Elective <sup>(4)</sup>	3
HED 251 Human Sexuality	3
PED Activities/Methods	1
<b>Total Semester Credits</b>	<b>14</b>
Fourth Semester	Credits
AHS 132 Anatomy and Physiology II	4
CMP Elective	3
General Elective <sup>(5)</sup>	3
HED 292 Safety and First Aid	3
Humanities Elective <sup>(6)</sup>	3
PED Activities/Methods	1
<b>Total Semester Credits</b>	<b>17</b>

1. Depending on placement
2. SUNY GER Mathematics  
Recommend MAT 102 (Introduction to Statistics)
3. SUNY GER Social Sciences  
Recommend for Teacher Education PSY 203 (General Psychology I) / EDU 208 (Foundations of Education)
4. SUNY GER Western Civilization
5. SUNY GER The Arts
6. SUNY GER Humanities  
Recommend Foreign Language for Teacher Ed

**OFFICE:** Building G, Room 257, 516.572.7422

**CHAIRPERSON:** Miguel C. Alonso, Miguel.alonso@ncc.edu

**FACULTY:** M. Alonso, M. Anderson, E. Boyden, P. Carlo, P. Caro, R. Cunsolo, L. Falcon, R. Genter, R. D. Goodman, M. James, S. Maurer, C. Poulivos, S. Sapiie, F. Siminoff, J. Vessels

**COURSES OFFERED:** Geography (GEO), History (HIS), Interdisciplinary (IGS), Latin American Studies (LAS), Political Science (POL)

In the area of history, the Department offers basic courses in Western civilization and non-Western civilizations; in the field of political science, the Department offers courses in national, international, state, and local governments. A selective program of electives is also provided in history, geography, and political science designed to meet the varied needs of both the general student and the student who wishes to pursue those studies.

- Computer-assisted instruction is available in selected history courses.
- Students who wish to pursue history are advised to incorporate into their program a maximum of 18 history credits, including HIS 101 (History of Western Civilization through the 18th Century) - HIS 102 (History of Western Civilization since the 18th Century) and HIS 103 (History of the United States through the Civil War) - HIS 104 (History of the United States since the Civil War).
- It is also recommended they take at least 3 credits in political science. Students who wish to pursue political science must take a minimum of 12 credits in political science in addition to HIS 101 - HIS 102 or HIS 103 - HIS 104.
- Students wishing to study geography should take GEO 101 (People and Environment) plus available electives (GEO 103 - Human Geography, GEO 201 - Geography of Europe).
- History, economics, anthropology, geology, and environmental science courses are recommended as supplements.
- Students wishing to pursue study at the baccalaureate level in these subjects should see departmental advisors.

**OFFICE:** Building K, Room 14, 516.572.7344

**CHAIRPERSON:** Anne Cubeta, Anne.Cubeta@ncc.edu

**FACULTY:** L. Boire, T. Field, D. Gibson, L. Hittleman

**TECHNICAL ASSISTANT:** S. Bynum, R. Madura

**COURSES OFFERED:** Culinary (CUL), Hospitality Business (HTL), Nutrition (NTR)

These professionally oriented programs offer students the opportunity to specialize in coursework related to the hospitality industry, and culminate in the A.A.S., A.S., and A.O.S. degrees and certificates. Students are prepared for professional and middle management positions in various areas of the industries. Hotel students may anticipate employment positions in various operations such as: guest service representation, hotel front desk, housekeeping, and auditing. Restaurant/Food Services Management students find employment as food and beverage managers, food service directors, and banquet and catering managers.

An A.S. degree in Food and Nutrition prepares students for careers in Nutrition Education and Dietetics. Specialized courses provide students with a wide range of knowledge in the industry. Students are exposed to current culinary laboratory and food production methods. In addition, on-the-job training is provided through a cooperative work experience program conducted with local industry professionals. A fully equipped laboratory features all the facilities necessary for students to prepare and serve meals. Computer Labs are used to assist the students in teaching the Hotel Front Office course, the Food and Beverage Operations course and the Food and Beverage Merchandising course. A state of the art dietary analysis program prepares students for healthcare facilities.

A course of study is available for certification in Dietary Management and Food Service Technology. Students are required to work at special food and beverage functions offered to the college community as part of their coursework.

The A.S. degree in Food and Nutrition is designed for students wishing to transfer to a four-year program in Nutrition with the goal of becoming a Registered Dietitian. The program provides the foundation courses, science courses and Food Service Management courses required by the Academic of Nutrition and Dietetics (AND) (formerly American Dietetic Association) for four-year programs in Dietetics, enabling students to transfer to these institutions with ease.

The Dietary Management one-year certificate program is for those students desiring certification as a Dietary Manager. The program is fully accredited by the Association of Nutrition and Food service Professionals (formerly Dietary Managers Association) and will combine our current course offerings with a Registered Dietitian supervised field experience. Graduates are eligible for membership in the Dietary Managers Association (DMA) and will be qualified to sit for the national credentialing exam to become a Certified Dietary Manager (CDM). The coursework will also allow the students to earn 30 college credits towards an A.A.S. degree in Food Service Management.

**The following curricula are offered by this Department:**

**Culinary Arts (A.O.S.)**

- Dietary Management Certificate
- Food and Nutrition (A.S.)
- Food Service Administration, Restaurant Management (A.A.S.)
- Food Service Technology Certificate
- Hotel Technology Administration (A.A.S.)

Course Descriptions: Online or PDF

**Culinary Arts**  
 A.O.S. Program  
 Hegis Code: 5404  
**Total Credits: 63**

First Semester	Credits
CUL 101 Culinary Sanitation	3
CUL 110 Introduction to Culinary Arts	3
CUL 120 Classical French Cuisine	3
CUL 130 American Regional Cuisine	3
CUL 140 Baking I	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
CUL 210 Culinary Nutrition	3
CUL 220 International Cuisine	3
CUL 230 Garde Manger	3
CUL 250 Dining Room Service	3
HTL 190 International Wines and Beverages	3
<b>Total Semester Credits</b>	<b>15</b>
Summer	Credits
CUL 242 Culinary Internship	3
<b>Total Semester Credits</b>	<b>3</b>
Third Semester	Credits
CUL 240 Baking II or CUL 260 Quantity Food Production <sup>(1)</sup>	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
HTL 171 Food and Beverage Operations	3
HTL 172 Food Services Cost Analysis	3

HTL 175 Food and Beverage Merchandising	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
BUS 111 Entrepreneurship	3
CUL 245 Commercial Baking or CUL 255 Advanced Dining Room and Banquet Operations <sup>(1)</sup>	3
CUL 265 Culinary Seminar	3
HTL 162 Hospitality Human Resources	3
HTL 165 Facilities Planning and Design or HTL 178 Event Planning <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>15</b>

1. Students have the option of taking a Baking sequence OR Quantity Food Production sequence.
2. Depending on placement

Course Descriptions: Online or PDF

**Dietary Management**

Certificate Program

Hegis Code: 5404

**Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
NTR 158 Social and Cultural Aspects of Food	3
HTL 162 Hospitality Human Resources	3
HTL 171 Food and Beverage Operations	3
HTL 174 Fundamentals of Food Production	3
NTR 195 Nutrition Through the Life Cycle	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 165 Facilities Planning and Design	3
HTL 172 Food Services Cost Analysis	3
HTL 175 Food and Beverage Merchandising	3
NTR 183 Dietary Management	3
NTR 184 Dietary Management Field Experience	3
<b>Total Semester Credits</b>	<b>15</b>

Gainful Employment Disclosure Information



Course Descriptions: Online or PDF

**Food and Nutrition**

A.S. Degree

Hegis Code: 5404

**Total Credits: 63**

<b>First Semester</b>	<b>Credits</b>
BIO 101 Introduction to College Biology I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HTL 174 Fundamentals of Food Production	3
MAT 109 College Algebra and Trigonometry	4
NTR 158 Social and Cultural Aspects of Food	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Second Semester</b>	<b>Credits</b>
CHE 131 College Chemistry I	4
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
HTL 171 Food and Beverage Operations	3
NTR 192 Principles of Food Science	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Third Semester</b>	<b>Credits</b>
AHS 131 Anatomy and Physiology I	4
CHE 132 College Chemistry II*	4
Humanities Elective <sup>(2)*</sup>	3
NTR 201 Concepts of Nutrition	3
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Fourth Semester</b>	<b>Credits</b>

AHS 132 Anatomy and Physiology II	3
Humanities Elective <sup>(4)*</sup>	3
MAT 102 Introduction to Statistics	4
NTR 202 Nutrition Applications	3
<b>Total Semester Credits</b>	<b>13</b>

\* Selections to be made according to future transfer goals

1. Depending on placement
2. SUNY GER Foreign Language
3. SUNY GER Social Sciences, Psychology or Sociology
4. SUNY GER The Arts

Course Descriptions: Online or PDF

**Food Service Administration, Restaurant Management**

A.A.S. Program

Hegis Code: 5010

**Total Credits: 64**

<b>First Semester</b>	<b>Credits</b>
HTL 161 Hospitality Management	3
HTL 171 Food and Beverage Operations	3
HTL 175 Food and Beverage Merchandising	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MKT 101 Business Mathematics	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 162 Hospitality Human Resources	3
HTL 165 Facilities Planning and Design	3
HTL 172 Food Services Cost Analysis	3
HTL 174 Fundamentals of Food Production	3
Mathematics Elective	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Summer Session</b>	<b>Credits</b>
HTL 242 Hospitality Internship	3
<b>Third Semester</b>	<b>Credits</b>
ACC 101 Principles of Accounting I	3
COM 101 Interpersonal Communications	3
HTL 176 Advanced Food Production Techniques	3
HTL 178 Event Planning	3

Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	<b>Credits</b>
HTL Elective <sup>(2)</sup>	3
HTL 205 Food and Beverage Operations Research Seminar	3
Humanities Elective	3
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. Choose from:
  - HTL 150 (Introduction to Tourism)
  - HTL 180 (Front Office Management)
  - HTL 190 (International Wines and Beverages)
  - MKT 100 (Marketing)
  - NTR 158 (Social and Cultural Aspects of Foods)

Course Descriptions: Online or PDF

### Food Service Technology

Certificate Program

Hegis Code: 5010

**Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
HTL 161 Hospitality Management	3
HTL 165 Facilities Planning and Design	3
HTL 171 Food and Beverage Operations	3
HTL 174 Fundamentals of Food Production	3
HTL 175 Food and Beverage Merchandising	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 162 Hospitality Human Resources	3
HTL 172 Food Services Cost Analysis	3
HTL 176 Advance Food Preparation Technique	3
HTL 205 Food and Beverage Operations Research Seminar	3
Minimum 15 credits including Field Training	
HTL 242 Hospitality Internship – Summer Session I and II (350 hours) May be completed in Fall Semester with Professor's permission	3
<b>Total Semester Credits</b>	<b>15</b>

#### Gainful Employment Disclosure Information

**Note:** These courses are identical to those currently offered in the Restaurant Management Degree Program in Hotel/Restaurant. Credit for them would apply toward the degree should the student elect to continue into the second year and matriculate for the degree.

Course Descriptions: Online or PDF

**Hotel Technology Administration**

A.A.S. Program

Hegis Code: 5010

**Total Credits: 64**

<b>First Semester</b>	<b>Credits</b>
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HTL 161 Hospitality Management	3
HTL 171 Food and Beverage Operations	3
HTL 175 Food and Beverage Merchandising	3
MKT 101 Business Mathematics	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 162 Hospitality Human Resources	3
HTL 165 Facilities Planning and Design	3
HTL 172 Food Services Cost Analysis	3
HTL 174 Fundamentals of Food Production	3
Mathematics Elective (MAT 101 or MAT 102)	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Summer Session</b>	<b>Credits</b>
HTL 242 Hospitality Internship	3
<b>Third Semester</b>	<b>Credits</b>
ACC 101 Principles of Accounting I	3
COM 101 Interpersonal Communications	3
HTL 178 Event Planning	3
HTL 180 Front Office Management	3

Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	<b>Credits</b>
HTL Elective <sup>(2)</sup>	3
HTL 200 Hotel Operations Research Seminar	3
Humanities Elective	3
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. Choose from:
  - HTL 150 Introduction to Tourism
  - HTL 176 Advanced Food Production Techniques
  - HTL 190 International Wines and Beverages
  - MKT 100 Marketing
  - NTR 158 Social and Cultural Aspects of Food

**The Human Rights Project (HRS)** promotes an understanding of worldwide genocide and human rights oppression and activism through academic coursework and co-curricular events open to the college and community at large. For further information, contact Professor Florence Boodakian, Bradley Hall, room 227, 516.572.8101, Florence.DeeBoodakian@ncc.edu.

**The Jewish Studies Project (JWS)** provides students with an introduction to the world of Judaism from ancient origins to the present day. We offer two courses: Jews in Biblical and Medieval Cultures (JWS 102), generally offered in fall, examines Jewish life and culture from the Biblical period in the Middle East through the Renaissance in Europe, including Ashkenazic, Mizrahic, and Sephardic populations. Jews in the Modern World (JWS 104), generally offered in the spring, begins with the Enlightenment's impact on the Jewish community, including the effects of new areas of influence, such as Chassidism, Reform Judaism, Zionism, and Feminism. Overviews of the Holocaust, Immigration to America, and the Israel-Palestine conflict are included. Both courses feature readings, discussions, films, field trips, and guest speakers. They satisfy credit requirements for Gen Ed, Western Heritage, Global Awareness, and Pluralism and Diversity; both courses transfer to four-year colleges. Students from all backgrounds are welcome to enroll. The Jewish Studies Project also offers two scholarships each spring, and sponsors campus-wide programs and speakers each semester. For additional information, contact the Jewish Studies Project Coordinator, Professor Susan Cushman, Bradley Hall 215, Susan.Cushman@ncc.edu.

**The Latin American Studies (LAS) Project** promotes knowledge and an understanding of Latin American and US-Latino peoples, cultures, history, languages, literature, politics, economics, and relations with the US and other countries. The Project supports related courses in various departments, including History, English, and Foreign Languages, and offers two interdisciplinary courses: Introduction to Latin American Studies (LAS 101) and Introduction to Latino/a American Studies in the US (LAS 105). These courses help students explore this field of study and provide a useful background for different careers. For more information and/or advisement, contact Dr. Ines Shaw, Bradley Hall, room 228, 516.572.7840, Ines.Shaw@ncc.edu.

**Multidisciplinary Courses (MDC)** are designed to make connections between ideas in different disciplines, especially in the sciences and humanities. In the contemporary world it is important to see that events, discoveries, and social policies, as well as the creative arts, are motivated by some of the same ideas, and that they constantly influence one another. The world is a multidisciplinary place, and learning should follow suit. The five courses offered are open to all students in any field, especially those who intend to move on to a four-year school or compete for meaningful employment in a complex world. The Making of the Modern Mind II (MDC 102) and Mayor Ideas in the Post-Modern World (MDC 130) may be taken for General Elective credit. There are no prerequisites and they also may be taken in any order. For further information, contact MDC Program Coordinator, Professor William Moeck, Bradley Hall, Room 213, 516.572.9810, William.Moeck@ncc.edu.

**Multidisciplinary Science Courses (MDS)** are 4-credit Laboratory Science classes and have been approved as SUNY GenEd requirements. There are currently two courses in this area. Connecting the Sciences - A Macroscopic Approach (MDS 101) examines scientific ideas, methodology, and principles by studying the evolution of the universe, solar system, and Earth. Connecting the Sciences - A Microscopic Approach (MDS 102) examines scientific ideas, methodology, and principles by studying the evolution of life through the organization of atoms into living and nonliving structures. Both of these courses emphasize "hands-on" laboratory investigations. A more detailed description of these courses can be found under course descriptions. For further information, contact MDS Coordinator, Professor Frank Frisenda, Cluster D, Room 2086, 516.572.3556, Frank.Frisenda@ncc.edu.

**Women and Gender Studies (WGS)** a multidisciplinary project emphasizing diversity, serves hundreds of students each academic year. Sponsoring departments include Art, Communications, Economics, English, History, Health/PED, Library, and Sociology. Every term we offer several sections of Introduction to Women's Studies (WST 101) both online and face-to-face, a course that examines women's roles cross-culturally in the family, workplace, community, professions, and popular culture. We also offer Gender in Popular Culture (WST 105), which examines representations of masculinity and femininity in media including television and film; The Goddess in World Religions (WST 110), which investigates images of the Goddess in world religions such as Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism, traditional African religions, and Native American traditions; Women's Issues in Global Context (WST 201), which looks at labor, reproductive rights, education, sexual identity, and grassroots activism in targeted areas around the world; and Philosophy of Sex and Gender (WST 107), a course dual-listed with the Philosophy, which investigates the nature and development of the sex-gender distinction and its application to issues surrounding sexual equality. For further information, contact WGS Program Coordinator, Professor Sara Hosey, 351 Harmon Avenue, second floor, 516.572.7082, sara.hosey@ncc.edu.

**OFFICE:** Cluster A, Room 3015, 516.572.7626

**CHAIRPERSON:** Joseph Caruso, Joseph.Caruso@ncc.edu

**FACULTY:** J. Caruso, S. Feder, A. Harrison, D. Holzman, E. Salvi, P. Sherman

**PARALEGAL PROGRAM DIRECTOR:** Adrienne Motel, Adrienne.Motel@ncc.edu

**ASSISTANT DIRECTOR AND DIRECTOR OF WEEKEND PROGRAM:** Rachael Dioguardi

**COURSES OFFERED:** Sports Law, Business Law, Paralegal Studies, The Nature and Functions of Law, Introduction to Current Law, International Legal Institutions, and Immigration Law

**Departmental Requirements and Guidelines for Paralegal Students:**

The Legal Studies Department is strongly committed to the concept of legal education within the framework of practical paralegal skills. The following guidelines have been established:

1. A minimum grade of "C" is required in each law class in the Paralegal curriculum.
2. Professional attitude, regular class attendance, punctuality and appropriate professional demeanor are required of Paralegal students.

These criteria have been established in order to uphold the standards of the paralegal profession and legal community, as a whole. Interested students wishing to obtain further information, and a copy of the Departmental Requirements and Guidelines, may contact the Paralegal Program at 516.572.7774.

**The following curricula are offered by this Department:**

Paralegal (A.A.S.) - The paralegal program, approved by the American Bar Association, is designed to give the graduate a broad understanding of the law, practical skills, and experience in a legal setting. Employment opportunities for paralegals exist in law offices, banks, insurance companies, private industry, title companies, and government. The paralegal works under the supervision of an attorney and can assist in all phases of practice except giving legal advice, appearing in court, and setting fees.

The program will accept a maximum of 9 credits of paralegal specialty transfer credits. Paralegals are required to complete a minimum of 9 credits in the traditional format at NCC.

Paralegal Studies (Cert.) - The American Bar Association approved Certificate program in Paralegal Studies is designed to meet the needs of the college graduate seeking a career as a paralegal. In order to be eligible for admission, a student must have either an Associate or Baccalaureate degree. Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association. The program will accept a maximum of 9 credits of paralegal specialty transfer credits. Paralegals are required to complete a minimum of 9 credits in the traditional format at NCC.

**Paralegal (A.A.S.)** - The paralegal program, approved by the American Bar Association, is designed to give the graduate a broad understanding of the law, practical skills, and experience in a legal setting. Employment opportunities for paralegals exist in law offices, banks, insurance companies, private industry, title companies, and government. The paralegal works under the supervision of an attorney and can assist in all phases of practice except giving legal advice, appearing in court, and setting fees.

The program will accept a maximum of 9 credits of paralegal specialty transfer credits. Paralegals are required to complete a minimum of 9 credits in the traditional format at NCC.

Students who have an Associate or Baccalaureate degree should see information about the Paralegal Studies Certificate Program in this catalog. Because of the complexity of the program, students must be advised by the Paralegal Department. A minimum grade of "C" is required in all LAW courses.

Course Descriptions: Online or PDF

**Paralegal**

A.A.S. Program

Hegis Code: 5099

**Total Credits: 64-66**

First Semester	Credits
ACC 101 Accounting I	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
LAW 103 Business Law I	3
LAW 200 Introduction to Law and the Legal System	3
Math Elective	3-4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Laboratory Science Elective	4
LAW 104 Business Law II	3
LAW 209 Law Office Management	3
LAW 205 Legal Research and Writing <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits

HED Health Elective	2-3
LAW 204 Real Property	3
LAW 221 Litigation	3
Paralegal Elective <sup>(3)</sup>	6
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
Humanities Elective	3
LAW 206 Practicum or Paralegal Elective	3
Paralegal Electives <sup>(3)</sup>	6
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>

1. Depending of Placement
2. LAW 205 Legal Research and Writing is a required paralegal course and is a prerequisite for most Paralegal specialty courses.
3. Select four (4) Paralegal Electives:
  - LAW 202 Partnerships and Corporations
  - LAW 207 Torts and Personal Injury Law
  - LAW 208 Family Law
  - LAW 210 Bankruptcy/Debtor and Creditor Law
  - LAW 211 Legal Writing and Analysis
  - LAW 212 Elder Law
  - LAW 214 Law and Ethics in Medicine and Medical Malpractice
  - LAW 223 Estates and Administration

**Paralegal Studies (Cert.)** - The American Bar Association approved Certificate program in Paralegal Studies is designed to meet the needs of the college graduate seeking a career as a paralegal. In order to be eligible for admission, a student must have either an Associate or Baccalaureate degree. Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association. The program will accept a maximum of 9 credits of paralegal specialty transfer credits. Paralegals are required to complete a minimum of 9 credits in the traditional format at NCC.

A student must have either an Associate or baccalaureate degree to be eligible for admission to the Certificate program.

Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association. All other students should request information about the A.A.S. degree program. This curriculum is the recommended sequence for fulltime day students. It can be completed in one and a half semesters of full time study.

The sequence can be modified for evening and part-time students. Because of the complexity of the program, all advisement must be obtained from the Paralegal Program Department. A minimum grade of "C" is required in all Law courses.

Course Descriptions: Online or PDF

**Paralegal Studies**  
 Certificate Program  
 Hegis Code: 5099  
**Total Credits: 24**

<ul style="list-style-type: none"> <li>LAW 214 Law and Ethics in Medicine and Medical Malpractice</li> <li>LAW 223 Estates and Administration</li> </ul>	
<b>Total Semester Credits</b>	<b>12</b>

Gainful Employment Disclosure Information

<b>First Semester</b>	<b>Credits</b>
LAW 200 Introduction to Law and the Legal System	3
LAW 204 Real Property	3
LAW 205 Legal Research and Writing	3
LAW 221 Litigation	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
LAW 209 Law Office Management	3
Paralegal Electives 9 credits selected from the following 3 credit courses:	9
<ul style="list-style-type: none"> <li>LAW 202 Partnerships and Corporations</li> <li>LAW 206 Practicum</li> <li>LAW 207 Torts and Personal Injury Law</li> <li>LAW 208 Family Law</li> <li>LAW 210 Bankruptcy/ Debtor and Creditor Law</li> <li>LAW 211 Legal Writing and Analysis</li> <li>LAW 212 Elder Law</li> </ul>	



**OFFICE:** Library, 516.572.7400

**CHAIRPERSON:** Christine Faraday, Christine.Faraday@ncc.edu

**FACULTY:** D. Crugnola, L. Errico, K. Frazier, A. Friedman, L. Gorman, S. Gupta-Joseph, J. Mantegna, L. Wong-Loock

**TECHNOLOGISTS:** R. Delbango, S. Emin, R. Erben

**COURSES OFFERED:**

- LIB 100 Essential Research for College Success
- LIB 101 Introduction to Research

**OFFICE:** Cluster B, Room 2037, 516.572.7588

**CHAIRPERSON:** Pat Lupino, Pat.Lupino@ncc.edu

**FACULTY:** G. Arend, S. Beganskas, N. Bloom, S. Buto, R. Casciola, J. de la Lastra, W. Glass, D. Hope, J. Mandel, M. McNamara, H. O'Connell, J. Pescatore, S. Rose, T. Sands

**TECHNICAL ASSISTANTS:** A. Parlante, D. Rosenthal

**COURSES OFFERED:** Fashion Buying and Merchandising (FBM), Fashion Design (FSD), Interior Design (INT), Marketing (MKT), Retail Business Management (RET)

**The following curricula are offered by this Department**

**Business - Fashion Buying and Merchandising (A.A.S.)** – Students have the opportunity to specialize in a concentration of applied fashion merchandising courses. Specialized courses include: Fashion Advertising and Promotion, Introduction to Menswear, Introduction to Fashion Industry, Introduction to Import Buying, Fashion and Home Accessories, Fashion Coordination and Publicity, and Interior Design. As part of the program, students will study textiles, visual merchandising, retailing, and retail buying. Students will also have the opportunity to participate in an internship program, gaining valuable on-the-job experience. The degree prepares students for positions in resident buying offices, fashion manufacturers, designers' showrooms, retail stores, fashion publications, and other firms associated with the fashion industry.

**Fashion Design (A.A.S.)** – Students have the opportunity to complete the A.A.S. degree in the field of fashion design. Draping, art, patternmaking and garment construction will be taught using techniques and equipment employed in industry. Students will develop the skills necessary to translate their original sketches into finished garments using computer aided design as part of the overall program. In addition to their coursework, students are encouraged to participate in industry-sponsored and community events. During the Spring semester, a fashion show is produced showcasing the fourth semester students' projects. Students will participate in an internship program in a design firm studio. The academic and practical experiences attained in this program provide a basis for employment as a designer, assistant designer, patternmaker, production or product development assistant or manager. Graduates may transfer to a four-year college to pursue a Bachelor of Fine Arts or Bachelor of Science degree. The College maintains a transfer agreement with F.I.T. for students wishing to pursue a 4-year technical design degree upon graduation.

**Interior Design (A.A.S.)** – The Interior Design AAS degree program provides students with a broad-based, hands-on education geared towards obtaining employment in the field of Interior Design. Emphasis is placed on developing conceptual, technical, and communication skills and building industry relationships. The AAS degree program includes a core of liberal arts courses which will aid in the pursuit of a four year degree.

**Interior Design (Certificate)** – The Interior Design Certificate program provides students with a broad-based, hands-on education geared towards obtaining employment in the field of interior design. Emphasis is placed on developing conceptual, technical, and communication skills and building industry relationships.

**Marketing (A.S.)** - The Marketing AS degree program is designed for students who wish to transfer to four year institutions as well as students who wish to begin careers in the field of marketing. The program provides students with an understanding of contemporary concepts and practices in the field of marketing, as well as an overview of global business practices. The program has an emphasis on the application of marketing principles and concepts through experiential learning.

**Business - Marketing (A.A.S.)** – This degree is designed to satisfy the requirements of marketing and management organizations that seek competent personnel for positions of responsibility in business. Graduates of this program secure positions as entry level marketing and management trainees. The Associate in Applied Science (A.A.S.) degree serves as the foundation for a business career upon graduation or continued education at a four-year institution.

**Business - Retail Business Management (A.A.S.)** – Students in retail business management are prepared for merchandising and management careers in such retail enterprises as department and specialty stores, resident buying offices, chain organizations, and small businesses. Students will also have the opportunity to participate in an internship program, gaining valuable on-the-job experience. The Associate in Applied Science (A.A.S.) degree provides students with positions in the retailing industry upon graduation or continued education at a four-year institution.

**Sport Marketing (A.S.)** - The Sport Marketing AS degree program provides students with an overview of the growing, dynamic field of sports marketing and is designed for students who plan to transfer to four year institutions upon graduation. This marketing focused program enables students to develop an expertise in the sports industry, along with an appreciation of the global nature and influences of this growing field. The program also serves as a foundation for those students who wish to enter the job market seeking entry level positions in firms engaged in sports marketing.

**Business - Fashion Buying and Merchandising (A.A.S.)** – Students have the opportunity to specialize in a concentration of applied fashion merchandising courses. Specialized courses include: Fashion Advertising and Promotion, Introduction to Menswear, Introduction to Fashion Industry, Introduction to Import Buying, Fashion and Home Accessories, Fashion Coordination and Publicity, and Interior Design. As part of the program, students will study textiles, visual merchandising, retailing, and retail buying. Students will also have the opportunity to participate in an internship program, gaining valuable on-the-job experience. The degree prepares students for positions in resident buying offices, fashion manufacturers, designers’ showrooms, retail stores, fashion publications, and other firms associated with the fashion industry.

Course Descriptions: Online or PDF

**Business - Fashion Buying & Merchandising**

A.A.S. Program

Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
FBM 120 Introduction to the Fashion Industry	3
MKT 100 Introduction to Marketing	3
RET 107 Principles of Retailing	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Fashion Area Electives <sup>(2)</sup>	3
MKT 103 Principles of Sales	3
Mathematics Elective	3
RET 115 Textiles	3
RET 119 Retail Buying	3
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
Business Area Elective <sup>(3)</sup>	3

FBM 130 Fashion and Home Accessories	3
FBM 160 Seminar in Contemporary Fashion Buying and Merchandising	3
Laboratory Science Elective	4
RET 111 Retail Merchandising or MKT 101 Business Mathematics (as advised)	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
FBM 110 Fashion Advertising and Promotion	3
FBM 142 Fashion Buying and Merchandising Field Training	3
Humanities Elective	3
RET 109 Visual Merchandising	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>

1. Depending on placement
2. Fashion Area Electives include:
  - FBM 121 Introduction to Menswear
  - FBM 125 Introduction to Import Buying
  - FBM 140 Introduction to Interior Design
  - FBM 150 Fashion Coordination and Publicity
  - INT 101 Interior Design Studio I
  - INT 102 History of Furnishings and Design
  - INT 104 Color for Home Furnishings and Design
3. Business Area Electives include:
  - MKT
  - RET
  - FBM
  - FSD
  - INT
  - BUS
  - CMP
  - ABT
  - LAW

**Fashion Design (A.A.S.)** – Students have the opportunity to complete the Associate in Applied Science (A.A.S.) degree in the field of fashion design. Draping, fashion art, patternmaking, and garment construction will be taught using techniques and equipment employed in industry. Students will develop the skills necessary to translate their original sketches into finished garments. In addition to their coursework, students are encouraged to participate in industry-sponsored and community events. During the Spring semester, a fashion show is produced showcasing the fourth semester students' projects. Students will participate in an internship program in a design firm studio. The academic and practical experiences attained in this program provide a basis for employment as a designer, assistant designer, patternmaker, production or product development assistant or manager. Graduates may transfer to a four-year college to pursue a Bachelor of Fine Arts or Bachelor of Science degree. Applicants are encouraged to contact the Marketing Office at 516-572-7588, Extension 0 to learn more about the program.

Course Descriptions: Online or PDF

**Fashion Design**  
A.A.S. Program  
Hegis Code: 5012

**Total Credits: 63**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
FSD 101 Draping and Design I <sup>(2)</sup>	4
FSD 120 Garment Construction	3
FSD 135 Fashion Art I	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
FSD 102 Draping and Design II <sup>(4)</sup>	4
FSD 110 Flat Pattern Design I <sup>(3)</sup>	2
FSD 121 Fashion History	3
FSD 136 Fashion Art II	3
RET 115 Textiles	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits

FSD 103 Draping and Design III <sup>(4)</sup>	4
FSD 111 Flat Pattern Design II <sup>(4)</sup>	2
FSD 235 Fashion Art III	3
Laboratory Science Elective	4
<b>Total Semester Credits</b>	<b>13</b>
Fourth Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
FSD 104 Design Studio <sup>(4)</sup>	4
FSD 122 Fashion Design Business Practices	3
FSD 236 Fashion Art IV	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>16</b>
Summer Session	Credits
FSD 142 Field Training <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>3</b>

1. Depending on placement
2. Prerequisite or co-requisite and permission of instructor
3. Permission of instructor
4. Prerequisite
5. Prerequisites and permission of instructor

**Interior Design (A.A.S.)** – The Interior Design AAS degree program provides students with a broad-based, hands-on education geared towards obtaining employment in the field of Interior Design. Emphasis is placed on developing conceptual, technical, and communication skills and building industry relationships. The AAS degree program includes a core of liberal arts courses which will aid in the pursuit of a four year degree.

Course Descriptions: Online or PDF

**Interior Design**  
A.A.S. Program  
Hegis Code: 5012

**Total Credits: 64**

First Semester	Credits
ART 111 Drawing I	3
ENS 101 Graphics	1
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
INT 101 Interior Design Studio I	3
INT 104 Color for Home Furnishings and Design	3
INT 203 Presentation Techniques for Interior Designer	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
INT 102 History of Furnishing and Design	3
INT 105 Resources and Materials	3
INT 201 Interior Design Studio II	3
Mathematics Elective	3
Social Sciences Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
ENS 105 Introduction to CAD	2
INT 204 Interior Lighting Design	3
INT 210 Interior Design Studio III	3

Laboratory Science Elective	4
Social Sciences Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
CET 107 Codes and Construction	3
COM 101 Interpersonal Communication or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective	3
INT 107 Professional Practices and Business Techniques	3
INT 220 Interior Design Studio IV	3
INT 142 Field Training	3
<b>Total Semester Credits</b>	<b>18</b>

1. Depending on placement

**Interior Design (Cert.)**—The Interior Design Certificate program provides students with a broad-based, hands-on education geared towards obtaining employment in the field of interior design. Emphasis is placed on developing conceptual, technical, and communication skills and building industry relationships.

Course Descriptions: Online or PDF

**Interior Design**

Certificate Program

Hegis Code: 5012

**Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
ART 111 Drawing I	3
ENS 101 Graphics	1
INT 101 Interior Design Studio I	3
INT 102 History of Furnishings and Design	3
INT 104 Color for Home Furnishings and Design	3
INT 203 Presentation Techniques for Interior Designers	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
ENS 105 Introduction to CAD	2
INT 105 Resources and Materials	3
INT 107 Professional Practices and Business Techniques	3
INT 201 Design Studio II	3
INT 204 Interior Lighting Design	3
<b>Total Semester Credits</b>	<b>14</b>

Gainful Employment Disclosure Information

**Business-Marketing (A.A.S.)** – This degree is designed to satisfy the requirements of marketing and management organizations that seek competent personnel for positions of responsibility in business. Graduates of this program secure positions as entry level marketing and management trainees. The Associate in Applied Science (A.A.S.) degree serves as the foundation for a business career upon graduation or continued education at a four-year institution.

Course Descriptions: Online or PDF

**Business-Marketing**

A.A.S. Program  
Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
LAW 103 Business Law I	3
MKT 100 Introduction to Marketing	3
MKT 101 Business Mathematics or ACC 101 Accounting I	3
MKT 103 Principles of Sales	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Marketing Elective <sup>(2)</sup>	3
MKT 106 Principles of Advertising	3
MAT 102 Introduction to Statistics or higher	3
RET 107 Principles of Retailing or MKT 112 Small Business Marketing	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
Business Administration Elective	3

Laboratory Science Elective	4
Marketing Elective <sup>(2)</sup>	3
MKT 130 Marketing Research	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
Business Area Electives <sup>(3)</sup>	6
CMP 115 Computers in Business	3
Humanities Elective	3
MKT 136 Marketing Management	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>18</b>

1. Depending on placement
2. Any course with a MKT designation not already designated as a degree requirement for Marketing.
3. Selection may be made from:
  - Accounting (ACC), except ACC 101 (Accounting I)
  - Administrative Business Technology (ABT)
  - Business Administration (BUS), except BUS 111 (Entrepreneurship)
  - Computer Processing (CMP)
  - Economics (ECO)
  - Fashion Buying and Merchandising (FBM)
  - Hospitality Business (HTL)
  - Law (LAW)
  - Marketing (MKT), except MKT 101 (Business Mathematics)
  - Retail Business Management (RET)

**Marketing (A.S.)** – The Marketing AS degree program is designed for students who wish to transfer to four year institutions as well as students who wish to begin careers in the field of marketing. The program provides students with an understanding of contemporary concepts and practices in the field of marketing, as well as an overview of global business practices. The program has an emphasis on the application of marketing principles and concepts through experiential learning.

Course Descriptions: Online or PDF

**Marketing**  
A.S. Program  
Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ACC 101 Principles of Accounting I	3
BUS 112 Principles of Management	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ENG 100 Enhanced Composition I, or ENG 101 Composition I, or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MKT 100 Introduction to Marketing	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ACC 102 Accounting II	3
ART 201 Survey of Art History I	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MKT 130 Marketing Research, or MKT 145 Consumer Motivation and Buyer Behavior	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
ECO 207 Principles of Macroeconomics	3

Laboratory Science Elective	4
MKT 103 Principles of Sales	3
MKT 106 Principles of Advertising	3
MAT Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
ECO 208 Principles of Microeconomics	3
ECO 222 Economic Geography of the World	3
English Literature Elective	3
Marketing Elective <sup>(2)</sup>	3
Marketing Elective <sup>(2)</sup>	3
Science Elective	3
<b>Total Semester Credits</b>	<b>18</b>

1. Depending on placement
2. Any course with a MKT designation that is not already a degree requirement, except MKT 101 (Business Mathematics).



**Business - Retail Business Management (A.A.S.)** – Students in retail business management are prepared for merchandising and management careers in such retail enterprises as department and specialty stores, resident buying offices, chain organizations, and small businesses. Students will also have the opportunity to participate in an internship program, gaining valuable on-the-job experience. The Associate in Applied Science (A.A.S.) degree provides students with positions in the retailing industry upon graduation or continued education at a four-year institution.

Course Descriptions: Online or PDF

**Business - Retail Business Management**

A.A.S. Program  
Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MKT 100 Introduction to Marketing	3
MKT 103 Principles of Sales	3
NCC 101 Freshman Seminar: The College Experience	1
RET 107 Principles of Retailing	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
CMP 115 Computers in Business	3
MKT 101 Business Mathematics or RET 111 Retail Merchandising (as advised)	3
MKT 145 Consumer Motivation and Buyer Behavior	3
MKT 160 Customer Service	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits

Business Elective <sup>(2)</sup>	3
HED Health Elective	2
Humanities Elective	3
RET 109 Visual Merchandising	3
RET 142 Field Training <sup>(3)(4)</sup>	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
Business Elective <sup>(2)</sup>	3
Lab Science Elective	4
MKT 106 Principles of Advertising	3
MKT 112 Small Business Marketing	3
Math Elective	3
<b>Total Semester Credits</b>	<b>16</b>

1. Depending on placement
2. Business electives as advised
3. Internship - as advised both day and evening students
4. FBM 142 Fashion Buying and Merchandising Field Training and MKT 142 Field Training are acceptable to fulfill the requirements for the Retail Business Management Program.

**Sport Marketing (A.S.)** - The Sport Marketing AS degree program provides students with an overview of the growing, dynamic field of sports marketing and is designed for students who plan to transfer to four year institutions upon graduation. This marketing focused program enables students to develop an expertise in the sports industry, along with an appreciation of the global nature and influences of this growing field. The program also serves as a foundation for those students who wish to enter the job market seeking entry level positions in firms engaged in sports marketing.

Course Descriptions: Online or PDF

**Sport Marketing**  
A.S. Program  
Hegis Code: 5004

**Total Credits: 64**

First Semester	Credits
ACC 101 Principles of Accounting I	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ENG 100 Enhanced Composition I, or ENG 101 Composition I, or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MKT 100 Introduction to Marketing	3
Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ACC 102 Accounting II	3
ART 201 Survey of Art History I	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT 102 Introduction to Statistics	3
MKT 105 Sports Marketing	3
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
ECO 207 Principles of Macroeconomics	3
Laboratory Science Elective	4

LAW 106 Sports and the Law	3
MAT Elective	3
MKT 106 Principles of Advertising	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
BUS 280 Introduction to Sports Management	3
ECO 208 Principles of Microeconomics	3
ECO 222 Economic Geography of the World	3
English Literature Elective	3
Marketing Elective <sup>(2)</sup>	3
Marketing Elective <sup>(2)</sup>	3
<b>Total Semester Credits</b>	<b>18</b>

1. Depending on placement
2. Any course with a MKT designation that is not already a degree requirement, except MKT 101 (Business Mathematics).

**OFFICE:** Cluster B, Room 3028, 516.572.7383

**CHAIRPERSON:** Stuart Kaplan, Stuart.Kaplan@ncc.edu

**FACULTY:** B. Abgarian, K. Adel, E. Alfar, J. Altamura, J. Bernat, J. Bosworth, E. Botkin, D. Burdge, E. DeFalco, L. Delitsky, L. Frimerman, J. Ganson, D. Grodenchik, H. Huntington, M. Javadi, S. Kaplan, S. Keegan, I. Klikovac, J. Kohut, P. Kreinbihl, D. Kugler, C. Lin, A. Mantell, J. Martin, J. Mazza, C. Merlo, R. Moscatelli, D. Nataro, A. Oglesby-Reyes, L. Orlova, U. Osuno, J. Peluso, L. Postner, M. Pournazari, T. Re, M. Riedinger, C. Roethel, R. Rojas, M. Rose, J. Seibert, D. Sher, R. Skurnick, D. Spelman, G. Spengler, D. Stramiello, J. Thacker, S. Trabucco, D. Tyler, T. Vecchiarelli, M. Zucker

**TECHNICAL ASSISTANTS:** A. Baderian, F. Chiang, F. Graham, E. Hom, K. Kosta, V. Kong, P. Kreinbihl, S. Ochani

**COURSES OFFERED:** Computer Processing (CMP), Computer Science (CSC), Information Technology (ITE), Mathematics (MAT)

The purpose of the mathematics curriculum is essentially twofold: to provide a necessary aspect of a liberal arts education and to supply the necessary mathematics requirements for continued study in a Baccalaureate program and/or a career in such fields as mathematics, science, engineering, economics, accounting, the behavioral sciences, and such professions. Facilities on campus include Computer Learning Center (B 225), Math Center (B 130), the Math Success Center (B 116), and Anxiety Center (B 126).

**The following curricula are offered by this Department:**

**Cisco Certified Entry Networking Technician (Cert)**—This Certificate program will prepare students to take the Cisco CCENT certification exam. The Cisco CCENT certification is one of the industry's leading certifications in Information and Communications Technology (ICT). Courses in the program will allow students to troubleshoot and configure Cisco routers and switches. Students will have the opportunity to work with enterprise grade Cisco equipment under the supervision of Cisco certified instructors.

**Computer Science (A.S.)**—This program leads to the Associate in Science (A.S.) degree and is designed for those who intend to transfer to a baccalaureate program oriented in the design of hardware and software of computer systems. The program stresses computer, mathematics, and science courses which are appropriate for transfer to a baccalaureate program.

**Cybersecurity (Cert.)**—The Cybersecurity Certificate will introduce students to the world of information security. Confidentiality, integrity and availability will be a key focus as those three topics are a benchmark for evaluation of an information systems security. Students will be introduced to a wide variety of security related topics including physical security, encryption, security planning, disaster response, and will gain hands-on experience through Virtual Labs.

**Information Technology (A.A.S.)**—This program leads to the Associate in Applied Science (A.A.S.) degree and is designed primarily for those who intend to seek immediate employment in Information Technology. It is also beneficial for students planning to transfer to baccalaureate degree programs in I.T. or related areas. The program includes a general education foundation plus the business and mathematics courses necessary to augment the extensive computer courses. By judicious use of electives along with active advisement from departmental faculty, students can tailor the degree program to meet their individual needs. Topics included for study are object-oriented programming, web programming, 3-tier application development, relational database management and development, and Windows Server and Linux Administration.

**Information Technology (Cert.)**—The Information Technology Certificate Program has been designed to provide training in computer skills to meet the needs of students to adapt and succeed in the rapid growth and application of new and emerging computer technologies. The program includes a wide range of courses in computer areas such as networking, programming, and applications in order to provide training to develop marketable skills or an opportunity for college graduates to upgrade their computer skills or prepare for a career change. Students without any computer experience should complete CMP 100 (Computing Technology in Today's Society) before entering the certificate program.

**Liberal Arts & Science - Mathematics (A.S.)**—This program is designed for students who intend to transfer to a baccalaureate program in mathematics, mathematics education (secondary), or a related applied field. Graduates of the program should be able to complete the baccalaureate degree in two years of additional full-time study. The program includes liberal arts courses to provide a broadbased general education, plus computer science and science courses to augment the extensive mathematics component. The mathematics core develops knowledge in three basic areas of mathematics learning: proof and theory, algorithms, and applications. The computer component develops important ancillary skills.

**Cisco Certified Entry Networking Technician (Cert.)** - This Certificate program will prepare students to take the Cisco CCENT certification exam. The Cisco CCENT certification is one of the industry's leading certifications in Information and Communications Technology (ICT). Courses in the program will allow students to troubleshoot and configure Cisco routers and switches. Students will have the opportunity to work with enterprise grade Cisco equipment under the supervision of Cisco certified instructors.

Course Descriptions: Online or PDF

**Cisco Certified Entry Networking Technician**

Certificate

Hegis Code: 5199

**Total Credits: 19-20**

*The Certificate Program in CISCO Certified Entry Networking Technician is not eligible for State or Federal student aid.*

First Semester	Credits
CMP 103 IT Essentials	4
ITE 213 Data Communications and the Internet	3
ITE 215 Topics in Data Communications and Enterprise Networks	3
<b>Total Semester Credits</b>	<b>10</b>
Second Semester	Credits
ITE 255 Routing and Switching Essentials	6
Mathematics Elective <sup>(1)</sup>	3-4
<b>Total Semester Credits</b>	<b>9-10</b>

1. MAT 102 Introduction to Statistics or higher

**Computer Science (A.S.)** - This program leads to the Associate in Science (A.S.) degree and is designed for those who intend to transfer to a baccalaureate program oriented in the design of hardware and software of computer systems. The program stresses computer, mathematics, and science courses which are appropriate for transfer to a baccalaureate program.

Students who do not qualify for MAT 122 Calculus I and CSC 120 Computer Science I must seek advisement for MAT and CSC placement and should note that more than four semesters may be required to complete the degree program.

Course Descriptions: Online or PDF

### Computer Science

A.S. Program

Hegis Code: 5101

#### Total Credits: 64

First Semester	Credits
CSC 120 Computer Science I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HED Health Elective <sup>(2)</sup>	3
MAT 122 Calculus I	4
Social Science Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
CSC 130 Computer Science II	4
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective <sup>(4)</sup>	3
MAT 123 Calculus II	4
MAT 241 Discrete Mathematical Structures	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CSC 217 C Programming Language	3
CSC 230 Data Structures	3
CSC/MAT Elective <sup>(5)</sup>	3
PHY 151 Physics Science and Math I, or	4

BIO 109 General Biology I, or CHE 151 General Chemistry I <sup>(6)</sup>	
Social Science Elective <sup>(7)</sup>	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
CSC 260 Computer Architecture and Organization	4
CSC/MAT Elective <sup>(5)</sup>	3
Humanities Elective <sup>(8)</sup>	3
PHY 152 Physics Science and Math II, or BIO 110 General Biology II, or CHE 152 General Chemistry II <sup>(6)</sup>	4
<b>Total Semester Credits</b>	<b>14</b>

1. Depending on placement
2. Students must select a 3 credit HED course, not a 2 credit course.
3. Students should choose a course that fulfills one of the following SUNY General Education Requirements:
  - SUNY GER American History
  - SUNY GER Other World Civilizations
  - SUNY GER Social Sciences
  - SUNY GER Western Civilization
4. Students should choose a course that fulfills one of the following SUNY General Education Requirements:
  - SUNY GER Foreign Languages
  - SUNY GER Humanities
  - SUNY GER The Arts
  - SUNY GER Other World Civilizations
5. Computer Science/Mathematics Elective: Choose from:
  - CSC 240 Mobile Application Development
  - MAT 131 Probability with Statistical Inference
  - MAT 200 Foundations of Advanced Mathematics
  - MAT 225 Multivariable Calculus
  - MAT 226 Elementary Linear Algebra (Requires MAT 123 pre-requisite)
  - MAT 234 Elementary Differential Equations (Requires MAT 123 pre-requisite)
  - MAT 235 Algebraic Structures (Requires MAT 225 pre-requisite)
6. Students must choose to take a two semester science sequence:
  - PHY 151 Physics Science and Math I
  - PHY 152 Physics Science and Math II
  - BIO 109 General Biology I
  - BIO 110 General Biology II
  - CHE 151 General Chemistry I
  - CHE 152 General Chemistry II

7. Students should choose a course that fulfills one of the following SUNY General Education Requirements **and be a different requirement than the one fulfilled in Semester I:**
  - SUNY GER American History
  - SUNY GER Other World Civilizations
  - SUNY GER Social Sciences
  - SUNY GER Western Civilization
8. Students should choose a course that fulfills one of the following SUNY General Education Requirements **and be a different requirement than the one fulfilled in Semester II:**
  - SUNY GER Foreign Languages
  - SUNY GER Humanities
  - SUNY GER The Arts
  - SUNY GER Other World Civilizations

**Cybersecurity (Cert.)** - The Cybersecurity Certificate will introduce students to the world of information security. Confidentiality, integrity and availability will be a key focus as those three topics are a benchmark for evaluation of an information systems security. Students will be introduced to a wide variety of security related topics including physical security, encryption, security planning, disaster response, and will gain hands-on experience through Virtual Labs.

Course Descriptions: Online or PDF

**Cybersecurity**  
Certificate  
Hegis Code: 5199

**Total Credits: 28**

First Semester	Credits
ITE 153 Operating Systems Management	4
ITE 213 Data Communications and the Internet	3
ITE 217 Information Security	3
Elective <sup>(1)</sup>	3
<b>Total Semester Credits</b>	<b>13</b>
Second Semester	Credits
ITE 223 Network Management I	4
ITE 227 Computer Forensics	4
ITE 237 Hacking Techniques and Defensive Technology	3
Elective <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>15</b>

#### Gainful Employment Disclosure Information

- Students should choose from:
  - CRJ 201 Criminal Investigation
  - CRJ 230 Introduction to White Collar Crime
- Students should choose from:
  - MAT 109 College Algebra and Trigonometry
  - MAT 111 Pre-Calculus
  - MAT 122 Calculus I
  - MAT 150 Data Science/Analytics

**Information Technology (A.A.S.)**—This program leads to the Associate in Applied Science (A.A.S.) degree and is designed primarily for those who intend to seek immediate employment in Information Technology. It is also beneficial for students planning to transfer to baccalaureate degree programs in I.T. or related areas. The program includes a general education foundation plus the business and mathematics courses necessary to augment the extensive computer courses. By judicious use of electives along with active advisement from departmental faculty, students can tailor the degree program to meet their individual needs. Topics included for study are object-oriented programming, web programming, 3-tier application development, relational database management and development, and Windows Server and Linux Administration.

Course Descriptions: Online or PDF

**Information Technology**

A.A.S. Program

Hegis Code: 5101

**Total Credits: 64-67**

First Semester	Credits
BUS/ACC Elective <sup>(1)</sup>	3
CSC 104 Programming Logic and Problem Solving	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
ITE 101 Introduction to Information Technology	3
Mathematics Elective (MAT 102 Introduction to Statistics or higher)	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective <sup>(3)</sup>	3
ITE 153 Operating System Management	4
ITE 154 Web Programming I	3
Mathematics Elective (MAT 102 Introductory Algebra or higher)	3-4
<b>Total Semester Credits</b>	<b>16-17</b>

Third Semester	Credits
HED Health Elective	2-3
ITE 213 Data Communications and the Internet	3
ITE 223 Network Management I	4
ITE 204 Java Programming	4
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>16-17</b>
Fourth Semester	Credits
ITE Elective <sup>(5)</sup>	6
ITE 252 Database Management	4
Laboratory Science	4
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>

1. Business Electives:
  - ABT 245 Administrative Management
  - ACC 101 Accounting I
  - BUS 100 Creative Problem Solving in Business
  - BUS 110 Introduction to Business
  - BUS 111 Entrepreneurship
  - BUS 112 Principles of Management
  - LAW 103 Business Law I
2. Depending on placement
3. Choice of:
  - African American Studies (as listed in catalog)
  - Art
  - Communications
  - English
  - Foreign Languages
  - Library
  - MDC 102 The Making of the Modern Mind II
  - Music
  - Philosophy
  - Reading
  - Theatre/Dance
4. Choices of:
  - African American History (including AFR 185 African American Culture)
  - Economics
  - Finance
  - Geography
  - History
  - Interdisciplinary Global Studies
  - Political Science
  - Psychology
  - Sociology



5. Choose from:
- CMP 294 Cooperative Education Internship
  - ITE 253 Network Management II
  - ITE 254 Web Programming II
  - ITE 264 Applications Development

Course Descriptions: Online or PDF

### Information Technology

Certificate

Hegis Code: 5199

#### Total Credits: 32-33

First Semester	Credits
Business Elective <sup>(1)</sup>	3
CSC 104 Programming Logic and Problem Solving	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3
ITE 101 Introduction to Information Technology	3
Mathematics Elective <sup>(3)</sup>	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ITE 153 Operating Systems Management	4
ITE 154 Web Programming I	3
ITE 213 Data Communications and the Internet	3
ITE 252 Database Management	4
<b>Total Semester Credits</b>	<b>17</b>

#### Gainful Employment Disclosure Information

1. Choose from:
  - ABT 245 Administrative Management
  - ACC 101 Accounting I
  - BUS 100 Creative Problem Solving in Business
  - BUS 110 Introduction to Business
  - BUS 111 Entrepreneurship
  - BUS 112 Principles of Management
  - LAW 103 Business Law I
2. Depending on placement
3. MAT 102 Introduction to Statistics or higher

**Liberal Arts & Sciences: Mathematics (A.S.)**—This program is designed for students who intend to transfer to a baccalaureate program in mathematics, mathematics education (secondary), or a related applied field. Graduates of the program should be able to complete the baccalaureate degree in two years of additional full-time study. The program includes liberal arts courses to provide a broadbased general education, plus computer science and science courses to augment the extensive mathematics component. The mathematics core develops knowledge in three basic areas of mathematics learning: proof and theory, algorithms, and applications. The computer component develops important ancillary skills.

Course Descriptions: Online or PDF

**Liberal Arts & Sciences: Mathematics**

A.S. Program

Hegis Code: 5617

**Total Credits: 64-66**

First Semester	Credits
CSC 120 Computer Science I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Humanities Elective <sup>(2)</sup>	3
MAT 122 Calculus I <sup>(3)</sup>	4
Social Science Elective <sup>(4)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Humanities Elective <sup>(5)</sup>	3
MAT 123 Calculus II	4
MAT 241 Discrete Mathematical Structures	3
PED Activity Course(s)	1
Social Science Elective <sup>(6)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
HED Health Elective	2-3
MAT 131 Probability with Statistical Inference	3
MAT 200 Foundations of Advanced Mathematics	3

MAT 225 Multivariable Calculus	4
PHY 151 Physics Science and Math I	4
<b>Total Semester Credits</b>	<b>16-17</b>
Fourth Semester	Credits
Elective(s) <sup>(7)</sup>	3-4
MAT 226 Elementary Linear Algebra	4
MAT 234 Elementary Differential Equations	3
PHY 152 Physics Science and Math II	4
<b>Total Semester Credits</b>	<b>14-15</b>

- Depending on placement
- Students who do not qualify for MAT 122 Calculus I must seek advisement for math placement and should note that placement into any course below MAT 122 Calculus I implies that more than four semesters will be required to complete the degree program.
- Student should choose a course that fulfills one of the following SUNY General Education Requirements:
  - SUNY GER Foreign Language
  - SUNY GER Humanities
  - SUNY GER The Arts
- Student should choose a course that fulfills one of the following SUNY General Education Requirements:
  - SUNY GER American History
  - SUNY GER Social Sciences
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilizations
- Student should choose a course that fulfills one of the following SUNY General Education Requirements and **be a different requirement than the one fulfilled in Semester I:**
  - SUNY GER Foreign Language
  - SUNY GER Humanities
  - SUNY GER The Arts
- Student should choose a course that fulfills one of the following SUNY General Education Requirements and **be a different requirement than the one fulfilled in Semester I:**
  - SUNY GER American History
  - SUNY GER Social Sciences
  - SUNY GER Western Civilization
  - SUNY GER Other World Civilizations
- Any course offered by the College may be taken, but no math courses numbered MAT 122 Calculus I or lower may be used.

**OFFICE:** 357 East Road, 516.572.7277

**CHAIRPERSON:** Michael F. Mastellone,  
Michael.Mastellone@ncc.edu

**FACULTY:** G. Wingster

**TECHNICAL ASSISTANT:** K. Schroeder

**COURSES OFFERED:** Mortuary Science (MSC)

**The following curriculum is offered by this Department:**

Mortuary Science (A.A.S.) - This program includes extensive work in the areas of biological science, business, and social science, as well as instruction within the major area of funeral service. Candidates for licensure must take the National Board Examination sponsored by the International Conference of Funeral Service Examining Board. After successfully passing the national test, graduates must intern for a period of one year as a Registered Resident prior to receiving the Funeral Director License. The Mortuary Science degree program at Nassau Community College is accredited by the American Board of Funeral Service Education (ABFSE), 992 Mantua Pike, Suite 108 Woodbury Heights, NJ 08097; Phone: 816.233-3747; Web: [exdir@abfe.org](mailto:exdir@abfe.org)

National Board Examination pass rates, graduation rates, and employment rates for this and other ABFSE-accredited programs are available at [www.abfse.org](http://www.abfse.org). To request a printed copy of this program's rates, visit the NCC Mortuary Science Department webpage, email [MortuaryScience@ncc.edu](mailto:MortuaryScience@ncc.edu), or call 516.572.7277.

Registration with the N.Y.S. Bureau of Funeral Directing is required before matriculation status is granted. Students must supply their own transportation to off-campus assignments.

**Mortuary Science (A.A.S.)**—This program includes extensive work in the areas of biological science, business, and social science, as well as instruction within the major area of funeral service. Candidates for licensure must take the National Board Examination sponsored by the International Conference of Funeral Service Examining Board. After successfully passing the national test, graduates must intern for a period of one year as a Registered Resident prior to receiving the Funeral Director License. The Mortuary Science degree program at Nassau Community College is accredited by the American Board of Funeral Service Education (ABFSE) 992 Mantua Pike, Suite 108, Woodbury Heights, NJ 08097, 816.233.3734, [www.abfse.org](http://www.abfse.org).

National Board Examination pass rates, graduation rates, and employment rates for this and other ABFSE-accredited programs are available at [www.abfse.org](http://www.abfse.org). To request a printed copy of this program's rates, visit the Mortuary Science Department webpage, email [MortuaryScience@ncc.edu](mailto:MortuaryScience@ncc.edu), or call 516.572.7277.

Registration with the N.Y.S. Bureau of Funeral Directing is required before matriculation status is granted. Students must supply their own transportation to off-campus assignments.

Course Descriptions: Online or PDF

### Mortuary Science

A.A.S. Program

Hegis Code: 5299.20

**Total Credits: 69**

First Semester	Credits
ACC 101 Accounting I	3
CHE 135 Chemistry for Applied Science	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MSC 124 Anatomy for Embalmers I	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT 102 Introduction to Statistics	3
MSC 112 Public Health and Sanitation	3
MSC 235 Anatomy for Embalmers II	3
SOC 201 Introduction to Sociology	3

<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
COM 103 Public Speaking	3
CMP 115 Computer in Business	3
<b>Total Semester Credits</b>	<b>6</b>
Third Semester	Credits
MSC 111 Funeral Orientation	3
MSC 236 Embalming Theory I	3
MSC 237 Embalming Laboratory I <sup>(2)</sup>	1.5
MSC 238 Pathology <sup>(2)</sup>	3
MSC 241 Restorative Art	3
MSC 249 Funeral Counseling and Psychology	3
<b>Total Semester Credits</b>	<b>16.5</b>
Fourth Semester	Credits
MSC 127 Funeral Home Management	3
MSC 234 Mortuary Law and Ethics	3
MSC 242 Human Disposition: Burial and Cremation	3
MSC 245 Funeral Directing with Practicum	3
MSC 247 Embalming Theory II	2
MSC 248 Embalming Laboratory II <sup>(2)</sup>	1.5
<b>Total Semester Credits</b>	<b>15.5</b>

1. Depending on placement
2. Students must provide own transportation to off-campus field experiences

**NOTE:** The Department recommends that students take 3-6 credits in summer semesters.

A grade of "C" or better is required in:

- all Mortuary Science (MSC) courses
- ACC 101 Accounting I
- CHE 135 Chemistry for Applied Science
- MAT 102 Introduction to Statistics

**OFFICE:** Building H, Room 222, 516.572.7446/7

**CHAIRPERSON:** Harry Marenstein, Harry.Marenstein@ncc.edu

**FACULTY:** B. Arendsen, G. Cavallo, J. Golan, H. Marenstein, C. Miley, N. Neal, R. Patane, P. Sheehan, S. Sobolewski.

**TECHNICAL ASSISTANTS:** D. Ferraro, C. Jusino, S. Locascio

**COURSES OFFERED:** Music (MUS), Studio Recording Technology (SRT)

The mission of the Music Department is threefold: first, to provide quality instruction in performance, music theory and musicianship, and music history to prepare students pursuing careers in music; second, to provide survey courses in various aspects of music as humanities and general electives for students in other degree programs; third, to serve as a cultural resource center in music for the students and the larger community of Nassau County by sponsoring performing ensembles and presenting concerts.

**The following curricula are offered by this Department:**

Performing Arts Music (A.A.S.) - A two-year music concentration program that leads to the Associate in Applied Science (A.A.S.) degree is offered in Performing Arts. The curriculum also is transferable to four-year institutions and closely parallels the first two years of the Bachelor of Music degree. The degree may also lead directly to performance and other careers in the music industry. For acceptance, incoming students are required to audition on their major instrument (or voice) and take a test in written music theory, aural musicianship, and keyboard skills.

**A minimum grade of "C" is required in Music Major Classes.**

**Departmental Requirements for A.A.S. Degree in Performing Arts - Music:**

1. Four semesters of college-level theory
2. Four semesters of college-level sight-singing
3. Four semesters of keyboard harmony
4. Four semesters of college-level applied music
5. Four semesters of ensemble (chorus, orchestra, band, or percussion ensemble)
6. One semester of music literature and one semester of music history
7. Additional requirements as described under Programs of Study
8. A minimum grade of "C" is required in Music Major Classes.

**Applied Music Courses** (a special fee will be charged for all courses.)  
**Requirements for Applied Music:**

1. Students must be matriculated in a music degree program.
2. Students are required to perform on at least one recital each semester after reaching the second semester of college level study and also to attend a specified number of recitals and concerts each semester.
3. Woodwind and brass instrument students must also be enrolled in Band.
4. String instrument students must also be enrolled in Orchestra.
5. Voice, keyboard and guitar students must also be enrolled in Chorus.
6. Percussion students must also be enrolled in Percussion Ensemble.
7. Students are required to perform a jury exam at the end of each semester of applied music study.
8. MUS 000 (Applied Music Master Class) is a co-requisite for all applied music courses.

9. Students in applied music must also be enrolled in music theory unless those requirements have already been met.

Studio Recording Technology (Cert.) - This three-semester program is designed to introduce students to music and recording technology and to provide a broad-based perspective of the music industry. The SRT certificate is designed for those seeking entry-level employment in the recording industry, as well as those wishing to establish independent music recording/production businesses. Classes meet on campus. Internship training will take place at a professional recording, production or equivalent music industry work environment (at an off-campus location).

**A minimum grade of "C" is required in Studio Recording Classes.**

**Facilities for the Music Department** include a large performance space available for ensemble rehearsals, performances and recitals; several studios for applied music instruction; and several soundproof practice rooms, each equipped with an upright piano, available for individual practice sessions. The Department also has two piano laboratories, plus a computer laboratory and audio production laboratory that are available for student tutorial work. The Department owns a number of less common and/or larger instruments, which are available for student use. Music classrooms are equipped with state-of-the-art sound systems. The Music Department maintains an extensive teaching library of recordings and music scores.

**Performing Arts-Music (A.A.S.)**– A two-year music concentration program that leads to the Associate in Applied Science (A.A.S.) degree is offered in Performing Arts. The curriculum also is transferable to four-year institutions and closely parallels the first two years of the Bachelor of Music Degree. The degree may also lead directly to performance and other careers in the music industry. For acceptance, incoming students are required to audition on their major instrument (or voice) and take a test in written music theory, aural musicianship, and keyboard skills.

**A minimum grade of “C” is required in Music Major Classes.**

**Departmental Requirements for A.A.S. Degree in Performing Arts - Music:**

1. Four semesters of college-level theory
2. Four semesters of college-level sight-singing
3. Four semesters of keyboard harmony
4. Four semesters of college-level applied music
5. Four semesters of ensemble (chorus, orchestra, band, or percussion ensemble)
6. One semester of music literature and one semester of music history
7. Additional requirements as described under Programs of Study
8. A minimum grade of “C” is required in Music Major Classes.

**Applied Music Courses** (a special fee will be charged for all courses.)  
**Requirements for Applied Music:**

1. Students must be matriculated in a music degree program.
2. Students are required to perform on at least one recital each semester after reaching the second semester of college level study and also to attend a specified number of recitals and concerts each semester.
3. Woodwind and brass instrument students must also be enrolled in Band.
4. String instrument students must also be enrolled in Orchestra.
5. Voice, keyboard and guitar students must also be enrolled in Chorus.
6. Percussion students must also be enrolled in Percussion Ensemble.
7. Students are required to perform a jury exam at the end of each semester of applied music study.
8. MUS 000 (Applied Music Master Class) is a co-requisite for all applied music courses.
9. Students in applied music must also be enrolled in music theory unless those requirements have already been met.

Course Descriptions: Online or PDF

**Performing Arts-Music**

A.A.S. Program  
Hegis Code: 5610  
**Total Credits: 64**

First Semester	Credits
Applied Music <sup>(1)</sup>	2
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(2)</sup>	3

MUS 000 Applied Music Master Class <sup>(1)</sup>	0
MUS 117 Elements of Music I <sup>(3)</sup>	2
MUS 127 Keyboard Harmony I <sup>(3)</sup>	2
MUS 137 Sight-Singing I	2
Performing Organization <sup>(1)</sup>	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
Applied Music <sup>(1)</sup>	2
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MUS 000 Applied Music Master Class <sup>(1)</sup>	0
MUS 104 Introduction to Music Literature	3
MUS 118 Elements of Music II <sup>(3)</sup>	2
MUS 128 Keyboard Harmony II <sup>(3)</sup>	2
MUS 138 Sight-Singing II	2
Performing Organization <sup>(1)</sup>	1
<b>Total Semester Credits</b>	<b>15</b>
<b>Summer Session</b>	<b>Credits</b>
Mathematics Elective	3
<b>Total Semester Credits</b>	<b>3</b>
<b>Third Semester</b>	<b>Credits</b>
Applied Music <sup>(1)</sup>	2
Laboratory Science Elective <sup>(4)</sup>	4
MUS 000 Applied Music Master Class <sup>(1)</sup>	0
MUS 217 Elements of Music III <sup>(3)</sup>	2
MUS 227 Keyboard Harmony III <sup>(3)</sup>	1

MUS 237 Sight-Singing III	2
Music History Elective <sup>(5)</sup>	3
PED Activity Course(s)	1
Performing Organization <sup>(1)</sup>	1
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
Applied Music <sup>(1)</sup>	2
Humanities Elective	3
MUS 000 Applied Music Master Class <sup>(1)</sup>	0
MUS 218 Elements of Music IV <sup>(3)</sup>	2
MUS 228 Keyboard Harmony IV <sup>(3)</sup>	1
MUS 238 Sight-Singing IV	2
PED Activity Course(s)	1
Performing Organization <sup>(1)</sup>	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>

1. Co-requisites: Appropriate performing organization is determined by instrument
2. Depending on placement
3. Co-requisites
4. Recommended:
  - GSS 106 Science of Sound and Music
5. Students must complete one of the following courses:
  - MUS 201 History of Western Music I
  - MUS 204 History of Western Music II
  - MUS 208 History of Western Music III



**Studio Recording Technology (Cert.)** - This three-semester program is designed to introduce students to music and recording technology and to provide a broad-based perspective of the music industry. The SRT certificate is designed for those seeking entry-level employment in the recording industry, as well as those wishing to establish independent music recording/production businesses. Classes meet on campus. Internship training will take place at a professional recording, production or equivalent music industry work environment.

**A minimum grade of “C” is required in Studio Recording Classes.**

The Studio Recording Technology Program has the latest up-to-date technology labs and classrooms.

#### Technology Lab

Macintosh workstations with ProTools, Oxygen 49 midi keyboards and Avid Artist Mix. Additional workstations with Avid C 24 , AVID Artist Control, AVID Artist MIX, Tube Tech PE1C’s, GML 8300, Grace 201’s, DBX 160’s, Universal Audio La2a’s, Universal Audio 1176LN’s, Empirical Labs Distressor’s, API The Channel Strip’s, Lexicon 550.

#### Project Studio

Macintosh workstations with ProTools, Avid C 24 Control Surface. Tube Tech PE1C’s, GML 8300, Grace 201’s, DBX 160’s, Universal Audio La2a’s, Universal Audio 1176LN’s, Empirical Labs Distressor’s, API The Channel Strip’s, Lexicon 550.

#### Control Room/Classroom:

Avid System 5MC large format control surface and ProTools HDX with 8 HD I/O interfaces. Analog Mic preamps/EQ’s: Neve 1073 and 1081 modules, API 512, 550A, 550B, 560 modules, RND 517’s, Grace 802 and 201’s, GML 8200, Pultec MEQ5, Tube Tech ME1a and PE1C’s, Universal Audio 610’s, Solid State Logic 611EQ’s

**Analog Dynamics:** Shadow Hills Mastering Compressor, Manley Variable MU, Universal Audio LA2A’s and 1176’s, dbx 160’s, Drawmer gates, Tube Tech CL1B, Empirical Labs Distressors, Solid State Logic 611 dynamics and stereo buss compressor Microphones: A comprehensive collection of studio microphones by Neumann (including U87’s, KM184’s), AKG C12VR, C414’s, C451’s, Telefunken U47, ELAM 251, Sennheiser, Coles, AEA, Royer, and Shure.

Software: Pro Tools HD, Logic Audio, Abelton Live, Wave’s Mercury and Native Instruments Komplete Ultimate

Course Descriptions: Online or PDF

#### Studio Recording Technology

Certificate Program

Hegis Code: 5008

**Total Credits: 36**

First Semester	Credits
Communications Elective (by advisement) <sup>(1)</sup>	3
SRT 101 Music Business I	3
SRT 103 Music Theory I	3
SRT 105 Basic Studio Techniques	6
<b>Total Semester Credits</b>	<b>15</b>

Second Semester	Credits
Marketing Elective (by advisement) <sup>(2)</sup>	3
SRT 102 Music Business II	3
SRT 104 Music Theory II	3
SRT 106 Advance Studio Techniques	6
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
SRT 107 Internship <sup>(3)</sup>	6

#### Gainful Employment Disclosure Information

- Selected from:
  - COM 101 Interpersonal Communications
  - COM 103 Public Speaking
  - COM 107 Film Production I
  - COM 110 Understanding Mass Media
  - COM 113 Documentary Media
  - COM 124 Communication for Business and the Professions
  - COM 171 Television Studio Production
  - COM 172 Video Field Production
- Selected from:
  - MKT 100 Introduction to Marketing
  - MKT 106 Principles of Advertising
  - MKT 130 Marketing Research
  - MKT 136 Marketing Management
- Placement and supervision by Music Department; taken after satisfactory completion of all other requirements

**NCC NURSING OFFICE:** Life Sciences Building, Room 3-19,  
516.572.9630

**ESC NURSING OFFICE:** SUNY Empire State College  
1.800.847.3000

**NCC CHAIRPERSON:** Joan Buckley, Joan.Buckley@ncc.edu  
**ESC DEAN OF SCHOOL OF NURSING AND ALLIED HEALTH:** Kim Stote, Kim.Stote@esc.edu, Dean School of Nursing and Allied Health, SUNY Empire State College

**NCC NURSING FACULTY:** M. Amalraj, J. Buckley, J. Cook-Garard, L. DiDio, K. Ferrucci, J. Gabrus, E. Gallagher, A. Heslop, B. McFadden, D. Mendelson, P. Murphy, B. Nicholas, M. Snow, K. Thelian.

**ESC NURSING FACULTY:** <https://www.esc.edu/nursingalliedhealth/>

**TECHNICAL ASSISTANTS:** S. Victome.

**TECHNOLOGISTS:** S. Aslanidis

**COURSES OFFERED:** Nursing (NUR) (NURS)

**MULTI - AWARD NURSING PROGRAM (A.S., B.S.N.)** – The Nursing Department offers a dual degree curriculum, accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN), leading to an Associate in Science Degree (A.S.) and accreditation by the Commission on Collegiate Nursing Education (CCNE) and awarding of the Bachelor in Science Nursing (B.S.N.) degree.

Upon completion of the fifth semester in the Multi-Award degree program, the student is eligible to take the National Council Licensure Examination – (NCLEX) to become a Registered Nurse. If successful, in semester six through eight, students will complete their nursing education and be awarded a Bachelor of Science degree in Nursing through SUNY Empire State College.

The goal of our program is to prepare pre-licensed RN students to practice safe and competent patient-centered nursing care in a variety of health settings, to optimize human health and wellness potential across the life span and be prepared for the rapidly changing health care system.

It is designed to empower students with knowledge and skills that are essential in meeting the health care needs of a diverse population within our community, and to inspire in the student a sense of integrity, commitment and competence.

Throughout the program, students' competencies will grow incrementally in the attainment and utilization of nursing knowledge, critical thinking, clinical reasoning, communication, managerial, leadership and technological skills essential to their role within the profession and the health care team.

**The required Nursing A.S. courses are offered during the Fall and Spring Semesters:**

- NUR 101 Fundamental of Nursing
- NUR 105 Comprehensive Nursing Care I
- NUR 203 Comprehensive Nursing Care II
- NUR 204 Comprehensive Nursing Care III

All Nursing (NUR/NURS) courses must be taken in sequence and as advised by a Nursing advisor. Seats in evening nursing courses are limited. Please be aware that obtaining a seat in Nursing is highly competitive. It is dependent upon the number of applications, the number of available seats, and the applicant's ranking according to quality point average for the courses applicable to Nursing as well as the TEAS Test scores for the Math, English, Reading and Science sections of the exam. Ten (10) additional points will be given to Nassau County residents, and five (5) points are removed if the applicant was in another nursing program. Meeting the stipulated criteria does not guarantee a seat.

**Departmental Requirements and Guidelines:**

1. If the placement examination indicates a need for remediation in English, mathematics, or reading, the remediation must be completed before entering the Nursing Program.
2. Students with a F1 Visa/Status, contact International Education at ISAOFF@ncc.edu
3. In order to be considered for the nursing program, all applicants are required to take the TEAS examination. A minimum score of 58.7% must be achieved in each of the following sections: Math, English, Reading, and Science.
4. Students must be of good moral character with acceptance to the Multi-Award Nursing program conditional pending a background check.
5. Nursing students are required to submit evidence of a physical examination, antibody titers, and inoculations prior to their first day of classes in NUR 101(Fundamental of Nursing) and annually thereafter.
6. Nursing students must be able to independently complete a patient assessment through visualization, direct and indirect auscultation, detection of odors, palpation, and percussion.
7. Nursing students must be able to perform gross and fine motor movements and must possess the physical strength and stamina to provide safe nursing care.
8. Nursing students must be alert, able to think critically and problem solve, possess emotional stability and flexibility, and be able to communicate effectively in English.
9. Students are required to adhere to all college and departmental policies.
10. A minimum grade of 75 (C+) is required in each of the Nursing courses.
11. Nursing students must obtain the required uniform and equipment.
12. Nursing students are required to have their own transportation to clinical settings.
13. Nursing students must submit a copy of current certification of competency in cardiopulmonary resuscitation for the Health Care Provider (After February 16, 2016 the BLS Provider card from the American Heart Association is acceptable), prior to admission to NUR 101 (Fundamental of Nursing) and must be kept current throughout the program.
14. College courses applicable to the Nursing Program completed at other colleges must be transferred in prior to admission to the Nursing Program. Science courses completed more than ten years prior to admission will not be accepted.
15. BIO 131(Pathophysiology), AHS 131 (Anatomy and Physiology I), AHS 132 (Anatomy and Physiology II), and AHS 202 (Medical Microbiology), must be completed with a grade of C or better in order to remain in the nursing program. AHS 131 (Anatomy and Physiology I) may have only been attempted twice within the past ten (10) years.

**Advanced Standing in Nursing Courses:**

The opportunity for advanced standing is available to LPNs by challenging NUR 101 (Fundamental of Nursing). Seven credits are granted to the student for successfully completing the challenge of NUR 101 (Fundamental of Nursing). Application at Nassau Community College is made as a liberal arts student. There will be an interview with the Nursing Department and the applicant will be required to provide a writing sample responding to a scenario provided at that time. Once the challenge is completed and the candidate is ready to enter a Nursing course, the Nursing Department will process a Change of Program to Nursing. In the meantime, the candidate is a Liberal Arts student and should pursue the liberal arts and science pre and co-requisites required in the Nursing Program. At least 33 credits, including those for Nursing, must be taken at Nassau Community College and 45 credits must be taken at ESC campus.

Information on the challenge process may be obtained at Advanced Standing Information Sessions. Advanced Standing, email LPNtoRN@ncc.edu.

**Change of Program/Transfer:**

Students attending Nassau Community College can apply to the NCC-ESC Nursing program by means of a Change of Program through the Nursing Department. Requests for Change of Program to Nursing will be accepted in March (dates TBD) to be considered for the September class and October (dates TBD) to be considered for the January class. There are no set courses or number of credits required in order to apply as a Change of Program applicant.

- Transfer students must apply directly to the Office of Admissions.
- Applicants will be ranked according to the Quality points average for the courses applicable to the Nursing program (only grades of C or better will be considered).
- Students will not be considered for admission if they have attempted AHS 131 (Anatomy and Physiology I) more than twice (an attempt includes receiving a grade below a C, a "W", and a "UW" grade).
- Further information about the NCC-ESC Nursing Program can be obtained from Academic Advisement, Admissions, Nursing Information Sessions, and the Nursing Department Website.

Course Descriptions: Online or PDF

**Nursing**

A.S./B.S. Program

Hegis Code: NCC 5208.10/ESC 1203.00

**Total Credits: 124**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HIS 3345 Modern American History	4
MAT 102 Introduction to Statistics	3
PHI 110 Biomedical Ethics	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
AHS 131 Anatomy and Physiology I	4
NUR 101 Fundamentals of Nursing	7
PSY 216 Lifespan Human Development	3
SOCI 3010 Aging and Society	4
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
AHS 132 Anatomy and Physiology II	4
NUR 105 Comprehensive Nursing Care I	8
NURS 3010 Health Assessment	4
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
AHS 202 Medical Microbiology	4
NUR 203 Comprehensive Nursing Care II	8
NURS 3015 Pharmacology	4

Total Semester Credits	16
Fifth Semester	Credits
BIO 131 Pathophysiology	3
ENG 102 Composition II, or ENG 103 Writing in the Sciences, or ENG 109 The Art of Analysis / Honors English II	3
HUDV 3075 Western Civilization and Human Development	4
NUR 204 Comprehensive Nursing Care III	8
<b>Total Semester Credits</b>	<b>18</b>
Sixth Semester	Credits
NURS 3020 Nursing Informatics	4
NURS 3025 Nursing Research	4
NURS 4005 Health Care Delivery Systems and Policy	3
SOSC 3025 Social Science Research Method	4
<b>Total Semester Credits</b>	<b>16</b>
Seventh Semester	Credits
HLAD 3020 Cultural Competency in Health Care	4
NURS 4010 Professional Issues and Leadership in Contemporary Nursing	4
NURS 4015 Community Health Nursing	4
<b>Total Semester Credits</b>	<b>12</b>
Eighth Semester	Credits
NURS 4020 Baccalaureate Capstone	5
NURS 6010 Professional Role and Ethics	3
Upper Level Nursing Elective <sup>(2)</sup>	4
<b>Total Semester Credits</b>	<b>12</b>

**Note:** Students must complete at least 33 credits at Nassau Community College and 45 at Empire College.

1. Depending on placement
2. Upper Division Electives:
  - NURS 3035 Interdisciplinary Perspectives in Global Health
  - NURS 3040 Foundations of Palliative Care

**OFFICE:** Nassau Hall, Room M-217, 516.572.7450

**CHAIRPERSON:** Gary Ostertag, Gary.Ostertag@ncc.edu

**FACULTY:** E. Deluty, A. Favia, F. Pupa, S. Walden

**COURSES OFFERED:** Philosophy (PHI)

Philosophy means love of wisdom. A philosopher questions everything, seeking answers to serious questions: Does human life have meaning? What is the difference between right and wrong? How should we live our lives? Do we have free will? Does God exist? Can humans know what the physical world is really like? In doing this, the philosopher uses finely tuned arguments and tries to follow them wherever they lead. Philosophy is intrinsically interesting, enlightening, and enjoyable, but it is also an unsurpassed tool for sharpening students' reasoning skills. Moreover, philosophy courses are writing intensive, emphasizing the written expression of philosophical ideas. This is why pre-law and pre-medical students are often advised to study it, and many four-year colleges and universities require it of all students.

**OFFICE:** Cluster D, Room 3090, 516.572.7278

**CHAIRPERSON:** Thomas C. Bruckner, Thomas.Bruckner@ncc.edu

**FACULTY:** R. Cohen, T. Imperato, G. Lehenbauer, A. Nocella, D. O'Brien, W. Ramsey, D. Stern, F. Viscovich, M. Zito

**TECHNOLOGIST:** A. Sanchioli

**TECHNICAL ASSISTANT:** R. Cappiello, A. Donor

**COURSES OFFERED:** Astronomy (AST), Climatology (CLI), Environmental Science (ENV), Geology (GLY), Meteorology (MET), Multi-Disciplinary (MDS), Physical Sciences (SCI)

The Department of Physical Sciences offers several introductory courses from a variety of disciplines. All courses provide students the ability to satisfy general education requirements along with the opportunity to major in one of the Atmospheric, Environmental or Earth Sciences. The Department of Physical Sciences offers many courses as part of the Distance Education program. Students enrolled in these courses benefit from the flexibility and convenience of online or partially online course platforms.

Lab and field work are vital and exciting components to many of the courses in the Department of Physical Sciences. Astronomy students have exclusive access to the department's planetarium. The planetarium boasts an 18-foot dome shaped ceiling with a central projector that illuminates the night sky. Telescopes are mounted for use on the observation deck, along with portable telescopes that are used to conduct evening observations of celestial objects in the field.

Students in Meteorology and Climatology courses study and analyze data provided by the NCC Weather Center, where live readings of outdoor atmospheric air temperature and pressure, precipitation, wind speed and direction are collected and displayed. Earth and Environmental Science students learn about earth processes unique to Long Island by attending several field trips. Field work provides students a means to directly observe environmental phenomenon. Environmental Mapping students use GPS/GIS units and mapping software to create maps of the region.

All of the courses in the Department of Physical Sciences will enhance one's academic experience while providing an understanding of their physical world.

**OFFICE:** Building G, Room 355, 516.572.7458.

**CHAIRPERSON:** Sidney Hochman, Sidney.Hochman@ncc.edu.

**FACULTY:** P. Flores, E. Gaudino-Goering, S. Greenbaum, H. Hilary, L. Korman, S. Kraszewski, D. Martin, D. Milillo-Portugal, C. Olko, L. Sidorowicz, A. Tigner, K. Wells-Bernard.

**COURSES OFFERED:** Psychology (PSY).

In the field of psychology, fundamental survey courses are offered to fit the needs of all students. Those desiring to specialize are provided with patterns of preprofessional courses designed to satisfy the requirements of transfer colleges. Elective offerings provide further study in psychology for those seeking careers in counseling and teaching. Students wishing to pursue study at the baccalaureate level in these subjects should see departmental advisors.

**The following curricula are offered by the Psychology Department:**

**Disability Studies (A.A):** The Disability Studies (A.A.) explores disability from historical, cultural, philosophical, psychological and socio-political perspectives and from multiple disciplinary - and interdisciplinary- angles. Job opportunities may be found in developmental or physical disability service agencies, independent living centers, mental health centers, schools, geriatric and vocational rehabilitation agencies. It may also lead to employment in organizations promoting disability rights, advocacy and activism. Graduates are prepared to work effectively with individuals with many different disabilities, disorders, or conditions. Credits earned may be applied toward a B.A. in Disability Studies, Psychology or related fields.

**Disability Studies (Certificate):** The Disability Studies Certificate is designed to prepare students for a career in the field of disability service. Students will gain the theoretical knowledge and practical skills that will allow them to effectively provide services that meet the unique needs of individuals with disabilities across the life-span. Courses in the program assist students in developing an understanding and knowledge of disabilities that take into consideration the individual with a disability, societal influences, the environmental setting and the mandates of disability law. Students will also learn to employ assessment techniques, programming strategies, goal planning, and life-skills training that support self-advocacy, productivity and community inclusion for individuals with developmental disabilities across the life span.



**Disability Studies (A.A.)**– The Disability Studies (A.A.) explores disability from historical, cultural, philosophical, psychological and socio-political perspectives and from multiple disciplinary and interdisciplinary angles. Job opportunities may be found in developmental or physical disability service agencies, independent living centers, mental health centers, schools, geriatric and vocational rehabilitation agencies. It may also lead to employment in organizations promoting disability rights, advocacy and activism. Graduates are prepared to work effectively with individuals with many different disabilities, disorders, or conditions. Credits earned may be applied toward a B.A. in Disability Studies, Psychology or related fields.

Course Descriptions: Online or PDF

**Disability Studies**

A.A. Program  
Hegis Code: 5501

**Total Credits 64-66**

First Semester	Credits
Communication Elective: <ul style="list-style-type: none"> <li>• COM 101 Oral Communication,</li> <li>• COM 103 Public Speaking, or</li> <li>• COM 202 Persuasive Speaking</li> </ul>	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Mathematics Elective <sup>(2)</sup>	3
Natural Science Directed Elective: AHS 131 Anatomy and Physiology I and AHS 132 Anatomy and Physiology II or BIO 101 Introduction to College Biology I and BIO 102 Introduction to College Biology II	4
PSY 203 General Psychology	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
Developmental Psychology Elective: <ul style="list-style-type: none"> <li>• EDU 104 Infants and Toddlers,</li> <li>• PSY 212 Adolescent Psychology,</li> <li>• PSY 213 Child Development, or</li> </ul>	3

• PSY 216 Life Span Development	
EDU 105 Introduction to Developmental Disabilities	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Natural Science Directed Elective: AHS 131 Anatomy and Physiology I and AHS 132 Anatomy and Physiology II or BIO 101 Introduction to College Biology I and BIO 102 Introduction to College Biology II	4
Mathematics or Computer Science Elective	3
Physical Education Elective	1
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
EDU 101 Applied Behavior Analysis I: Field Experience I	4
Fine and Performing Arts Elective <sup>(3)</sup>	3
History Restricted Elective one course from either History or Literature elective must fulfill the Western Heritage (WESH) or Global Awareness and Non-Western Cultures (GLNW) category <sup>(4)</sup>	3
Literature Restricted Elective one course from either History or Literature elective must fulfill the Western Heritage (WESH) or Global Awareness and Non-Western Cultures (GLNW) category <sup>(5)</sup>	3
Physical Education Elective	1
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
Communications or Foreign/ASL Language Elective	3

<p>Directed Elective:</p> <ul style="list-style-type: none"> <li>• ASL 153 American Sign Language II,</li> <li>• ASL 226 Communication and Culture in the Deaf Community,</li> <li>• EDU 102 Applied Behavior Analysis: Field Experience II: Practicum,</li> <li>• HED 201 Personal and Family Health,</li> <li>• HED 271 Alcoholism, Addictions and Abusive Behavior,</li> <li>• HED 293 Community Health,</li> <li>• PSY 215 Abnormal Psychology,</li> <li>• PSY 235 Psychology of the Exceptional Child, or</li> <li>• SPS 201 Perspectives on People with Disabilities</li> </ul>	<p>2-4</p>	<ul style="list-style-type: none"> <li>• SPS 201 Perspectives on People with Disabilities</li> </ul>	
<p>PHI 110 Biomedical Ethics</p>		<p>3</p>	
<p>Pluralism and Diversity Directed Elective:</p> <ul style="list-style-type: none"> <li>• ANT 204 Cultural Anthropology,</li> <li>• SOC 216 Aging, Society and Culture, or</li> <li>• SOC 222 Sociology of Gender</li> </ul>	<p>3</p>		
<p>Directed Elective:</p> <ul style="list-style-type: none"> <li>• ASL 153 American Sign Language II,</li> <li>• ASL 226 Communication and Culture in the Deaf Community,</li> <li>• EDU 102 Applied Behavior Analysis: Field Experience II: Practicum,</li> <li>• HED 201 Personal and Family Health,</li> <li>• HED 293 Community Health,</li> <li>• PSY 215 Abnormal Psychology,</li> <li>• PSY 220 Brain &amp; Behavior,</li> <li>• PSY 235 Psychology of the Exceptional Child, or</li> </ul>	<p>3</p>		<p><b>Total Semester Credits</b>      <b>14-16</b></p> <ol style="list-style-type: none"> <li>1. Depending on placement</li> <li>2. SUNY GER Mathematics</li> <li>3. SUNY GER The Arts</li> <li>4. Choose from:             <ul style="list-style-type: none"> <li>• SUNY GER American History</li> <li>• SUNY GER Other World Civilization</li> <li>• SUNY GER Western Civilization</li> </ul> </li> <li>5. Choose from:             <ul style="list-style-type: none"> <li>• SUNY GER American History</li> <li>• SUNY GER Other World Civilization</li> <li>• SUNY GER Humanities</li> </ul> </li> </ol>

Course Descriptions: Online or PDF

**Disability Studies**  
 Certificate Program  
 Hegis Code: 5501

**Total Credits:** 28-30

First Semester	Credits
Directed Elective Choose from: <ul style="list-style-type: none"> <li>• HED 201 Personal and Family Health,</li> <li>• HED 293 Community Health,</li> <li>• PHI 110 Biomedical Ethics,</li> <li>• EDU 235/PSY 235 Psychology of the Exceptional Child,</li> <li>• PSY 215 Abnormal Psychology or</li> <li>• SPS 201 Perspectives on People with Disabilities</li> </ul>	2-3
EDU 101 Applied Behavior Analysis: Field Experience I	4
EDU 105 Introduction to Developmental Disabilities	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
Developmental Psychology Directed Elective Choose from: <ul style="list-style-type: none"> <li>• EDU 104 Infant and Toddlers,</li> <li>• PSY 212 Adolescent Psychology,</li> <li>• PSY 213 Child Development or</li> <li>• PSY 216 Lifespan Human Development</li> </ul>	3
Directed Elective Choose from: <ul style="list-style-type: none"> <li>• HED 201 Personal and Family Health,</li> </ul>	3

<ul style="list-style-type: none"> <li>• HED 293 Community Health,</li> <li>• PHI 110 Biomedical Ethics,</li> <li>• EDU 235/PSY 235 Psychology of the Exceptional Child,</li> <li>• PSY 215 Abnormal Psychology or</li> <li>• SPS 201 Perspectives on People with Disabilities</li> </ul>	
EDU 102 Applied Behavior Analysis II: Field Experience: Practicum	4
Mathematics, Computer Science or Lab Science Elective Choose: <ul style="list-style-type: none"> <li>• AHS 131 Anatomy and Physiology I or</li> <li>• BIO 101 Introduction to College Biology I</li> </ul>	3-4
<b>Total Semester Credits</b>	<b>13-14</b>

Gainful Employment Disclosure Information

1. Depending on placement

**OFFICE:** Building G, Room 357, 516.572.7452

**CHAIRPERSON:** Elizabeth Wood, Elizabeth.Wood@ncc.edu

**FACULTY:** E. Boussios, M. DeVeaux, A. Feuerbach, P. Halcrow, V. Wilson-Corzen, E. Wood, J. Young

**COURSES OFFERED:** Sociology (SOC), Human Services (HMS), Anthropology (ANT)

The Department offers survey courses in sociology and anthropology and human services, as well as thematic courses and field work courses that allow students to investigate the social world in greater detail. Our courses explore the kinds of questions that arise as soon as we start to look more closely at the world around us. Why is there economic and social inequality in American society? Why are some nations rich while others are poor? Are anti-drug policies effective? How do we explain why some people commit crimes? How are different religions organized, and how do they fit into societies? Are "traditional" gender roles really traditional? How are important elements of identity like gender, ethnicity, race, class, sexuality, socially constructed? How can we change the world we live in, and how does it shape our lives? How is health care delivered? How do consumer practices shape our lives? What kinds of struggles do typical families face today?

Sociology and anthropology courses are designed to meet the needs of general liberal arts and social science students as well as those planning to pursue sociology or anthropology majors at the baccalaureate level and beyond. Human services courses are designed to help students explore career options within social work and human services.

Students wishing to pursue study at the baccalaureate level in sociology, anthropology or social work should see departmental advisors.

**The following curriculum is offered by this Department:**

**Human Services: Community Service and Social Welfare (A.A.)**

This program leads to the Associate of Arts degree and is designed for those students who intend to transfer to a baccalaureate program in social work or a related human services field. The program includes a broad variety of required and elective courses in community service (social-work oriented courses), social sciences, humanities, literature, science and math, and addictions. Various articulation agreements are in place for successful graduating students.

**Human Services: Community Service and Social Welfare**

(A.A.)—This program leads to the Associate of Arts degree and is designed for those students who intend to transfer to a baccalaureate program in social work or a related human services field. The program includes a broad variety of required and elective courses in community service (social-work oriented courses), social sciences, humanities, literature, science and math, and addictions. Various articulation agreements are in place for successful graduating students.

Course Descriptions: Online or PDF

**Human Services**

A.A. Program  
 Hegis Code: 5506  
**Total Credits: 64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
HMS 117 Introduction to Social Work	3
PSY 203 General Psychology I	3
Social Science Elective <sup>(2)</sup>	3
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	
AHS 131 Anatomy and Physiology I, or AHS 132 Anatomy and Physiology I, or BIO 101 Introduction to College Biology I	4
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Fine/Performing Arts Elective <sup>(3)</sup>	3
HIS 104 History of the United States since the Civil War	3
HMS 102 Interviewing in Human Services Case Practice	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Third Semester</b>	
Foreign Language Elective <sup>(4)</sup>	3

HED 231 Death Education: A Health Perspective or HED 251 Human Sexuality or HED 271 Alcoholism, Addictions and Abusive Behavior	3
HMS 200 Human Service Skills	3
Literature Elective <sup>(5)</sup>	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	
COM 101 Interpersonal Communications, or COM 103 Public Speaking, or COM 123 Argumentation and Debate, or COM 202 Persuasive Speaking.	3
Elective	3
HMS 205 Human Services Internship	3
Humanities Elective <sup>(5)</sup>	3
MAT/CMP Elective	3
SOC 209 Race, Class, Ethnicity, or SOC 220 Sociology of the Family, or SOC 222 Sociology of Gender, or ANT 204 Cultural Anthropology.	3
<b>Total Semester Credits</b>	<b>18</b>

1. Depending on placement
2. SUNY GER Social Sciences
3. SUNY GER The Arts
4. SUNY GER Foreign Language
5. SUNY GER Humanities

**Office:** Nassau Hall Room 4, 516.572.7506

**Chairperson:** Molly Ludmar, Molly.Ludmar@ncc.edu

**Faculty:** M. Afkhami-Ramirez, C. Egelman, S. Grossman, G. Gudelinis, O. Jewett, L. Joseph, P. Kurland, C. Lewis, C. Muller, A. Orologio, M. Peck, D. Petronella, S. Ramprasad, G. Sales, J. Segadelli, L. Smith, J. Suh, R. Ungar, D. Watkins, W. Zatulskis

**Technical Assistants:** L. Roddini, D. Smith, C. Vanek, J. Wong

The Student Personnel Services Department (SPS) is dedicated to providing professional support services aimed at maximizing the academic and personal success of all students at NCC. It offers equal access to counseling, resources, programs, and classroom instruction in order to enhance academic performance as well as individual, social and professional development.

**Courses Offered:**

- SPS 101 Career Orientation
- SPS 102 Career Exploration
- SPS 103 Academic Success
- SPS 111 Understanding Substance Use, Abuse and Addiction
- SPS 201 Perspectives on People with Disabilities
- SPS 202 Career Management

The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY Associate Degree-Granting Institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the Chancellor's initiative, *A New Vision in Teacher Education*. The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model AA or AS curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in Childhood or Early Childhood Education or in Adolescence Education:

- General Education Core: complete SUNY-GER plus an additional three credits of Foreign Language (33 credits);
- Major or Concentration: at present the TETT project web site covers coursework in seven majors/concentrations - Biology, Chemistry, Earth Science, English, History/Social Studies, Mathematics, Physics (12-18 credits); and
- Pedagogical Core: one Psychology course (Child or Adolescent) and Foundations of Education (6 credits).

When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, <http://www.suny.edu/EducationTransfer>. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

**The six Teacher Education degree programs offered by Nassau Community College are detailed below. Students matriculated in any of these programs are reminded that specific courses should be selected in close consultation with an advisor and based on the requirements of the students target baccalaureate institution.**

For further information, contact the Teacher Education Coordinator, Professor Diane Martin at 516.572.7458.

### Programs of Study

**Early Childhood Education A.A.** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Early Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Birth through Second Grade (Birth-2).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in English, History or Special Education.

**Early Childhood Education A.S.** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Early Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Birth through Second Grade (Birth-2).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in General Science, Mathematics or Special Education.

**Childhood Education (A.A.)** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels First through Sixth Grade (1-6).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in English, History or Special Education.

**Childhood Education (A.S.)** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Childhood Education, Teacher Education Transfer (Te Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels First through Sixth Grade (1-6).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in General Science, Mathematics or Special Education.

**Adolescence Education (A.A.)** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Adolescence Education, Teacher Education Transfer (The Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Seventh through Twelfth Grade (7-12).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major in English, Social Studies, or Special Education.

**Adolescence Education (A.S.)** – This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Adolescence Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Seventh through Twelfth Grade (7-12).

This course of study also provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in Biology, Chemistry, Earth Science, Mathematics, Physics or Special Education.

**Teaching Assistant Certificate** – This program is designed to meet the training levels for New York State Teaching Assistant Licensure and Certification. The Teaching Assistant Certificate provides an opportunity for individuals interested in education to begin their higher education in a gradual and supportive manner. Teaching Assistants provide direct instructional services to students under the supervision of a licensed teacher. All courses are applicable to the Teacher Education Transfer Associate degrees and provide a smooth transition to baccalaureate level education programs.

Course Descriptions: Online or PDF

**Liberal Arts & Science:  
Adolescence Education (Teacher Education Transfer)**

A.A. Program

Hegis Code: 5649

**Total Credits: 64-65**

First Semester	Credits
BIO 101 Introduction to College Biology I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3
MAT 102 Introduction to Statistics	3
PED Activity Course(s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3
Mathematics Elective: <ul style="list-style-type: none"> <li>MAT 111 Pre-Calculus or</li> <li>MAT 118 Finite Mathematics: Quantitative Analysis</li> </ul>	3
Natural Lab Science Elective Choose from among: <ul style="list-style-type: none"> <li>AST 101 Exploring the Solar System,</li> <li>AST 102 Discover Stars and Galaxies,</li> <li>CHE 107 Introduction to Chemistry,</li> <li>GLY 101 Introduction to Physical Geology,</li> <li>GLY 102 Historical Geology,</li> <li>PHY 101 General Physics, or</li> </ul>	4

<ul style="list-style-type: none"> <li>PHY 120 Physics for Educators</li> </ul>	
PSY 212 Adolescent Psychology	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3
HIS 103 History of the United States through the Civil War or HIS 104 History of the United States since the Civil War	3
MAJOR/CONCENTRATION Elective	3
<b>For Social Studies Major/ Concentration:</b> <ul style="list-style-type: none"> <li>ECO 207 Principles of Macroeconomics</li> <li>ECO 208 Principles of Microeconomics or</li> <li>POL 205 Introduction to American Politics</li> </ul>	
<b>For English Major/ Concentration:</b> <ul style="list-style-type: none"> <li>ENG 207 African American Literature I</li> <li>ENG 208 African American Literature II</li> <li>ENG 209 Modern Irish Literature</li> <li>ENG 216 Autobiographical Literature</li> <li>ENG 220 Mythology and Folklore</li> <li>ENG 222 Latin American Literature</li> <li>ENG 227 South Asian Literature</li> <li>ENG 228 Asian American Literature</li> <li>ENG 229 Native American Literature</li> <li>ENG 243 LBTQ Literature</li> <li>ENG 247 Women in Literature</li> <li>ENG 248 Women Writers</li> </ul>	



<ul style="list-style-type: none"> <li>• ENG 263 The Modern American Short Story</li> <li>• ENG 265 Modern American Poetry or</li> <li>• ENG 267 Satire</li> </ul> <p>Choose one of the above: by advisement only</p>	
PED Activity Course(s)	1
SUNY General Education - The Arts: by advisement	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
EDU 235 Psychology of the Exceptional Child <sup>(3)</sup>	3
ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to 1950	3
EDUCATION ELECTIVE <b>For History or English Major/ Concentration:</b> by advisement	3-4
HIS 101 History of Western Civilization through the 18th Century or HIS 102 History of Western Civilization since the 18th Century	3
SUNY General Education - Other World Civilization: <b>For English Major/ Concentration</b> by advisement <b>For Social Studies Major/ Concentration:</b> <ul style="list-style-type: none"> <li>• HIS 161 World History: Antiquity to 1500 or</li> <li>• HIS 162 World History: 1500 to the Present</li> </ul>	3
<b>Total Semester Credits</b>	<b>15-16</b>

1. Depending on placement
2. SUNY GER Foreign Language
3. Dual listed as PSY 235

Course Descriptions: Online or PDF

**Liberal Arts & Science:  
Adolescence Education (Teacher Education Transfer)**

A.S. Program

Hegis Code: 5649

**Total Credits: 61-67**

First Semester	Credits		
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition/Honors English I <sup>(1)</sup>	3		<b>For Chemistry or Earth Science (Geology) Major/Concentration:</b> CHE 152 General Chemistry II
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3		<b>For Mathematics or Physics Major/Concentration:</b> PHY 152 Physics Science and Math II
MAT 122 Calculus I	4		
Natural Lab Science Requirement <b>For Biology Major/Concentration:</b> BIO 109 General Biology I <b>For Chemistry or Earth Science (Geology) Major/Concentration:</b> CHE 151 General Chemistry I <b>For Mathematics or Physics Major/Concentration:</b> PHY 151 Physics Science and Math I	4		
PSY 203 General Psychology I	3		PSY 212 Adolescent Psychology
<b>Total Semester Credits</b>	<b>17</b>		<b>Total Semester Credits</b> <b>17</b>
Second Semester	Credits	Third Semester	Credits
ENG 102 English Composition II or ENG 109 The Art of Analysis/Honors English II	3	EDU 208 Foundations of Education	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3	English Literature Elective – Choose from among: • ENG 203 Early American Literature to 1865 • ENG 204 Modern American Literature from 1865 to Present • ENG 205 Early English British Literature to 1800 • ENG 206 Modern British Literature from 1800 to 1950	3
MAT 123 Calculus II	4	MAJOR/CONCENTRATION Requirement: <b>For Biology Major/Concentration:</b> CHE 151 General Chemistry I <b>For Chemistry Major/Concentration:</b> CHE 201 Organic Chemistry I <b>For Earth Science (Geology) Major/Concentration:</b> GLY 101 Introduction to Physical Geology <b>For Mathematics or Physics Major/Concentration:</b> MAT 225 Multivariable Calculus	4-5
Natural Lab Science Requirement: <b>For Biology Major/Concentration:</b> BIO 110 General Biology II	4	MAJOR/CONCENTRATION Requirement: <b>For Biology Major/Concentration:</b> • BIO 201 Anatomy • BIO 211 Developmental Biology • BIO 215 Histology	3-4

<ul style="list-style-type: none"> <li>CHE 201 Organic Chemistry I or</li> <li>by advisement only</li> </ul> <p><b>For Chemistry or Earth Science (Geology) Major/ Concentration:</b></p> <ul style="list-style-type: none"> <li>PHY 151 Physics Science and Math I or</li> <li>by advisement only</li> </ul> <p><b>For Mathematics Major/ Concentration:</b> by advisement only</p>		<p><b>For Physics Major/ Concentration:</b></p> <ul style="list-style-type: none"> <li>PHY or</li> <li>MAT elective by advisement</li> </ul>	
SUNY General Education – The Arts: by advisement	3	SUNY General Education	3
		<ul style="list-style-type: none"> <li>Other World Civilization, Western Civilization or</li> <li>American History: by advisement</li> </ul>	
<b>Total Semester Credits</b>	<b>16-18</b>	<b>Total Semester Credits</b>	<b>14-16</b>
<b>Fourth Semester</b>	<b>Credits</b>		
Education or Major/ Concentration Elective	3-4		
<p><b>For Biology, Chemistry, Earth Science (Geology), Mathematics, or Physics Major/Concentration:</b> by advisement only</p>			
<p>MAJOR/CONCENTRATION Requirement:</p> <p><b>For Biology Major/ Concentration:</b> CHE 152 General Chemistry II</p> <p><b>For Chemistry Major/ Concentration:</b> CHE 202 Organic Chemistry II</p> <p><b>For Earth Science (Geology) Major/Concentration:</b> GLY 102 Historical Geology</p> <p><b>For Mathematics or Physics Major/Concentration:</b> MAT 226 Elementary Linear Algebra</p>	4-5		
<p>MAJOR/CONCENTRATION Requirement:</p> <p><b>For Earth Science Major/ Concentration:</b></p> <ul style="list-style-type: none"> <li>PHY 151 Physics Science and Math I or</li> <li>by advisement only</li> </ul> <p><b>For Mathematics Major/ Concentration:</b></p> <ul style="list-style-type: none"> <li>MAT 234 Elementary Differential Equations or</li> <li>by advisement only</li> </ul>	4		

- Depending on placement
- SUNY GER Foreign Language

Course Descriptions: Online or PDF

**Liberal Arts & Science:  
Childhood Education (Teacher Education Transfer)**A.A. Program  
Hegis Code: 5649**Total Credits: 64-65**

First Semester	Credits
BIO 101 Introduction to College Biology I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition/Honors English I <sup>(1)</sup>	3
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3
MAT 102 Introduction to Statistics	3
PED Activity Course(s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3
MAT 114 Foundations of Mathematics for Educators	3
<b>Natural Lab Science Elective:</b> by advisement Choose from among:	4
<ul style="list-style-type: none"> <li>• AST 101 Exploring the Solar System,</li> <li>• AST 102 Discover Stars and Galaxies,</li> <li>• CHE 107 Introduction to Chemistry</li> <li>• GLY 101 Introduction to Physical Geology</li> <li>• GLY 102 Historical Geology</li> <li>• PHY 101 General Physics</li> </ul>	

<ul style="list-style-type: none"> <li>• PHY 120 Physics for Educators</li> </ul>	
PSY 213 Child Development	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3
HIS 103 History of the United States through the Civil War or HIS 104 History of the United States since the Civil War	3
<b>MAJOR/CONCENTRATION Requirement</b> <b>For English Major/ Concentration:</b>	3
<ul style="list-style-type: none"> <li>• ENG 207 African American Literature I</li> <li>• ENG 208 African American Literature II</li> <li>• ENG 209 Modern Irish Literature</li> <li>• ENG 220 Mythology and Folklore</li> <li>• ENG 222 Latin American Literature</li> <li>• ENG 227 South Asian Literature</li> <li>• ENG 228 Asian American Literature</li> <li>• ENG 229 Native American Literature</li> <li>• ENG 243 GLBTQ Literature</li> <li>• ENG 247 Women in Literature</li> <li>• ENG 248 Women Writers</li> <li>• ENG 263 The Modern American Short Story</li> <li>• ENG 265 Modern American Poetry or</li> <li>• ENG 267 Satire</li> </ul>	
<b>For History Major/ Concentration:</b>	
<ul style="list-style-type: none"> <li>• HIS 103 History of the United States through the Civil War or</li> </ul>	

<ul style="list-style-type: none"> <li>HIS 104 History of the United States since the Civil War</li> </ul>	
PED Activity Course(s)	1
SUNY General Education - The Arts: by advisement	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
EDU 235 / PSY 235 Psychology of the Exceptional Child	3
<b>EDUCATION ELECTIVE For History or English Major/ Concentration:</b> by advisement	3-4
ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to 1950	3
HIS 101 History of Western Civilization through the 18th Century or HIS 102 History of Western Civilization since the 18th Century	3
SUNY General Education - Other World Civilization: <b>For English Major/ Concentration:</b> by advisement <b>For History Major/ Concentration:</b> <ul style="list-style-type: none"> <li>HIS 161 World History: Antiquity to 1500 or</li> <li>HIS 162 World History: 1500 to the Present</li> </ul>	3
<b>Total Semester Credits</b>	<b>15-16</b>

1. Depending on placement
2. SUNY GER Foreign Language

Course Descriptions: Online or PDF

**Liberal Arts & Science:  
Childhood Education (Teacher Education Transfer)**A.S. Program  
Hegis Code: 5649**Total Credits: 63-66**

First Semester	Credits
EDUCATION or MAJOR/ CONCENTRATION Elective  <b>For General Science Major/ Concentration:</b> BIO 109 General Biology I  <b>For Mathematics Major/ Concentration:</b> PHY 151 Physics Science and Math I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3
MAT 122 Calculus I	4
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
EDUCATION or MAJOR/ CONCENTRATION Elective  <b>For General Science Major/ Concentration:</b> BIO 110 General Biology II  <b>For Mathematics Major/ Concentration:</b> PHY 152 Physics Science and Math II	4
ENG 102 English Composition II or ENG 109 The Art of Analysis/ Honors English II	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3
MAT 123 Calculus II	4
PSY 213 Child Development	3
<b>Total Semester Credits</b>	<b>17</b>

Third Semester	Credits
EDU 208 Foundations of Education	3
MAJOR/CONCENTRATION Elective  <b>For General Science Major/ Concentration:</b> GLY 101 Introduction to Physical Geology  <b>For Mathematics Major/ Concentration:</b> by advisement	3-4
MAJOR/CONCENTRATION Elective  <b>For General Science Major/ Concentration</b> – Choose from among:  <ul style="list-style-type: none"> <li>• CHE 151 General Chemistry I</li> <li>• PHY 101 General Physics I or</li> <li>• PHY 151 Physics Science and Math I</li> </ul> <b>For Mathematics Major/ Concentration:</b> MAT 225 Multivariable Calculus	4
Education Elective  <b>For General Science and Mathematics Major/ Concentration:</b> by advisement	3-4
SUNY General Education - The Arts: by advisement	3
<b>Total Semester Credits</b>	<b>16-18</b>
Fourth Semester	Credits
English Literature Elective – Choose from: <ul style="list-style-type: none"> <li>• ENG 203 Early American Literature to 1865,</li> <li>• ENG 204 Modern American Literature from 1865 to Present,</li> <li>• ENG 205 Early English British Literature to 1800 or</li> <li>• ENG 206 Modern British Literature from 1800 to 1950</li> </ul>	3

MAJOR/CONCENTRATION Elective  <b>For General Science Major/          Concentration</b> – Choose from: <ul style="list-style-type: none"> <li>• CHE 152 General              Chemistry II,</li> <li>• PHY 102 General              Physics II or</li> <li>• PHY 152 Physics              Science and Math II</li> </ul> <b>For Mathematics Major/          Concentration:</b> MAT 226 Elementary Linear Algebra	4
MAJOR/CONCENTRATION Elective  <b>For General Science Major/          Concentration:</b> GLY 102 Historical Geology  <b>For Mathematics Major/          Concentration:</b> by advisement	3-4
SUNY General Education <ul style="list-style-type: none"> <li>• Other World              Civilization, Western              Civilization              or</li> <li>• American History: by              advisement</li> </ul>	3
<b>Total Semester Credits</b>	<b>13-14</b>

1. Depending on placement
2. SUNY GER Foreign Language

**Liberal Arts & Science:  
Early Childhood Education (Teacher Education Transfer)**

A.A. Program  
Hegis Code: 5649

Course Descriptions: Online or PDF

**Total Credits: 64-65**

First Semester	Credits
BIO 101 Introduction to College Biology I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3
MAT 102 Introduction to Statistics	3
PED Activity Course(s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3
MAT 114 Foundations of Mathematics for Educators	3
PHY 120 Physics for Educators	4
PSY 213 Child Development or EDU 104 Infants and Toddlers	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3

HIS 103 History of the United States through the Civil War or HIS 104 History of the United States since the Civil War	3
<p><b>MAJOR/CONCENTRATION Requirement</b> <b>For English Major/ Concentration:</b> Choose one of the below by advisement only:</p> <ul style="list-style-type: none"> <li>• ENG 207 African American Literature I</li> <li>• ENG 208 African American Literature II</li> <li>• ENG 209 Modern Irish Literature</li> <li>• ENG 220 Mythology and Folklore</li> <li>• ENG 222 Latin American Literature</li> <li>• ENG 227 South Asian Literature</li> <li>• ENG 228 Asian American Literature</li> <li>• ENG 229 Native American Literature</li> <li>• ENG 243 GLBTQ Literature</li> <li>• ENG 247 Women in Literature</li> <li>• ENG 248 Women Writers</li> <li>• ENG 263 The Modern American Short Story</li> <li>• ENG 265 Modern American Poetry</li> <li>• ENG 267 Satire</li> </ul> <p>Choose one of above: by advisement only</p> <p><b>For History Major/ Concentration:</b></p> <ul style="list-style-type: none"> <li>• HIS 103 History of the United States through the Civil War or</li> <li>• HIS 104 History of the United States since the Civil War</li> </ul>	3
PED Activity Course(s)	1
SUNY General Education - The Arts: by advisement	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits



EDU 235/PSY 235 Psychology of the Exceptional Child	3
EDUCATION ELECTIVE <b>For History or English Major/ Concentration:</b> by advisement	3-4
ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to 1950	3
HIS 101 History of Western Civilization through the 18th Century or HIS 102 History of Western Civilization since the 18th Century	3
SUNY General Education - Other World Civilization: <b>For English Major/ Concentration:</b> by advisement  <b>For History Major/ Concentration:</b> <ul style="list-style-type: none"> <li>• HIS 161 World History: Antiquity to 1500 or</li> <li>• HIS 162 World History: 1500 to the Present</li> </ul>	3
<b>Total Semester Credits</b>	<b>15-16</b>

1. Depending on placement
2. SUNY GER Foreign Language

Course Descriptions: Online or PDF

**Liberal Arts & Science:**  
**Early Childhood Education (Teacher Education Transfer)**  
A.S. Program  
Hegis Code: 5649

**Total Credits: 63-66**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition/Honors English I <sup>(1)</sup>	3
Foreign Language I <sup>(2)</sup> or ASL 152 American Sign Language I	3
<b>For General Science Major/ Concentration:</b> BIO 109 General Biology I  <b>For Mathematics Major/ Concentration:</b> PHY 151 Physics Science and Math I	4
MAT 122 Calculus I	4
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 English Composition II or ENG 109 The Art of Analysis/ Honors English II	3
Foreign Language II <sup>(2)</sup> or ASL 153 American Sign Language II	3
<b>For General Science Major/ Concentration:</b> BIO 110 General Biology II  <b>For Mathematics Major/ Concentration:</b> PHY 152 Physics Science and Math II	4
MAT 123 Calculus II	4
PSY 213 Child Development	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits

EDU 208 Foundations of Education	3
<b>EDUCATION Elective</b>  <b>For General Science and Mathematics Major/ Concentration:</b> by advisement	3-4
<b>MAJOR/CONCENTRATION Elective</b>  <b>For General Science Major/ Concentration:</b> GLY 101 Physical Geology <b>For Mathematics Major/ Concentration:</b> by advisement	3-4
<b>MAJOR/CONCENTRATION Elective</b>  <b>For Mathematics Major/ Concentration:</b> MAT 225 Multivariable Calculus <b>For General Science Major/ Concentration:</b> <ul style="list-style-type: none"> <li>• CHE 151 General Chemistry I,</li> <li>• PHY 101 General Physics I or</li> <li>• PHY 151 Physics Science and Math I</li> </ul>	4
SUNY General Education - The Arts: by advisement	3
<b>Total Semester Credits</b>	<b>16-18</b>
Fourth Semester	Credits
<b>English Literature Elective –</b> Choose from among: <ul style="list-style-type: none"> <li>• ENG 203 Early American Literature to 1865,</li> <li>• ENG 204 Modern American Literature from 1865 to Present,</li> <li>• ENG 205 Early English British Literature to 1800 or</li> <li>• ENG 206 Modern British Literature from 1800 to 1950</li> </ul>	3
<b>MAJOR/CONCENTRATION Elective</b>	4

<p><b>For Mathematics Major/ Concentration:</b> MAT 226 Elementary Linear Algebra <b>For General Science Major/ Concentration</b> Choose from among:</p> <ul style="list-style-type: none"> <li>• CHE 152 General Chemistry II,</li> <li>• PHY 102 General Physics II or</li> <li>• PHY 152 Physics Science and Math II</li> </ul>	
<p><b>MAJOR/CONCENTRATION Elective</b></p> <p><b>For Mathematics Major/ Concentration:</b> by advisement only <b>For General Science Major/ Concentration:</b> SC 104 Historical Geology</p>	3-4
<p>SUNY General Education Other World Civilization, Western Civilization or American History: by advisement</p>	3
<p><b>Total Semester Credits</b></p>	<b>13-14</b>

1. Depending on placement
2. SUNY GER Foreign Language

Course Descriptions: Online or PDF  
**Teacher Assistant Certificate**  
 Certificate Program  
 Hegis Code: 5503

**Total Credits: 30**

First Semester	Credits
EDU 101 Applied Behavior Analysis: Field Experience I	4
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
Laboratory Science Elective Choose from: <ul style="list-style-type: none"> <li>• AST 101 Solar System Astronomy,</li> <li>• AST 102 Stellar and Galactic Astronomy,</li> <li>• BIO 101 Introduction to College Biology,</li> <li>• CHE 107 Introduction to Chemistry,</li> <li>• GLY 101 Physical Geology,</li> <li>• GLY 102 Historical Geology, or</li> <li>• PHY 120 Physics for Educators</li> </ul>	4
Mathematics Elective Choose from: <ul style="list-style-type: none"> <li>• MAT 101 Concepts of Mathematics,</li> <li>• MAT 102 Introduction to Statistics, or</li> <li>• MAT 114 Foundations of Mathematics for Educators</li> </ul>	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
EDU 102 Applied Behavior Analysis: Field Experience II: Practicum	4
EDU 208 Foundations of Education	3
EDU 235/PSY 235 Psychology of the Exceptional Child	3
Developmental Psychology Choose from:	3

- EDU 104 Infants and Toddlers,
- PSY 212 Adolescent Psychology, or
- PSY 213 Child Development

<b>Total Semester Credits</b>	<b>13</b>
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Gainful Employment Disclosure Information

1. Depending on placement

**OFFICE:** Theatre Building, 516.572.7508

**CHAIRPERSON:** Victor H. Abravaya, Esq.,  
Victor.Abravaya@ncc.edu

**FACULTY:** M. Boyle, R. Ginsburg, D. Overton, P. Tanjuaquio, P. Teng

**TECHNICAL ASSISTANT:** K. M. Pfaff

**TECHNOLOGIST:** P. Fox

**COURSES OFFERED:** Dance (DAN), Theatre (THR)

The Department of Theatre and Dance is committed to academic excellence, offering undergraduate courses of study that will prepare students for transfer to four-year baccalaureate programs or conservatory programs. Our classes have a low student-to-faculty ratio, which allows for more personal attention in the classroom. Students have the opportunity to gain expertise in all of the fundamental areas of Theatre and Dance through an integrated program of study in a liberal arts context. Courses offered by the Department of Theatre and Dance may be used as Humanities or General Elective Credit. Specific courses serve as NCC and/or SUNY General Education Requirements. DAN 126 (Introduction to Modern Dance) may be used as a Physical Education activity elective. Students who wish to pursue the study of Acting, Dance, or Technical Theatre at the baccalaureate level should see departmental advisors.

The Department of Theatre and Dance offers discrete Associate in Arts degree programs in Acting, Dance, and Theatre.

**A.A. Acting:** In addition to Liberal Arts requirements, Acting degree students must successfully complete the Acting sequence: Acting I-IV, Theatre History I-II, Movement for the Actor I-II, Movement for Musical Theatre, Voice for Stage, a four-course sequence in Production & Performance, and ENG 252 (Shakespeare on Stage and Page).

**A.A. Dance:** In addition to Liberal Arts requirements, Dance degree students must successfully complete the Dance sequence: Dance History, Dance Technique I-IV (Modern Dance/Ballet), Dance Concepts I-II (Choreography), a Modern Dance sequence consisting of Introduction to Modern Dance, and Modern Dance I-II, and a four-course sequence in Rehearsal & Performance.

**A.A. Technical Theatre:** In addition to Liberal Arts requirements, Technical Theatre degree students must successfully complete the Technical Theatre sequence: Theatre History I-II, Stagecraft, Technical Production, Lighting Design, Scene Design, and a four-course sequence in Production & Performance.

**Production Program:** The Theatre/Dance Department's extensive open-to-the-public Production Program includes a Major Musical, a Children's Musical, a Dance Concert, a joint production with the Africana Studies Department, and numerous other plays and musicals. Auditions for these productions are open to all students enrolled in a minimum of six credits at the College. The Production Program serves as a closely supervised laboratory for the Department's Acting, Dance, and Technical Theatre academic courses, and as an effective mechanism for taking education beyond the walls of the classroom.

**Acting (A.A.)**—In addition to Liberal Arts requirements, Acting degree students must successfully complete the Acting sequence: Acting I-IV, Theatre History I-II, Movement for the Actor I-II, Movement for Musical Theatre, Voice for Stage, a four-course sequence in Production & Performance, and ENG 300 (Shakespeare on Stage and Page).

Course Descriptions: Online or PDF

**Acting**

A.A. Program

Hegis Code: 5610

**Total Credits: 62-64**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
PSY 203 Introduction to Psychology I	3
THR 101 Introduction to Theatre History I	3
THR 103 Acting I	3
THR 110 Movement for Stage I	1
THR 115 Production and Performance	1
THR 120 Voice for Stage	1
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
DAN 109 Movement for Musical Theatre	1
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT or CSC Elective <sup>(2)</sup>	3-4
PED 277 Circus Arts or PED Elective	1
THR 104 Acting II	3
THR 116 Production and Performance	1
THR 201 Introduction to Theatre History II	3
THR 119 Movement for Stage II	1
<b>Total Semester Credits</b>	<b>16-17</b>

Third Semester	Credits
DAN 126 Introduction to Modern Dance	1
ENG Elective or COM Arts Elective	3
Laboratory Science Elective <sup>(3)</sup>	4
SOC SCI Elective <sup>(4)</sup>	3
THR 207 Acting III	3
THR 215 Production and Performance	1
<b>Total Semester Credits</b>	<b>15</b>
Fourth Semester	Credits
ENG 252 Shakespeare on Stage and Page	3
Math/Non-Lab/Laboratory Science Electives <sup>(5)</sup>	3-4
Social Science Electives	6
THR 208 Acting IV	3
THR 216 Production and Performance	1
<b>Total Semester Credits</b>	<b>16-17</b>

1. Depending on placement
2. SUNY GER Mathematics
3. SUNY GER Natural Sciences
4. SUNY GER Western Civilization
5. SUNY GER Mathematics or SUNY GER Natural Sciences

**Dance (A.A.)**—In addition to Liberal Arts requirements, Dance degree students must successfully complete the Dance sequence: Dance History, Dance Technique I-IV (Modern Dance/Ballet), Dance Concepts I-II (Choreography), a Modern Dance sequence consisting of Introduction to Modern Dance, and Modern Dance I-II, and a four-course sequence in Rehearsal & Performance.

Course Descriptions: Online or PDF

**Dance**

A.A. Program

Hegis Code: 5610

**Total Credits: 64-65**

First Semester	Credits
DAN 101 Dance in 20th Century	3
DAN 129 Rehearsal and Performance	1
DAN 140 Elementary Modern Dance Technique and Ballet	3
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT Elective <sup>(2)</sup>	3-4
SOC SCI Elective <sup>(3)</sup>	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
DAN 105 Dance Concepts I	2
DAN 127 Modern Dance I	2
DAN 130 Rehearsal and Performance	1
DAN 141 Elementary Modern Dance Techniques and Ballet	3
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
MAT or Non-Lab Science Elective <sup>(4)</sup>	3
Social Science Elective <sup>(5)</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
COM Arts Elective <sup>(6)</sup>	3

DAN 131 Rehearsal and Performance	1
DAN 240 Intermediate Modern Dance Techniques and Ballet	3
Laboratory Science Elective <sup>(7)</sup>	4
Social Science Elective	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
DAN 106 Dance Concepts II	2
DAN 128 Modern Dance II	2
DAN 132 Rehearsal and Performance	1
DAN 241 Intermediate Modern Dance Techniques and Ballet	3
General Elective	3
Literature Elective <sup>(8)</sup>	3
<b>Total Semester Credits</b>	<b>14</b>

1. Depending on placement
2. SUNY GER Mathematics
3. SUNY GER Social Sciences
4. SUNY GER Mathematics or Non-Laboratory Science
5. SUNY GER Western Civilization
6. SUNY GER Basic Communication
7. SUNY GER Natural Sciences
8. SUNY GER Humanities

Technical Theatre (A.A.)—In addition to Liberal Arts requirements, Technical Theatre degree students must successfully complete the Technical Theatre sequence: Theatre History I-II, Stagecraft, Technical Production, Lighting Design, Scene Design, and a four-course sequence in Production & Performance.

Course Descriptions: Online or PDF

**Technical Theatre**

A.A. Program

Hegis Code: 5610

**Total Credits: 64-67**

First Semester	Credits
ENG 100 Enhanced Composition I or ENG 101 Composition I or ENG 108 The Craft of Composition / Honors English I <sup>(1)</sup>	3
MAT Elective <sup>(2)</sup>	3-4
Social Science Elective <sup>(3)</sup>	3
THR 101 Introduction to Theatre History I	3
THR 107 Stagecraft	3
THR 115 Production and Performance	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ENG 102 Composition II or ENG 109 The Art of Analysis / Honors English II	3
General Elective	3
MAT or CSC Elective <sup>(2)</sup>	3-4
PED Activity Elective(s)	1
THR 108 Technical Production	3
THR 116 Production and Performance	1
THR 201 Introduction to Theatre History II	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
COM Arts Elective <sup>(4)</sup>	3
Laboratory Science Elective <sup>(5)</sup>	4
Social Science Elective <sup>(6)</sup>	3

Social Science Elective <sup>(7)</sup>	3
THR 202 Lighting Design	3
THR 215 Production and Performance	1
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
General Elective	3
Literature Elective <sup>(8)</sup>	3
Non-Lab or LAB SCI Elective <sup>(9)</sup>	3-4
PED Activity Elective(s)	1
THR 203 Scene Design	3
THR 216 Production and Performance	1
<b>Total Semester Credits</b>	<b>14-15</b>

1. Depending on placement
2. SUNY GER Mathematics
3. SUNY GER Social Sciences
4. SUNY GER Basic Communication
5. SUNY GER Natural Sciences
6. Choose from:
  - SUNY GER Western Civilization
  - SUNY GER American History
  - SUNY GER Other World Civilizations
7. Choose from:
  - SUNY GER Social Sciences
  - SUNY GER Western Civilization
  - SUNY GER American History
  - SUNY GER Other World Civilizations
8. SUNY GER Humanities
9. Laboratory Science or Non-Laboratory Science



# Administrative Business Tech

## ABT

### ABT 100 - Fundamentals of Keyboarding

**Description:** Introductory keyboarding course using Microsoft Word. Emphasis is placed on learning the keyboard reaches and developing speed and accuracy. Instruction will include the formatting and keying of letters, memorandums, and reports. The following features will be presented: enhancing text, placing and aligning text, using writing tools, managing files, and printing documents. In addition, timed writings will be given to improve speed and accuracy development. Formerly OFT 100. Students who have completed OFT 100 will not receive credit for ABT 100. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 102 - College Keyboarding

**Prerequisites:** ABT 100 or permission of the Chairperson.

**Description:** Fundamentals of skill building using Microsoft Word. Application of basic skills in the production of letters, envelopes, memos, outlines, reports, agendas, minutes, resumes, and tables. Emphasis is placed on the following features: processing text, formatting characters, placing and aligning text, using writing tools, managing files, and printing documents. In addition, timed writings will be given to improve speed and accuracy development. Formerly OFT 102. Students who have completed OFT 102 will not receive credit for ABT 102. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 105 - Administrative Business Technology Workshop

**Prerequisites:** ABT 109 or permission of the Chair.

**Description:** A course to consolidate and reaffirm previously acquired office skills, to prepare business documents, and to acquaint the students with a wide range of office activities and procedures. Formerly OFT 105. Students who have completed OFT 105 will

not receive credit for ABT 105. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring (even years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 109 - Word Processing Applications I

**Prerequisites:** ABT 102 or permission of the Chairperson.

**Description:** Development of word processing and office automation skills using Microsoft Word. Emphasis is placed on the following features: paragraph formatting, page numbering, footnotes/endnotes, headers/footers, styles and templates, find and replace, outline, columns, tables, and draw. In addition, timed writings will be given to improve speed and accuracy development. Formerly OFT 109. Students who have completed OFT 109 will not receive credit for ABT 109. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 110 - Integrated Software I

**Prerequisites:** ABT 109 or permission of the Chairperson.

**Description:** This course continues the development of word processing and office automation skills using Microsoft Office. Students will prepare a wide variety of business documents. Emphasis is placed on the following features of Word: borders, columns, customizing default settings, forms, graphics, macros, merge, outline, advanced replace features, shading, special characters, styles, tables, templates, and watermarks. Students will also prepare basic spreadsheets to incorporate into routine business documents. In addition, timed writings will be given to improve speed and accuracy development. Formerly OFT 110. Students who have completed OFT 110 will not receive credit for ABT 110 (2 lecture, 2 laboratory hours) laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 113 - Word Processing Basics

**Description:** This course introduces students to the basics of word processing using state-of-the-art software. Students will receive instruction in creating, editing, and formatting letters, reports, and a variety of other documents. This course is nontransferable.

Formerly OFT 113. Students who have completed OFT 113 will not receive credit for ABT 113.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 114 - Presentation Software Basics

**Description:** This course introduces students to the basics of presentation software using state-of-the-art software. Students receive instruction in inputting, editing, and formatting presentations. This course is non-transferable. Formerly OFT 114. Students who have completed OFT 114 will not receive credit for ABT 114.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 115 - Spreadsheet Basics

**Description:** This course introduces students to the basics of spreadsheets using state-of-the-art software. Students will receive instruction in retrieving data, editing, and formatting spreadsheets to be incorporated into a variety of documents. This course is non-transferable. Formerly OFT 115. Students who have completed OFT 115 will not receive credit for ABT 115. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 116 - Database Basics

**Description:** This course introduces students to the basics of databases using state-of-the-art software. Students will receive instruction in retrieving data, editing, and formatting databases to be incorporated into a variety of documents. This course is non-transferable. Formerly OFT 116. Students who have completed OFT 116 will not receive credit for ABT 116.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 119 - Integrated Software II

**Prerequisites:** ABT 110 or permission of the Chairperson.

**Description:** Using Microsoft Office, this course integrates word processing, spreadsheets, databases, and presentation applications. Through office-support simulation projects, students will share information between applications by copying,

linking, and embedding data from a source application into a destination application. Formerly OFT 119. Students who have completed OFT 119 will not receive credit for ABT 119. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 120 - Desktop Publishing

**Description:** This course introduces the application of desktop publishing and computer graphics. Students design, edit, and produce high quality documents using Adobe InDesign Software Formerly OFT 120. Students who have completed OFT 120 will not receive credit for ABT 120. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 127 - Legal Office Procedures I

**Description:** Introduction to litigation documents: procedures for preparing summonses, complaints, answers, counterclaims, affidavits, bills of particulars, replies, verifications, and judgments. Discussion of New York State and Federal court systems. Formerly OFT 127. Students who have completed OFT 127 will not receive credit for ABT 127. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring (even years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 128 - Legal Office Procedures II

**Description:** Introduction to the procedure for preparing non-litigation documents, including contracts, powers of attorney, wills, and real estate papers. Discussion of probate, appeals, and motion practice. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall (odd years), Spring (odd years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 129 - Medical Malpractice Office Procedures

**Description:** This course introduces students to the field of medical malpractice. Students will receive instruction on professional responsibility and ethics and the types of personal injury, worker's compensation, and general liability cases. Emphasis will be placed on preparing medical malpractice correspondence and other

written documentation such as subpoenas, responses, answers, chronological summaries, depositions, and other discovery and investigative documents.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 205 - Administrative Business Technology Internship

**Prerequisites:** ABT 105 and ABT 110 or ABT 254 or permission of the Chairperson.

**Description:** This course provides students with supervised internship experience in legal, medical, or general offices giving students the opportunity to apply their classroom skills in their chosen field of study. Weekly coursework and discussion postings are assigned to reinforce internship experience. Formerly OFT 205. Students who received credit for OFT 205 will not receive credit for ABT 205.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring (odd years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 230 - Web Page Formatting

**Description:** This course allows students to create, edit, manage, and maintain websites using Adobe Dreamweaver. Dreamweaver is one of the most popular webpage/website creation & management tools on the market. This course is open to all NCC students. No prerequisite. Formerly OFT 230. Students who have completed OFT 230 will not receive credit for ABT 230.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 235 - E-Commerce for Office Professionals

**Description:** A comprehensive introduction to electronic commerce and the Internet taken from an office worker's perspective. This course is designed to help office professionals develop the necessary skills to use the Internet effectively and to provide students with an overview of the field of electronic business and information processing. This course features hands-on exercises for students who want to know how information technologies are tied together to improve business productivity. This course is open to all NCC. No prerequisite. (Also offered online) Formerly OFT 235.

Students who have completed OFT 235 will not receive credit for ABT 235.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 244 - Business Writing

**Prerequisites:** ENG 100 or ENG 101.

**Description:** An introduction to the principles of writing business correspondence. Emphasis on composing and editing business documents, including letters, memos, e-mail messages, and reports. Language arts skills are reinforced. (3 lecture, 2 laboratory hours) Laboratory fee applies. (Also offered online).

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Administrative Business Tech

### ABT 245 - Administrative Management

**Description:** The study of managerial functions and theory. Special attention is given to issues facing office managers including the analysis of technology, office design implementation, personnel practices and concerns, and overall management of people, procedures, and equipment. Formerly OFT 245. Students who have completed OFT 245 will not receive credit for ABT 245. (Also offered online).

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 254 - Medical Workshop

**Description:** Front office and administrative procedures for the medical office: reports, filing, telephone techniques, human relations, and office management. Patient information, procedure and diagnostic codes, claim centers and service facilities, and billing information are presented using Medical Manager software. Formerly OFT 254. Students who have completed OFT 254 will not receive credit for ABT 254. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

## Accounting

### ACC

#### ACC 101 - Accounting I

**Prerequisites:** A student with two or more remedial requirements cannot take this course.

**Description:** This course is an introduction to financial statements, analysis of the statements, and accounting concepts for business entities.

Other topics include cash, receivables, inventory, non-current assets, and current liabilities. Formerly BUS 101. Students who have completed BUS 101 will not receive credit for ACC 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 102 - Accounting II**

**Prerequisites:** ACC 101 with a grade of C or better

**Description:** This course is a continuing introduction to accounting concepts for business entities. The course focuses on accounting concepts for long term liabilities, stockholders' equity, financial statement analysis as well as specific accounting concepts relating to statement of cash flows and managerial accounting. Formerly BUS 102. Students who have completed BUS 102 will not receive credit for ACC 102.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 104 - Managerial Accounting**

**Prerequisites:** ACC 101 with a grade of C or better.

**Description:** This course is an introduction to the concepts of Managerial Accounting and their application in today's business environment. The course presents managerial tools and their uses in decision making within manufacturing, merchandising and service entities. It also emphasizes specific managerial uses of the accounting information within the entity.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Summer*

*Credit Hours: 4*

*Department: Accounting and Business Admin*

### **ACC 125 - Computerized Accounting**

**Description:** An introductory course providing students with accounting knowledge incorporating accounting software programs such as Peachtree, QuickBooks and other similar commercial software packages.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Accounting and Business Admin*

### **ACC 201 - Intermediate Accounting I**

**Prerequisites:** ACC 101 and ACC 102 with grade of C or better in each course.

**Description:** This course examines the theory and concepts of financial accounting as expressed by authoritative pronouncements of the Financial Accounting Standards Board and the Accounting Principles Board. The course provides a review of the accounting cycle and focuses on the financial reporting which includes the preparation and analysis of the balance sheet, the income statement, and the statement of changes in stockholder's equity. The course also provides an introduction to the other aspects of financial reporting and analysis. Additional topics covered include specific accounting concepts relating to current assets, plant assets, intangibles, revenue recognition, and the time value of money. Formerly BUS 201. Students who have completed BUS 201 will not receive credit for ACC 201.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 202 - Intermediate Accounting II**

**Prerequisites:** ACC 201 with a grade of C or better.

**Description:** This course continues to examine the theory and concepts of financial accounting as expressed by authoritative pronouncements of the Financial Accounting Standards Board and the Accounting Principles Board. The course focuses on the preparation and analysis of the statement of cash flows and specific accounting concepts relating to non-current assets, current and long-term liabilities, accounting for income taxes, leases, and post employment benefits. Additional topics covered include contingencies, contributed capital, accounting changes and errors, and earnings per share. Formerly BUS 202. Students who have completed BUS 202 will not receive credit for ACC 202.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 203 - Federal Income Taxes**

**Prerequisites:** ACC 101 with a grade of C or better.

**Description:** Federal income tax laws and filing requirements as applied to the preparation of individual and sole proprietorship returns including all related schedules. Introduction to tax planning. This course should not be taken by those intending to take the C.P.A. examination. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 206 - Payroll Systems and New York State Taxes**

**Description:** A course providing the underlying concepts, theories, and procedures for payroll systems, payroll record keeping, and employers' payroll requirements for filing N.Y.S. and N.Y.C. payroll taxes. N.Y.S. tax law as applied to the preparation of individual, unincorporated and franchise returns. N.Y.S. sales tax law and preparation of sales tax returns. Tax planning and researching tax problems. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **ACC 208 - Cost Accounting**

**Prerequisites:** ACC 101 and ACC 102 with a grade of C or better.

**Description:** This course examines the uses of accounting information by management in planning and controlling operations, for inventory evaluation and profit determination, and for making both short and long term decisions. A detailed examination is made of job order process and standard cost systems used in recording costs. The various types of quantitative tools used by management in making business decisions are studied. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

*Credit Hours: 4*

*Department: Accounting and Business Admin*

### **ACC 295 - Independent Study-Accounting**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly 699. Students who have completed ACC 699 will not receive credit for ACC 295.

*Credit Hours: 3*

*Department: Accounting and Business Admin*

## **Africana Studies**

### **AFR**

#### **AFR 100 - African Art and Culture**

**Description:** History of African Art, from antiquity to present, in relation to the cultures which produced the art. Examination of representative African forms. West, East, and Central Africa. Introduction to historic African crafts, costume, and music.  
SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 110 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with DAN 117)  
This is the first course in the AFR 110- AFR 111 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Fall, Spring*

**Credit Hours:** 1

**Department:** *Africana Studies*

**AFR 111 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with DAN 118)  
This is the second course in the AFR 110- AFR 111 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Fall*

**Credit Hours:** 1

**Department:** *Africana Studies*

**AFR 112 - A Survey of the Art of African American Dancers and Choreographers**

**Description:** (Dual listed with DAN 125)  
An introduction to the contributions of African American creative and performing artists to the development of social and theatrical dance in America. Classroom demonstrations by representative artists and field trips to dance concerts are part of the curriculum.  
SUNY GEN ED GHUM, GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 113 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with DAN 217)  
This is the first course in the AFR 113 - AFR 114 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble productions.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Fall*

**Credit Hours:** 1

**Department:** *Africana Studies*

**AFR 114 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with DAN 218)  
This is the second course in the AFR 113 - AFR 114 sequence. Participation in the

production, rehearsal and performance of the African American Dance Ensemble productions.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Spring*

**Credit Hours:** 1

**Department:** *Africana Studies*

**AFR 130 - African American Literature I**

**Prerequisites:** ENG 100 or ENG 101 and ENG 102 or ENG 109  
**Description:** (Dual listed with ENG 207)  
This course covers development of African American literature from early slave narratives and folklore following the advent of the trans-Atlantic slave trade through the Revolutionary, pre- and post-Civil War periods, to the major literary flowering of the 1920s Harlem Renaissance. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 131 - African American Literature II**

**Prerequisites:** AFR 130 or ENG 207 or permission of the Africana Studies Department.

**Description:** (Dual listed with ENG 208)  
The course examines the ideas, themes, and aesthetics in literature by African Americans from the 1930s to the present. Diverse writers such as Dorothy West, Malcom X, Ralph Ellison, James Baldwin, Gwendolyn Brooks, Robert Hayden, Alice Walker, Tony Morrison, and Walter Mosely are read. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 140 - African American History I**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with HIS 176)  
A survey of the African American experience in the New World, from the advent of the African slave trade to the Civil War and the Reconstruction Era. Emphasis centers on the African background, the cultural heritage of the African Americans, slavery and a legacy of racial discrimination.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 141 - African American History II**

**Description:** (Dual listed with HIS 177)  
A survey of the African American experience since the Reconstruction Era to the post-World War II period and the current scene. Emphasis centers on the Civil Rights Movement, the Harlem Renaissance, the Black Revolution and the philosophies of Dr. Martin Luther King, Jr., Malcolm X, Jesse Jackson, Angela Davis, Cynthia Boston, Willie McGee and the "exiled" leaders of the contemporary scene.  
SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 142 - History of African Civilization**

**Description:** The course concentrates on the traditional African ways of life and the African responses, political and cultural, to the colonial experience.

SUNY GEN ED- GOWC, GSBS; NCC GEN ED-SBS, GLNW

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 143 - History of Contemporary Africa**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Dual listed with HIS 110)  
The study of African independence movements; discussion of the problems of post-independent Africa, such as nation building, strategies of development, education, pan-Africanism; and problems of democracy in southern Africa.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-SBS, GLNW

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** *Africana Studies*

**AFR 150 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 129)  
This is the first course in the AFR 150-151 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall*

**Credit Hours:** 1

**Department:** *Africana Studies*

**AFR 151 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 130)

This is the second course in the AFR 150 - AFR 151 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble performances. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Spring*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 152 - Perspective on Jazz**

**Description:** (Dual listed with MUS 207)

This course is designed to explore the inception and evolution of jazz, its styles and influence on other musical types. Included is the heritage of the African American: i.e., spirituals, work songs, blues, with emphasis on characteristics of African music.

SUNY GEN ED-GART, GHUM; NCC GEN ED-PLDI, HUM, WESH

*Offered: Fall, Spring*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 153 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 229)

Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 154 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 229 - MUS 230)

Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Spring*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 155 - African American Music**

**Description:** (Dual listed with MUS 205)

In addition to an evaluation of the basic musical materials of African American music and its effects on other music forms, an historical/philosophical/political analysis and survey are also included.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM, PLDI, WESH

*Offered: Fall, Spring*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 170 - Black Social Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course. (Dual listed with PHI 108)

**Description:** An examination of the social philosophy of thinkers such as Du Bois, Garvey, King and Fanon. Particular attention is paid to oppression and the struggle for self-identity. The ideals of freedom, equality, justice and community are carefully considered.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

*Offered: Fall, Spring, Summer*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 185 - African American Culture**

**Description:** (Dual listed with SOC 214)

A comprehensive survey of the various aspects of the lives, life-styles, values, art forms and social impacts of the African American.

The course includes the varying lifestyles at different socioeconomic levels; speech patterns; the role of the church as a religious, historical, political and recreational institution; African American cultural patterns; and the influence of Africa.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

*Offered: Fall, Spring, Summer*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 186 - The African American Family**

**Prerequisites:** SOC 201 or ANT 203, or permission of instructor.

**Description:** (Dual listed with SOC 219)

Sociological approaches to the African American family. Topics include interactions with public and social institutions, male/female relationships, state of the extended family, identity as a socialization agent, courtship, sex patterns and roles, health and economic issues, alternative life styles, the Black male as an "endangered species," and the effects of public policy on the Black family.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

*Offered: Fall, Spring*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 190 - Introduction to Black Theatre in America**

**Description:** (Dual listed with THR 102)

An introduction to the literature and artists of the contemporary African American

theatre. The course includes representative playwrights, actors and technicians as speakers in the class and field trips to theatre productions. Students have the opportunity to work in at least one production per semester, selected from contemporary African American drama which may, whenever possible, be performed in the community.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

**Credit Hours: 3**

**Department:** *Africana Studies*

### **AFR 191 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 117)

Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 192 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 118)

Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 193 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 217)

Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 194 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 218)

Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

**Credit Hours: 1**

**Department:** *Africana Studies*

### **AFR 197 - Communications in Black America**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** (Dual listed with COM 130)  
A study of how oral communication functions in various relationships. Emphasis on discussion, group exercises, role playing. The role of oral communication in the Black experience.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered:* Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 200 - History of the Black Woman**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with HIS 178)  
A historical examination of the image, role and treatment of the Black Woman in America from the Age of Slavery to the advent of the feminist movement and the contemporary scene. Emphasis centers on the burdens of racism, sexism, single-parent motherhood, welfare, Black female and male relationships, sterilization, the Black family and the issues of Black Women's liberation, women's lib and the ERA amendment.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS, WESH, PLDI

*Offered:* Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 203 - The Afro-Caribbean World**

**Description:** (Dual listed with HIS 221)  
A historical presentation of the African experience in the Caribbean nations of Cuba, Bahamas, Haiti, Dominican Republic, Jamaica, Puerto Rico, and the nations of the Lesser Antilles, Trinidad and Tobago. Emphasis centers on the impact and effects of African slavery in the Caribbean, African contributions to the region, its cultural roots in Caribbean society, and the contemporary problems in the Caribbean today.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-GLNW, WESH, PLDI, SBS

*Offered:* Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 295 - Independent Study-Africa**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly AFR 699. Students who have completed AFR 699 will not receive credit for AFR 295.

**Credit Hours:** 3

**Department:** *Africana Studies*

# Allied Health Sciences

## AHS

### **AHS 100 - CPR and Basic Cardiac Life Support**

**Description:** (Dual listed with HED 290)  
This course is designed to teach Cardiopulmonary Resuscitation (CPR) and Basic Life Support to individuals entering the various service professions (police, fire), health professionals and professionals who are activity-oriented (recreation, lifeguard), etc. Basic procedures are covered in full. Successful completion of the course meets all requirements for the American Red Cross and Heart Association "course completion card." It cannot be used to fulfill Physical Education requirement for graduation.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Fall, Spring, Summer

**Credit Hours:** 1

**Department:** *Allied Health Sciences*

### **AHS 101 - Introduction to Allied Health Science**

**Description:** An introductory course designed to provide the student with basic knowledge and skills common to a variety of Allied Health Sciences. Medical terminology; the hospital: organization, specialized services and personnel; the nature, cause, diagnosis and treatment of disease; medical-legal considerations; aseptic principles and emergency care.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

### **AHS 102 - Introduction to Physical Therapy**

**Description:** An introductory course designed for students who are planning to become physical therapists. Topics include: the training and role of health care workers in physical therapy, an introduction to physical therapy techniques, and ethical and medical-legal aspect of practice.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Fall, Spring

**Credit Hours:** 2

**Department:** *Allied Health Sciences*

### **AHS 103 - Fundamentals of Pharmacology**

**Description:** The action and usage of commonly used drugs and solutions and the

methods by which they are administered. In addition, a general orientation to the mathematics involved in the computation of drug dosages and solution composition.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Spring

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

### **AHS 104 - Fundamentals of Pharmacology and Therapeutics for Respiratory Care**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 311 and CHE 131.

**Description:** An introduction to general principles of pharmacology, with an emphasis on agents used in the treatment of diseases of the cardio-respiratory systems. Also treated are principles of patient assessment, aerosol medication delivery systems, hyperinflation therapy, and associated equipment and techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Spring

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

### **AHS 105 - Integrated Basic Science**

**Description:** An integrated science course focusing on application of scientific principles in paramedical areas. Topics of study include fundamentals of chemistry, anatomy and physiology, and microbiology as they pertain to the clinical field.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Fall, Spring

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

### **AHS 111 - Respiratory Care I Lecture**

**Corequisites:** AHS 101, AHS 131, AHS 311 and CHE 131

**Description:** An examination of cardiopulmonary anatomy from the perspective of the respiratory therapist. The course begins with an overview of the chemical basis of structure, then concentrates on the structure and function of the cardiopulmonary system. Topics of study include cellular structure of the lung, structure of the conducting and respiratory areas of the lung, and functional anatomy of the cardiovascular system. (3 lecture hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered:* Fall

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

### **AHS 112 - Respiratory Care II Lecture**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 311 and CHE 131

**Corequisites:** AHS 103, AHS 132, AHS 312 and CHE 132

**Description:** An examination of the physiology of the cardiopulmonary system from the perspective of the respiratory therapist. Although the course concentrates primarily on the function of the pulmonary system, detailed attention is also given to the functional relationship between the cardiac and pulmonary systems. Topics of study include oxygen and carbon dioxide transport, blood acid-base balance, cellular respiration, pulmonary and systemic circulation, and functional changes to the cardiopulmonary systems caused by other organ systems. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 116 - Respiratory Care I Lab**

**Prerequisites:** MAT as advised.

**Corequisites:** AHS 101, AHS 111, AHS 131 and CHE 131.

**Description:** Introduction to the profession of respiratory care. History and development of respiratory care. Scientific measurement, physics and chemistry as pertinent to respiratory mechanics and physiology. The use of medical gases, aerosols, and instrumentation as preparation for an understanding and implementation of therapy rationale. Laboratory practice with respiratory care apparatus. This course includes introductory clinical exposure at local affiliating hospitals. Formerly AHS 311. Students who have completed AHS 311 will not receive credit for AHS 116. (8 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 117 - Respiratory Care II Lab**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 116, CHE 131

**Corequisites:** AHS 104, AHS 112

**Description:** Pre or Corequisite : AHS 132, CHE 132

Introduction to mechanical ventilator therapy. Comprehensive study of all aspects of modern mechanical ventilation including terminology, classification, modes of operation, physiologic effects, clinical implementation, monitoring and troubleshooting of modern critical care devices with a focus on invasive ventilation. Laboratory practice emphasizing the set up and operation of current examples of adult mechanical ventilators. Formerly AHS 312.

Students who have completed AHS 312 will not receive credit for AHS 117. (9 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 118 - Respiratory Care III Lab**

**Prerequisites:** AHS 104, AHS 112, AHS 132, AHS 117 and CHE 132.

**Description:** Continuation of the study of modern mechanical ventilation with a focus on advanced ventilator techniques and interpretation of arterial blood gas results; introduction to diagnostic pulmonary function testing. Laboratory practice emphasizing the set up and operation of advanced ventilator systems as well as pulmonary function measuring instruments. Formerly AHS 313. Students who have completed AHS 313 will not receive credit for AHS 118. (16 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 119 - Respiratory Care Summer Clinical**

**Prerequisites:** AHS 118

**Description:** Comprehensive clinical practicum at an affiliating hospital. The student will practice clinically the procedures learned during AHS 116, AHS 117, AHS 118, and AHS 104. (40 clinical hours per week for 5 weeks). Registration is limited to students enrolled in the Respiratory Therapy program. Formerly AHS 212. Students who have completed AHS 212 will not receive credit for AHS 119. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 121 - Surgical Technology I**

**Description:** Orientation to hospital organization, administration, and physical structure, with concentration on surgical areas. Interpersonal relationships, stressing patient welfare and the "surgical team" concept. Introduction to medical terminology and microbiology. Emphasis on development of knowledge and skills relating to principles and practices of sterilization, aseptic techniques, surgical instruments and supplies, pneumatic and electrical equipment; electrosurgical, cryosurgical, and laser techniques. Selected laboratory and clinical experience. (4 lecture, 3 laboratory hours) Laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 122 - Surgical Technology II**

**Prerequisites:** AHS 121

**Description:** Development of knowledge and skills required of a "scrub" assistant, knowledge and understanding of "circulating" duties, procedures of patient preparation, basic operative procedure, reporting and recording operative data, radiological and endoscopic procedures; principles of anesthesia and related safety measures; techniques of catheterization and plaster application. Selected laboratory and clinical experience in the hospital setting includes exposure to the Endoscopy Unit and Central Supply. (4 lecture, 6 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 6

**Department:** Allied Health Sciences

### **AHS 123 - Surgical Technology III**

**Prerequisites:** AHS 122

**Description:** Orientation to specific surgical specialties including hernia surgery, surgery of the gastrointestinal tract, surgery of the gall bladder, pancreas, liver and spleen and gynecologic and obstetric surgery, with related surgical anatomy pathophysiology and specialty instrumentation. Relevant ethical and legal considerations. Selected clinical experience in the hospital setting includes exposure to PACU and Ambulatory Surgery Centers as well as correlated participation as scrub assistant and assisting with circulating duties under supervision. (4 lecture, 12 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours:** 8

**Department:** Allied Health Sciences

### **AHS 124 - Surgical Technology IV**

**Prerequisites:** AHS 123

**Description:** General orientation to specific surgical specialties including genitourinary, plastic, head and neck, orthopedic, otologic, ophthalmic, neurologic, thoracic, peripheral vascular and cardiovascular surgery, with related surgical anatomy, pathophysiology and special instrumentation. Relevant ethical and legal considerations. Selected clinical experience in the hospital setting includes exposure to the Ambulatory Surgery Center and the Delivery Room as well as correlated participation as scrub assistant, and assisting with circulating duties under supervision. (4

lecture, 12 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 8**

**Department: Allied Health Sciences**

### **AHS 131 - Anatomy and Physiology I**

**Prerequisites:** Students must have satisfied all MAT, ENG, and RDG remediation prior to starting the course.

**Description:** The study of cell structure and function, tissue, skeleton, muscular system, nervous system, and special senses. Required of all students in Physical Therapist Assisting, Surgical Technology, Medical Laboratory Technology, Respiratory Care, Nursing, Radiologic Technology and Radiation Therapy. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

*Offered: Fall, Spring, Summer*

**Credit Hours: 4**

**Department: Allied Health Sciences**

### **AHS 132 - Anatomy and Physiology II**

**Prerequisites:** A minimum grade of C in AHS 131

**Description:** The study of blood, lymph, reticuloendothelial, cardiovascular, respiratory, digestive, urogenital, and endocrine systems. (Continuation of AHS 131 and required of the same students.) (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

*Offered: Fall, Spring, Summer*

**Credit Hours: 4**

**Department: Allied Health Sciences**

### **AHS 133 - Radiation Biology**

**Prerequisites:** AHS 131, AHS 132

**Description:** Cell structure and function. Biological effects of radiation on normal and abnormal cells. Differential sensitivity of tissues; acute and late reactions. Clinical application and use of radiosensitizers, chemotherapeutic agents, combined therapies, and hyperthermia.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 134 - Applied Radiation Physics I**

**Prerequisites:** AHS 168, AHS 265

**Description:** Corequisites: AHS 133, AHS 266, AHS 267

Physical specifications of various treatment units. Beam characteristics, half value layers, radioactive decay. Radiation units

of measurement, radioactive half life, and application of radionuclides.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 135 - Applied Radiation Physics II**

**Prerequisites:** AHS 134

**Description:** Interaction of ionizing radiation with matter. Dose calculations, multiple field techniques and therapeutic use of particulate radiation. Emphasis on principles of treatment planning, comparison of manual and computer treatment plans, fixed field and moving beam techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 151 - Physical Therapist Assistant I**

**Corequisites:** AHS 234

**Description:** Majors only co-requisite AHS 234. The first of eight sequential courses in the Physical Therapist Assistant Program. The lecture includes an introduction to physical therapy across the lifespan, Scope of Physical Therapist Assistant practice and integration within the rehabilitation team, pathological conditions. The laboratory includes vital signs, body mechanics, transfers, gait training and activities of daily living (3 lecture, 3 laboratory, 3 practice laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 4**

**Department: Allied Health Sciences**

### **AHS 152 - Physical Therapist Assistant II**

**Prerequisites:** AHS 151, AHS 234.

**Description:** The lecture includes orthopedic and neurological conditions requiring physical therapy. The laboratory is an introduction to exercise including passive, active assistive, active resistive and progressive resistive range of motion, stretching, goniometry, and exercise equipment. Clinical application of skills occurs in a local facility. (6 lecture hours, 3 laboratory hours, 3 practice laboratory, 3 clinic hours.)

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 7**

**Department: Allied Health Sciences**

### **AHS 153 - Physical Therapist Assistant III**

**Prerequisites:** AHS 154

**Corequisites:** AHS 155

**Description:** This course includes the physiological basis and application of physical therapy modalities of heat, cold, light, water, mechanics and massage. Physical therapy treatments for patients with cardio-respiratory and integumentary impairments are included. (3 lecture, 3 laboratory, 3 practice laboratory hours.) Laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 154 - Physical Therapist Assistant IV**

**Prerequisites:** AHS 152

**Description:** The lecture includes principles and uses of medical physics, modalities of electricity along with physiological principles, indications, contraindications and precautions. The laboratory consists of the proficient application of these modalities used to alleviate pain, swelling and weakness. (8 lecture, 4 laboratory, 4 practice laboratory hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 155 - Physical Therapist Assistant V**

**Prerequisites:** AHS 154

**Corequisites:** AHS 153

**Description:** The lecture includes current issues and practices in physical therapy. The laboratory involves regionally designed exercises and advanced therapeutic exercise techniques for a variety of patients. One day per week is spent in the clinic. (3 lecture, 3 laboratory, 3 practice laboratory, 8 clinic hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 4**

**Department: Allied Health Sciences**

### **AHS 156 - Physical Therapist Assistant VI**

**Prerequisites:** AHS 155

**Description:** Topics include physical treatment for pediatrics, the neurologically impaired adult and patients with amputations. (8 lecture, 6 laboratory, 6 practice laboratory hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 4**



*Department: Allied Health Sciences*

### **AHS 157 - Clinical Affiliation I**

**Prerequisites:** AHS 156 with concurrency

**Description:** Full-time clinical practice as a physical therapist assistant student in physical therapy settings is required including: sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. (40 hours per week/6 weeks.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

*Department: Allied Health Sciences*

### **AHS 158 - Clinical Affiliation II**

**Prerequisites:** AHS 156 with concurrency.

**Description:** Full-time clinical practice as a physical therapist assistant student in two separate physical therapy settings is required including: sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. (Summer only/40 hours per week/6 weeks.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

*Department: Allied Health Sciences*

### **AHS 168 - Introduction to Treatment Planning**

**Prerequisites:** AHS 261

**Description:** Fundamental principles of treatment planning, dosimetry and calculations. Concepts of radiation protection including ALARA are discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

*Department: Allied Health Sciences*

### **AHS 180 - Treatment Technique**

**Description:** Specific techniques for delivering care to radiation therapy patients, including shielding and immobilizing devices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall (first 5 weeks)*

**Credit Hours: 1**

*Department: Allied Health Sciences*

### **AHS 181 - Radiology and Topographic Anatomy**

**Prerequisites:** AHS 180

**Corequisites:** AHS 261

**Description:** Identification of structures on radiographs as related to Topographical

landmarks used in determining treatment ports in Radiation Therapy.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall (second 5 weeks)*

**Credit Hours: 1**

*Department: Allied Health Sciences*

### **AHS 182 - Quality Assurance**

**Description:** Quality assurance as it applies to Radiation Therapy. Chart maintenance, identification of machine malfunction, and image quality will be discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall (third 5 weeks)*

**Credit Hours: 1**

*Department: Allied Health Sciences*

### **AHS 201 - Clinical Hematology**

**Corequisites:** AHS 131 and CHE 131 or CHE 151.

**Description:** The study encompasses both normal and abnormal morphology and physiology of those cells and structures normally found in human blood. Relationships are drawn from hematologic manifestations occurring from other than pure hematological diseases and clinical findings are accentuated, being mutually or reciprocally related to true hematological disorders. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 4**

*Department: Allied Health Sciences*

### **AHS 202 - Medical Microbiology**

**Prerequisites:** Students must have successfully completed AHS 131 and 132 or permission of the Chairperson

**Description:** The student is given a medical view of microorganisms: their morphology and physiology. Pathogenic microorganisms, including etiology and pathology, are examined in detail as applicable to the hospital environment. The study of aseptic and antiseptic techniques involving patients, equipment and clinical areas enumerated.

Practicum in obtaining pure cultures and identifying these cultures included. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

**Credit Hours: 4**

*Department: Allied Health Sciences*

### **AHS 203 - Clinical Pathology**

**Prerequisites:** AHS 131, AHS 132

**Description:** Pre or Concurrent Requisites: AHS 201

This course is designed to expose students to principles of pathologic processes and disorders. Theoretical considerations will provide the necessary background to understand disease and will facilitate the application of diagnostic modalities and therapeutic interventions.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 3**

*Department: Allied Health Sciences*

### **AHS 205 - Immunohematology**

**Prerequisites:** AHS 131, AHS 201 and CHE 131 or CHE 151

**Description:** Provides student of Medical Technology with the theory and practice of blood transfusion and immunohematology. Modern, routine blood banking techniques are emphasized, especially in the laboratory portion of the course. Detailed discussion of related aspects of blood collection, component preparation, storage, preservation, and testing for compatibility between donor and recipient as well as hazards of transfusion are presented. (3 lecture, 3 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 4**

*Department: Allied Health Sciences*

### **AHS 206 - Clinical Immunology**

**Prerequisites:** AHS 201, AHS 205 and all prior Med. Tech. requirements.

**Description:** Concurrent Requisites: AHS 202 Basic Immunologic mechanisms: Antigen structure and antigenicity; antibody structure; antigen-antibody interaction: T-cell and B-cell interactions, including thymus-dependent and thymus-independent antigens; antibody production, including DNA and looping-out excision; complement; cytokines; theory of immunologic and serologic procedures and the immunologic manifestations of disease.

The student will acquire the fundamental information necessary to function as a technician in a medical laboratory and/or engage in studies at the technologist level.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 3**

*Department: Allied Health Sciences*

### **AHS 209 - Clinical Applications of Medical Laboratory Science**

**Prerequisites:** AHS 131, AHS 132, AHS 201, AHS 202, AHS 203 and AHS 205.

**Corequisites:** AHS 210 and CHE 221.

**Description:** Restricted to Medical Laboratory Technology Students Only. This course

includes instruction and practice in various areas of the clinical laboratory. It provides a comprehensive study of hemostasis (the mechanisms of hemostasis, fibrinolysis and hemostatic control) and urinalysis (the principles of physical, chemical and microscopic fluid analyses). Fundamentals of phlebotomy are also introduced. Students practice routine diagnostic methods in these laboratory disciplines with emphasis on principles, sources of error, interpretation, and clinical correlation of results.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 210 - Clinical Internship I**

**Prerequisites:** AHS 131, AHS 132, AHS 201, AHS 202, AHS 203 and AHS 205.

**Corequisites:** AHS 209 and CHE 221.

**Description:** Clinical Internship is offered during the spring term and is only for those laboratory technician students who are matriculated and entering the final phase of their studies. Completion of all AHS science prerequisites with a minimum grade of C is required prior to registration for AHS 210. Students are assigned to hospital or private laboratories in Nassau County and surrounding areas. Here under Departmental supervision, students further their clinical training in selected phases of laboratory work. Through participation and practice they refine technical skills and didactic principles as they relate to the laboratory workplace. ,

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 211 - Clinical Internship II**

**Prerequisites:** AHS 209 and AHS 210.

**Description:** This course is open to only those senior MLT students who have successfully completed AHS 210. Duration 15 weeks. Students assigned to area hospitals or laboratories will complete the balance of their clinical training.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 215 - Diagnostic Microbiology**

**Prerequisites:** AHS 131, AHS 132, AHS 201, AHS 202

**Description:** Pre or Concurrent Requisites: AHS 209, AHS 210

A continuation of AHS 202, this course provides an overview of diagnostic

microbiology that is relevant and essential for a career as a medical laboratory technician. It includes discussion of the microorganisms of importance and basic test procedures commonly encountered in clinical settings. While bacteriology is the emphasis, mycology, parasitology, and virology will also be included. For MLT majors only.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 216 - Respiratory Care III Lecture**

**Prerequisites:** AHS 119

**Corequisites:** AHS 218 and AHS 219

**Description:** A study of pulmonary pathology from the perspective of the respiratory therapist. The course covers diseases of the pulmonary system concentrating on such topics as restrictive and obstructive diseases. The student learns disease etiology, epidemiology, physiologic abnormalities, clinical features, and the treatment of each disease. The course includes an introduction to problem-based learning and critical diagnostic thinking in respiratory care. Examples of diseases covered include emphysema, asthma, pneumonia, bronchitis, and pulmonary edema. Formerly AHS 113. Students who have completed AHS 113 will not receive credit for AHS 216. (2 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours: 2**

**Department: Allied Health Sciences**

### **AHS 217 - Respiratory Care IV Lecture**

**Prerequisites:** AHS 216, AHS 218, AHS 219.

**Corequisites:** AHS 220 and AHS 221

**Description:** A study of cardiovascular pathology and pathology of related organ systems from the perspective of the respiratory therapist. The course covers diseases of the cardiovascular system but also includes diseases of other related organ systems such as the digestive, nervous, intestinal, endocrine, and renal systems. The student learns disease etiology, epidemiology, physiologic abnormalities, clinical features, and the treatment of each disease. The course builds upon the concepts of problem-based learning and critical diagnostic thinking in respiratory care. Examples of diseases covered include stroke, encephalopathy, trauma, carcinoma, heart diseases, liver diseases, diabetes, HIV/AIDS, and renal diseases. Formerly AHS 114. Students who have completed AHS 114 will not receive credit for AHS 217. (2 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours: 2**

**Department: Allied Health Sciences**

### **AHS 218 - Respiratory Care IV Lab**

**Prerequisites:** AHS 119.

**Corequisites:** AHS 216 and AHS 219.

**Description:** The comprehensive study of the techniques and procedures of airway management, weaning from mechanical ventilation, bronchial hygiene, arterial sampling and noninvasive ventilation. Topics also covered are diseases of the neonatal and pediatric patient as well as the associated respiratory care equipment and treatment modalities and an introduction to home care, long term care, and pulmonary rehabilitation. Laboratory practice with respiratory care equipment and role playing in problem-solving situations. Formerly AHS 314. Students who have completed AHS 314 will not receive credit for AHS 218. (8 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours: 3**

**Department: Allied Health Sciences**

### **AHS 219 - Respiratory Care III Clinical**

**Prerequisites:** AHS 119.

**Corequisites:** AHS 216 and AHS 218.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including experience in medical and surgical intensive care, physical assessment, patient evaluation and nursing arts in the acute care hospital setting, pulmonary function testing and respiratory care in the subacute care setting. This course is an 'off campus' course and will afford the student respiratory therapist an opportunity within the hospital to apply and develop proficiencies in the technical knowledge obtained during the first three semesters of 'on campus' study. Under supervision of College faculty, the student will apply to the patient such therapeutics as medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care, and diagnostic pulmonary function testing as well as physical assessment and evaluation techniques. Formerly AHS 413. Students who have completed AHS 413 will not receive credit for AHS 219. (8 clinical hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Fall Only

**Credit Hours: 2**

**Department: Allied Health Sciences**

### **AHS 220 - Respiratory Care IV Clinical**

**Prerequisites:** AHS 216, AHS 218 and AHS 219.

**Corequisites:** AHS 217 and AHS 221.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including medical, surgical, neonatal and pediatric intensive care, pulmonary rehabilitation, and long term care as well as sleep diagnostics. This course is an "off campus" course and will afford the student respiratory therapist an opportunity, within the hospital, to apply and develop proficiencies in the technical knowledge obtained during the first four semesters of "on campus" study. Under supervision of College faculty, the student will apply to the patient more intensive therapeutic measures involving medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care and patient assessment and evaluation with a focus on the application of critical diagnostic thinking and problem solving skills. Additionally, many of the before mentioned therapeutics will be applied to infants and pediatric patients. (12 clinical hours) Lab fee applies. Formerly AHS 414. Students who have completed AHS 414 will not receive credit for AHS 220.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 221 - Respiratory Therapy Clinical II**

**Prerequisites:** AHS 216, AHS 218 and AHS 219.

**Corequisites:** AHS 217 and AHS 220.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including medical, surgical, neonatal and pediatric intensive care, pulmonary rehabilitation and long term care as well as sleep diagnostics. This course is an "off campus" course and will afford the student respiratory therapist an opportunity, within the hospital, to apply and develop proficiencies in the technical knowledge obtained during the first four semesters of 'on campus' study. Under supervision of College faculty, the student will apply to the patient more intensive therapeutic measures involving medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care and patient assesment and evaluation with a focus on the application of critical diagnostic thinking and problem-solving skills. Additionally, many of the before-mentioned therapeutics will be applied to infants and pediatric patients. Formerly AHS 214. Students who have completed AHS 214 will not receive credit for AHS 221. (8 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 225 - Medical Concepts and Techniques**

**Description:** The lecture includes the Medical Assistant's role in caring for patients. Discussion of functional anatomy, common disorders and diagnostic studies as they pertain to clinical medical assisting practice. Emphasis in laboratory will be on aseptic technique and standard precautions to prevent the spread of disease, diagnostic tests and common laboratory procedures. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

**Credit Hours:** 4

**Department:** Allied Health Sciences

### **AHS 234 - Kinesiology**

**Description:** Analysis of human motion based on anatomic, physiologic and mechanical principles. The study of typical and atypical movement patterns and manual muscle testing are included. (3 lecture, 3 laboratory, 3 practice laboratory hours). Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a  
*Offered: Fall*

**Credit Hours:** 4

**Department:** Allied Health Sciences

### **AHS 240 - Radiologic Technology I Lecture**

**Prerequisites:** ENG 101 and MAT Elective.

**Corequisites:** AHS 101, AHS 131 and AHS 241.

**Description:** A four week orientation lecture unit to prepare students for clinical education followed by lectures in applied physics, radiation safety, and radiographic technique. Upon successful completion of orientation unit, students will begin clinical education at an affiliating hospital. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 241 - Radiologic Technology I Laboratory/ Clinic**

**Prerequisites:** ENG 101 and MAT Elective.

**Corequisites:** AHS 101, AHS 131 and AHS 240.

**Description:** A four-week laboratory orientation unit to prepare students for clinical education followed by instruction and practice in an energized x-ray laboratory to include

selected routine and special radiographic examinations of the appendicular and axial skeleton using phantoms. Upon successful completion of the orientation unit, students will begin supervised clinical education at an affiliating hospital two days a week. (3 laboratory hours, 16 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 242 - Radiologic Technology II Lecture**

**Prerequisites:** AHS 101, AHS 131 and AHS 241.

**Corequisites:** AHS 132 and AHS 243.

**Description:** Lectures in radiographic quality, special radiographic techniques, electricity and x-ray circuitry. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 243 - Radiologic Technology II Laboratory/ Clinic**

**Prerequisites:** AHS 101, AHS 131, AHS 241 and AHS 242.

**Corequisites:** AHS 132 and AHS 242.

**Description:** Instruction and practice in an energized x-ray laboratory to include selected routine and special radiographic examinations of axial skeleton using phantoms. Supervised clinical Instruction and practice in an energized x-ray laboratory to include selected routine and special radiographic examinations of axial skeleton using phantoms. Supervised clinical education at an affiliating hospital two days a week. (3 laboratory hours, 16 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 244 - Radiologic Technology III Summer Clinical**

**Prerequisites:** AHS 240, AHS 241, AHS 242 and AHS 243.

**Description:** Supervised clinical education at an affiliating hospital five days a week from June to August. (40 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 5

**Department:** Allied Health Sciences

**AHS 245 - Radiologic Technology IV Lecture****Prerequisites:** AHS 244.**Corequisites:** AHS 246.**Description:** Lectures in radiation physics, radiobiology and radiation protection. (3 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 246 - Radiologic Technology IV Laboratory/ Clinic****Prerequisites:** AHS 244.**Corequisites:** AHS 245.**Description:** Introduction & practice in an energized x-ray laboratory to include common procedures using contrast media. Supervised clinical education at an affiliating hospital three days a week. (3 laboratory hours, 24 clinical hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 6**Department:** Allied Health Sciences**AHS 247 - Radiologic Technology V Lecture****Prerequisites:** AHS 245 and AHS 246.**Corequisites:** AHS 248.**Description:** Lectures in medical and surgical diseases and an introduction to other imaging modalities including CT scanning. (3 lecture hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 248 - Radiologic Technology V Laboratory/ Clinic****Prerequisites:** AHS 245 and AHS 246.**Corequisites:** AHS 247.**Description:** Instruction and practice in an energized x-ray laboratory to include specialized views of the skull, selected special procedures, pediatric examinations, mammography and the essentials of a quality control program; supervised clinical education at an affiliating hospital three days a week. (3 laboratory hours, 24 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring***Credit Hours:** 6**Department:** Allied Health Sciences**AHS 249 - Radiologic Technology VI Summer Clinical****Prerequisites:** AHS 245, AHS 246, AHS 247 and AHS 248**Description:** Five days a week, from June to August. Supervised clinical education at an affiliating hospital. (40 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 5**Department:** Allied Health Sciences**AHS 261 - Radiation Therapy Lecture I****Description:** Lectures on the rationale of using radiation therapy as a major modality in the treatment of cancer. Emphasis on the principles governing radiosensitivity and normal tissue tolerance. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 262 - Radiation Therapy Clinic I****Corequisites:** AHS 261.**Description:** Introduction to clinical education in radiation therapy technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (16 laboratory hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 2**Department:** Allied Health Sciences**AHS 263 - Radiation Therapy Lecture II****Prerequisites:** AHS 261 and AHS 262.**Corequisites:** AHS 264.**Description:** Lectures on the operating principles of various types of therapy equipment; the rationale for delivering treatments on particular units; introduction to pathology. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 264 - Radiation Therapy Clinic II****Prerequisites:** AHS 261 and AHS 262.**Corequisites:** AHS 263**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (16 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring***Credit Hours:** 2**Department:** Allied Health Sciences**AHS 265 - Radiation Therapy Clinic III****Prerequisites:** AHS 263 and AHS 264.**Description:** Clinical education at assigned affiliating hospitals. (40 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer***Credit Hours:** 5**Department:** Allied Health Sciences**AHS 266 - Radiation Therapy Lecture III****Prerequisites:** AHS 131, AHS 132 and AHS 263.**Corequisites:** AHS 267**Description:** Methods of treating cancers with radiation therapy based on anatomic site, histologic grade and normal tissue tolerance. Discussion of borders of treatment fields, dose and treatment. Emphasis on cancers of skin, head and neck, digestive and respiratory systems. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 267 - Radiation Therapy Clinic IV****Prerequisites:** AHS 265.**Corequisites:** AHS 266.**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (24 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 268 - Radiation Therapy Lecture IV****Prerequisites:** AHS 266.**Corequisites:** AHS 269.**Description:** Methods of treating cancers with Radiation Therapy based on anatomic site, histologic grade and normal tissue tolerance. Discussion of borders of treatment fields, dose and fractionation and reaction to treatment. Emphasis on cancers of central nervous system, breast, genitourinary system, and blood forming organs. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring***Credit Hours:** 3**Department:** Allied Health Sciences**AHS 269 - Radiation Therapy Clinic V****Prerequisites:** AHS 267.

**Corequisites:** AHS 268

**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (24 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 270 - Radiation Therapy Clinic VI

**Prerequisites:** AHS 269.

**Description:** Clinic VI. Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals. (40 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

**Credit Hours:** 5

**Department:** Allied Health Sciences

### AHS 295 - Independent Study-AHS

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly AHS 699. Students who have completed AHS 699 will not receive credit for AHS 295.

**Credit Hours:** 3

**Department:** Allied Health Sciences

## Anthropology

### ANT

#### ANT 203 - Physical Anthropology

**Description:** The major problems, methods and theories of physical and biocultural anthropology. Topics include: primatology, human origins, evolutionary processes, human variation, origins of language, and the interaction of nature, culture and society.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology/Anthropology/SociWrk

#### ANT 204 - Cultural Anthropology

**Description:** Explores cultures holistically in preindustrial and non-Western and Western societies. Topics include: ecology and environment, economic organization, kinship and marriage patterns, political organization, social structure, religious organization, rituals, ideas, values and world view. Other topics are culture contact, technological development, and culture change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI, GLNW

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology/Anthropology/SociWrk

#### ANT 206 - Introduction to Archaeology

**Description:** The course introduces the methods and techniques used by archaeologists to understand the past, while exploring ancient cultures across the world, and including current cultural heritage management and preservation issues.

SUNY GEN ED- GOWC, GSBS; NCC GEN

ED: GLNW, PLDI; SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology/Anthropology/SociWrk

#### ANT 207 - From Chiefdoms to Kingdoms

**Description:** Tens of thousands of years ago people began to create permanent settlements resulting in major biological, environmental and cultural changes that still resonate around the world. Students will examine the evidence and apply anthropological research methods, concepts and theories to explore the causes and consequences of culture change.

SUNY GEN ED- GOWC, GSBS; NCC GEN

ED: GLNW; PLDI; SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology/Anthropology/SociWrk

#### ANT 208 - Anthropology in Action

**Description:** The course explores the application of anthropology in everyday situation in a global society with a focus on topics related to cultural and biological variation. Topics include: application for developing practices suited for business, cultural awareness, innovation, appropriate technology, and the practical use of anthropology for understanding and solving contemporary problems.

SUNY GEN ED: GOWC, GSBS; NCC GEN

ED: GLNW; PLDI; SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology/Anthropology/SociWrk

## Arabic

### ARA

#### ARA 101 - Beginning Arabic I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Arabic

speaking background. Laboratory fee applies.

Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Foreign Languages

#### ARA 102 - Beginning Arabic II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002, ARA 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Foreign Languages

## Art

### ART

#### ART 100 - Introduction to Visual Arts

**Prerequisites:** (Non-majors only) Completion of remedial courses in English and Reading.

**Description:** An introduction to the development of the visual arts emphasizing perception and understanding of painting, sculpture, architecture and design, as well as their relationship to the creative process. This is primarily a lecture course.

SUNY GEN ED-GHUM; NCC GEN ED-FAPA, HUM, WESH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Art

#### ART 102 - Art History (Renaissance)

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Architecture, sculpture and painting in Western Europe from 1300 to 1600. An examination of the styles of the Renaissance and Mannerism in Northern and Southern Europe.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Art

#### ART 103 - Art History (Baroque through Realism)

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Architecture, sculpture and painting in Europe and the Americas from the 17th century through the mid 19th century. SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

**Offered:** *Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 104 - Art History (Contemporary)**

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Art from 1940 to the present, with special attention given to European and American art. A study of the contributions of individual artists and movements, with an examination of the development of new approaches to form and the creative experience.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

**Offered:** *Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Art*

### **ART 105 - Principles of 2-Dimensional Design**

**Description:** Required of art majors. A foundation course in design on a 2-dimensional surface. This course explores the elements of line, shape, value, color, and texture and principles of design and its relationship to composition. Subject and content are components of study as well. Students are introduced to a conceptual and visual vocabulary as art applies to the visual arts. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Art*

### **ART 106 - Principles of 3-Dimensional Design**

**Description:** Required of art majors. A foundation course in design in 3-dimensional space. This course explores the elements of line, form, value, color and texture and their application to fine and applied art. This involves 3-dimensional constructions in such materials as board, plaster, clay, plastics, etc. Average cost for supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 107 - Prepress for Commercial Artists**

**Prerequisites:** ART 133

**Description:** This course introduces the student to the preparation of computer graphics for commercial printing and production. The basics of the prepress including trapping, impositions, halftones, process and spot colors, paper, and proofs using industry standard applications will be explored. Average cost of supplies: \$50. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

**Credit Hours:** 3

**Department:** *Art*

### **ART 108 - Advertising Art**

**Description:** Pre or Concurrent Requisites: ART 130 or permission of the Chairperson. Students are guided through the process of art direction as it applies to the creation of promotional and advertising material. Creative problem solving through the visualization of ideas is applied throughout the various stages of development of thumbnail sketches, roughs, comprehensives and storyboards. Layouts, typography, and illustration are stressed. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 109 - Printmaking I**

**Description:** This mixed-media course introduces the student to the basic fundamentals and concepts of non-toxic printmaking: the development of an image on a particular surface, the transfer of the image to paper, edition printing, and presentation. Media may include photo and digital transfer, relief prints, silkscreen, intaglio, and monoprints. Emphasis is placed on the student's exploration of this creative process to produce and develop exciting prints. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 110 - Printmaking II**

**Prerequisites:** ART 109 or permission of Chairperson.

**Description:** This course offers an opportunity for the advanced study of non-toxic printmaking as explored through traditional and experimental methods in Printmaking I.

Students will develop independent projects and experiment with methods and materials.

By creating personal projects that reflect printmaking's versatility in creating a new form of expression, the student may concentrate more fully on a strong portfolio. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 111 - Drawing I**

**Description:** A basic course that explores the fundamentals of drawing through the development of both technical skills and concepts. The student's understanding of composition through the study of line, value and perspective will develop through direct visual observation and the education of the artist's eye. Students will be encouraged to work with conventional and non-traditional materials and methods. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** *Art*

### **ART 112 - Drawing II**

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** This course is designed to further explore the creative process of drawing.

Students are encouraged to master advanced skills and search for their own individual focus of expression. Each student will be exposed to new approaches, methods and materials to further enhance his or her drawing experience and art portfolio. Average cost of supplies: \$85. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** *Fall, Spring*

**Credit Hours:** 3

**Department:** *Art*

### **ART 113 - Package Design**

**Prerequisites:** ART 137 or permission of Chairperson.

**Description:** Analysis of container design, involving internal surface graphics, for design students who wish to explore functional containers, from egg cartons to compact discs to the box car and paper bag. Emphasis is placed upon functional design and structure. Average cost of supplies: \$150. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 114 - Typography for Graphic Design**

**Prerequisites:** ART 130 or permission of Chairperson.

**Description:** Students are taught to create designs using visual symbols and type to communicate ideas. This course covers designing letterforms, logos, trademarks, stationery, corporate branding and preparing art for presentation, including the use of various digital scanning and printing devices. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 115 - Painting I**

**Description:** An introduction to the techniques, mechanics and composition of painting via personal expression. Average cost of supplies: \$200. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Art*

### **ART 116 - Painting II**

**Prerequisites:** ART 115 or permission of Chairperson.

**Description:** With the skills and understanding of basic painting, Painting II expands material usage and gives further focus on creativity and personal self-expression. Average cost of supplies: \$200. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 117 - Illustration**

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** Communicating ideas with focus and clarity through the use of visual materials. Techniques and materials are introduced to give impact to ideas and professional portfolio quality work. Average cost of supplies: \$140. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 118 - Figure Drawing I**

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** An extensive study of the human figure, its proportions and constructions, as a subject for artistic and personal expression. Average cost of supplies: \$65. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Art*

### **ART 119 - Anatomy and Figure Drawing II**

**Prerequisites:** ART 118 or permission of Chairperson.

**Description:** A continuation of the study of the figure as the subject for artistic expression. Emphasis is on acquiring a sensitivity to subtle anatomical definition. More extensive technical skills are needed for this definition. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 122 - Ceramics I**

**Description:** Tools and techniques of hand-building and potters wheel are used to form pottery and related sculptural construction in clay. Students learn a variety of decorative and glazing techniques and an understanding of the processes related to the firing of clay into ceramic. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Art*

### **ART 123 - Sculpture I**

**Description:** Designing and construction of sculptures from clay, plaster, wood and metal is a means to symbolic expression. The format of lecture/demonstration, planning, building of the sculpture, individual and group critiques, gallery/museum visits assist students in understanding the role of the artist and the creative process. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 124 - History of Photography**

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** A survey course in the history of photography, emphasizing aesthetics, socio-cultural history, and technical advances in the field. Major photographers and trends will be analyzed.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 126 - Introduction to Studio Arts**

**Description:** An introductory course for non art majors that includes a variety of studio arts. They are explored with historical context and emphasis on developing an awareness of materials and processes, sensitivity to design, as well as a creative approach. Average cost of supplies \$150. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 129 - Gallery Survey**

**Description:** This course introduces students to the diversified operation of today's art gallery/museum. Regular visits to galleries/museums are required. This course also provides insight into exhibition preparation and installation including behind-the-scenes investigation into planning, art conversation, education goals, curatorial responsibilities, and funding. Students are responsible for transportation and admission fees.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Summer*

*Credit Hours: 3*

*Department: Art*

### **ART 130 - Graphic Design I**

**Description:** Hands-on experience with industry standard software used to create commercial and fine art images. Topics include basic design principles, grid structure and typography used in the development of charts, trademark design, landscapes, interiors, portraits, scanning images, and print design. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Art*

**ART 131 - Digital Imaging**

**Prerequisites:** ART 130 or permission of Chairperson.

**Description:** Hands-on course in Adobe Photoshop, the most widely used application in digital imaging and photography. Topics include: image creation and scanning, painting, editing and retouching, image manipulation and resizing, color correction, conversions, layers, filters and image output. Cost of supplies: \$100. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 133 - Graphic Design III**

**Prerequisites:** ART 131 and ART 140

**Description:** Hands-on experience with desktop publishing and computer hardware and software used to create professionally designed publications. Topics include word processing, page layout, creating and scanning images, typography, and print production. Average cost of supplies: \$150. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 137 - Computer Illustration**

**Prerequisites:** ART 130.

**Description:** Adobe Illustrator on the Macintosh is used as a tool for creative expression in the use of illustration techniques to communicate ideas. Technical requirements for printing are also emphasized. Average cost of supplies: \$100. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 138 - 3D & Video I**

**Prerequisites:** ART 130.

**Description:** Hands-on course in creating and composing complete 3D computer generated imagery (CGI). Topics include: NURBS (non-uniform rational B-spline) and polygonal modeling, texturing, lighting, camera positioning and rendering. Average cost of supplies: \$100. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 139 - Web Animation and Interactivity**

**Prerequisites:** ART 131 and ART 137.

**Description:** Advanced animation techniques for web-oriented interactive design using popular vector-based multimedia authoring software in concert with a variety of computer-generated imagery (CGI) and design applications. Students will learn skills required for creating a complete animated and interactive web site in a single software environment. Average cost of supplies: \$200. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 3

**Department:** Art

**ART 140 - Graphic Design II**

**Prerequisites:** ART 130 or Permission of Chairperson

**Description:** Concurrent Requisite: ART 105. Using computers as tools for research and composition, students will survey the global history of visual communications as well as the ways visual elements are used to construct and convey meaning. Historical, cultural, social and technological developments and their impact on the field of graphic design will be studied. An interactive environment for the study of the development and the practical applications of visual imagery will be promoted. Cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 142 - Art Internship**

**Prerequisites:** Permission of the instructor and a minimum of 9 art credits.

**Description:** Supervised placement of the student in an artist's studio, gallery position or other setting appropriate to student's area of art study, to enable the student to gain work experience that enriches the theoretical concepts developed in the classroom. Students may incur additional travel expense. This course may be taken for credit only once. Open to Art majors only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 3

**Department:** Art

**ART 145 - Raku and Pit-Firing**

**Prerequisites:** ART 122 or ART 147.

**Description:** This ceramics course will introduce the student to basic hand building and Raku and Pit-Firing of ceramic pieces that are formed in class. The student will participate in the rapid-fire technique, the

quick cool down and the reduction of their pieces. Also explored in this course will be various methods of creating decorative surfaces. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall

**Credit Hours:** 3

**Department:** Art

**ART 147 - Potter's Wheel**

**Description:** The potter's wheel will be the tool we will be using to make our projects. We will explore various expressive, tactile and intellectual possibilities that are available through the use of this medium. Also explored: a variety of glazing techniques and processes related to firing of clay. Historical references will contribute to students' development of critical thinking skills and creative problem solving. Average cost of supplies: \$125. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 159 - Photography I**

**Description:** A basic foundation in the techniques and aesthetics of photography with emphasis on the camera, digital darkroom and portfolio preparation. A dSLR (digital) camera capable of manual operation to be provided by the student. Average cost of supplies: \$225 (does not include dSLR camera). Laboratory fee applies. Students who have completed ART 125 will not receive credit for ART 159. SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

**ART 160 - Black and White Darkroom**

**Description:** A traditional black and white photography course utilizing film cameras and traditional darkroom techniques. Emphasis is on creativity, aesthetic considerations and the development of a personal photographic vision through class assignments, individual photographic projects, and portfolio development. Students to provide a 35-mm manually operated camera. Average cost of supplies: \$275. Laboratory fee applies. Students who have completed ART 225 will not receive credit for ART 160.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring



*Credit Hours: 3*

*Department: Art*

### **ART 201 - Survey of Art History I**

**Prerequisites:** Completion of remedial courses of English and Reading.

**Description:** The development of architecture, painting and sculpture from their origins in Prehistory through the cultures of Ancient Egypt, the Middle East, Greece, Rome, and in Western Europe, from the time of Constantine to the end of the Middle Ages.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Art*

### **ART 202 - Survey of Art History II**

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** The development of painting, sculpture, and architecture from the Renaissance to the twentieth century. This course explores the history of Western art from both contextual and formal art historical perspectives.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Art*

### **ART 203 - Art Beyond the West**

**Prerequisites:** Completion of remedial English and Reading is required.

**Description:** This course is a survey of selected historical topics drawn from the following non-western cultures: India, China, Southeast Asia, Japan, Oceania, Africa, Pre-Columbian Americas. Representative works of painting, sculpture, crafts, and architecture from selected cultures will be examined in the context of the religious, social, economic, and/or political forces that shaped them.

SUNY GEN ED-n/a; NCC GEN ED-HUM, GLNW

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 222 - Ceramics II**

**Prerequisites:** ART 122 or ART 147.

**Description:** Build upon prior hand building and/or potter's wheel techniques as a means to creating pottery or related sculptural constructions in clay. Glaze formulation and experience with operation of gas and electric kilns. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 223 - Sculpture II**

**Prerequisites:** ART 123 or permission of Chairperson.

**Description:** Students build on skills, techniques and knowledge acquired in Sculpture I. They are encouraged to develop individual ideas into sculptural compositions and acquire related skills to verbally assess both the emerging work and the completed sculpture. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 226 - Experimental Photography**

**Prerequisites:** ART 159 and ART 160.

**Description:** Advanced photographic and darkroom techniques and manipulative effects including black and white, color and digital photographic processes. Emphasis will be on creative expression and interpretation of ideas through alternative and experimental techniques. Students to provide their own cameras. Average cost of supplies: \$225. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 227 - Studio Photography**

**Prerequisites:** ART 159

**Description:** This course offers students a broad foundation in studio photography with an emphasis in portraiture and still life. Students will have the opportunity to use multiple professional lighting technologies and photographic formats including electronic flash systems, quartz halogen and tungsten as well as medium format digital capture. All camera formats from 35mm - 4" x 5" may be used. Strong emphasis will be placed on project development, critical thinking and problem solving techniques. Average cost of supplies: \$275. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 228 - Documentary Photography**

**Prerequisites:** ART 159

**Description:** This course introduces students to the development and production of short and long term documentary projects. Through a mix of still photography and media based production students engage with current events, cultural trends and historical perspectives while addressing the most effective story telling techniques. Included in as overview of the techniques and styles, history and ethics of the practice and application of a documentary photography. Average cost of supplies: \$275. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 229 - View Camera**

**Prerequisites:** ART 159 and ART 160.

**Description:** This intermediate level course offers students a broad and immersive experience with large format photography. Students will use 4" x 5" Field and View cameras as a means to explore camera movements, exposure, sheet film development, gelatin-silver printing, high end digital scanning and advanced inkjet printing techniques. Strong emphasis will be placed on project development, critical thinking and problem solving techniques. Cameras will be provided for student use. Average cost: \$350. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Art*

### **ART 230 - Digital Photography II**

**Prerequisites:** ART 159.

**Description:** This course builds upon the principles and techniques covered in Digital Photography I by incorporating the application of color as an aesthetic and thematic consideration. Adobe Lightroom, Adobe Photoshop and basic calibration techniques from the foundation from which students explore their photographic production. Average cost of supplies: \$225. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Art*

### **ART 231 - Digital Photography III**

**Prerequisites:** ART 230

**Description:** This course builds upon the principles and techniques covered in Digital Photography II and will provide students with a strong foundation in digital printing techniques. Emphasis will be placed on critical thinking skills and project development as they are informed by advancements and techniques in photographic imaging. Topics include: image editing software, color management, profile creation and workflow techniques as they relate to specific output processes. Average cost of materials: \$350. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 237 - Digital Video and Special Effects**

**Prerequisites:** ART 130

**Description:** Hands on course in digital video and special effects using live video footage and computer-generated imagery (CGI). Topics include: digitizing video, editing, creating titles, compositing and visual effects. Traditional concepts such as storyboarding, lighting and camera work will also be covered. Students will create finished commercial or creative video shorts and learn how to present these on the World Wide Web or DVD. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 238 - 3D & Video II**

**Prerequisites:** Minimum grade of "C" in ART 138.

**Description:** Hands-on course in 3D computer Animation. Topics include: animated logos, motion paths, camera movement, particle systems, simulated physics and character rigging. Students will learn about scripting, storyboarding, recording animations and integrating computer-generated imagery (CGI) with other applications. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 239 - Web Design I**

**Prerequisites:** ART 130, ART 131, ART 137 and ART 140 or Permission of Chairperson.

**Description:** This course will investigate the application of interactive design, composition and narrative for the purpose of creating websites. Students will conceptualize and produce web pages using popular web authoring software. Emphasis will be on the integration of various visual and narrative elements into a rich user experience. Average cost of supplies: \$100. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 240 - Portfolio Workshop**

**Prerequisites:** ART 133 and ART 239 or Permission of the Instructor, for Art Majors Only. Must be taken in the last semester.

**Description:** Research, creation and completion of a professionally relevant major project in a chosen medium (print portfolio, computer animation or an interactive multimedia program). Average cost of supplies: \$250. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 249 - Web Design II**

**Prerequisites:** ART 239.

**Description:** This course will focus on creativity in digital and multimedia art using advanced techniques and authoring tools to create professional animations, websites, and games. There will be a strong emphasis on typography, graphics, animation, special effects, sound and video to create dynamic and user-friendly interface design for a large target audience. Average cost of supplies: \$100. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 295 - Independent Study-Art**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a Formerly known as Art 699. Students who have completed ART 699 will not receive credit for ART 295.

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ASL 152 - American Sign Language I**

**Prerequisites:** Students must have satisfied all ENG and RDG 001 remediation requirements prior to starting the course.

**Description:** An introduction to American Sign Language, the natural language of the Deaf community in the United States and Canada. Focuses on conversation, fingerspelling, basic rules of grammar and customs, traditions and history of the deaf community. Laboratory component and attendance at Deaf community events required. SUNY GEN ED-GFOL, GHUM; HUM; NCC GEN ED-n/a  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

**ASL 153 - American Sign Language II**

**Prerequisites:** ASL152 and must have satisfied all ENG and RDG 001 remediation requirements prior to starting the course.

**Description:** Continuation of basic American Sign Language and Deaf culture, with opportunities to build receptive and expressive sign vocabulary, phrases and conversational skills; use of Non-Manual Markers; continued fingerspelling practice. Laboratory component and attendance at Deaf community events required. SUNY GEN ED-GFOL, GHUM; HUM; NCC GEN ED-n/a  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

**ASL**

**ASL 252 - American Sign Language III**

**Prerequisites:** ASL 153 or permission of instructor. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A continuation of American Sign Language II, expanding the emphasis on ASL grammar and vocabulary development and Deaf culture. Dialogues, short stories, narratives and short conversations, both receptive and expressive, will be featured throughout the course. Laboratory component and attendance at Deaf community events required.

SUNY GEN ED-GFOL, GHUM; HUM; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Communications

**ASL 253 - American Sign Language IV**

**Prerequisites:** ASL 252 or permission of the instructor. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An advanced course in American Sign Language (ASL) designed to provide interactive opportunities for students to continue development of their knowledge of vocabulary, grammatical features, conversational and narrative skills. Laboratory component and attendance at Deaf community events required.

SUNY GEN ED-GFOL, GHUM; HUM; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Communications

# Astronomy

**AST****AST 101 - Exploring the Solar System**

**Description:** The historical development of the physical laws and theories basic to the study of the solar system is studied. Physical characteristics of the earth, moon, planets and sun are discussed including findings of unmanned planetary exploration. Students are required to attend at least two evening observation sessions during the semester. Students gain a working knowledge of the operation of a telescope. (3 lecture, 3 laboratory hours) Lab fee applies. Note: A special Hybrid section of Solar System Astronomy may be offered each semester. This distance-learning course uses the internet, computers and other electronic media to complete the course assignments. Therefore, students must have access to a computer.

Students will occasionally meet with the instructor on campus to perform laboratory experiments and take exams. Lab fee applies. Formerly SCI 105. Students who have completed SCI 105 will not receive credit for AST 101.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

**AST 102 - Discovering Stars and Galaxies**

**Description:** The student is introduced to the historical development of theories basic to understanding the concepts of the universe beyond the solar system and studies the evolution of stars and galaxies in terms of observations. Included are discussions of quasars, pulsars, black holes and the Big Bang Theory. Students are required to attend at least two evening observation sessions during the semester. (3 lecture, 3 laboratory hours) Lab fee applies. Formerly SCI 106. Students who have completed SCI 106 will not receive credit for AST 102.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

# Biology

**BIO****BIO 101 - Introduction to College Biology I**

**Description:** Life processes are studied to develop an understanding of structures and functions of organisms. Major topics include the scientific method, cell structure and function, and a survey of human anatomy and physiology. Laboratory includes the dissection of a typical vertebrate. When paired with BIO 102 Introduction to College Biology II, these two courses provide two semesters in introductory biology with laboratory components for the non-science major. Note: Prior to Fall 2018, this course was entitled "General Biology I" (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 102 - Introduction to College Biology II**

**Description:** A survey course which explores the basic biological principles of reproduction and development, classical and molecular

genetics, evolution, behavior and ecology. The diversity of life is examined in the laboratory as well as through field trip experiences. When paired with BIO 101 Introduction to College Biology I, these provide two semesters in laboratory science for the non-science major. Note: Prior to Fall 2018, this course was entitled "General Biology II" (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 103 - Ecology**

**Description:** A study of the relationships between the living and non-living components of the biosphere. The student examines dynamics and complexities of ecosystems, communities and populations of organisms. An examination of human impact and value systems upon ecosystems is considered throughout the course. Field work is undertaken when applicable. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 104 - Zoology**

**Description:** A survey of the structure, physiology, adaptations, and life cycles of animals. Laboratory includes a study of microscopic forms, dissection of more advanced invertebrates, and selected vertebrates including frog, fetal pig, and perch. Field trip identification of local fauna is included as one of the course objectives. Course fulfills one semester of a laboratory science for students who have interest in or desire to pursue studies in zoology, wildlife, marine biology, and ecology. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 109 - General Biology I**

**Prerequisites:** High school biology, high school chemistry (or equivalent, such as CHE 107), successful completion of all remedial English, reading, and math requirements.

**Description:** This is the first course in the BIO 109 - BIO 110 sequence. This sequence is intended for students majoring in the sciences, including the health sciences, and secondary science education. These courses cover the basic concepts of biology that are derived from the study of living things. In the first semester,

emphasis is placed upon the molecular and cellular levels of life. Topics such as cell structure, metabolism, molecular genetics, cell division and control mechanisms are discussed. The second semester deals with life on organism through the ecosystem levels. Plant and animal systems are examined in the context of their role in evolution and the environment. The diversity of life is examined in the laboratory as well as through field trip experiences. The laboratory includes a dissection of more advanced invertebrates and selected vertebrates. Note: Prior to Fall 2018, this course was entitled Principles of Biology I". (3 lecture, 3 laboratory hours) Laboratory fee applies to each course.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Fall, Spring, Summer**

**Credit Hours: 4**

**Department: Biology**

### **BIO 110 - General Biology II**

**Prerequisites:** BIO 109.

**Description:** This is the second course in the BIO 109 - BIO 110 sequence. This sequence is intended for students majoring in the sciences, including the health sciences, and secondary science education. These courses cover the basic concepts of biology that are derived from the study of living things. In the first semester, emphasis is placed upon the molecular and cellular levels of life. Topics such as cell structure, metabolism, molecular genetics, cell division and control mechanisms are discussed. The second semester deals with life on the organism through the ecosystem levels. Plant and animal systems are examined in the context of their role in evolution and the environment. The diversity of life is examined in the laboratory as well as through field trip experiences. The laboratory includes a dissection of more advanced invertebrates and selected vertebrates. Note: Prior to Fall 2018, this course was entitled "Principles of Biology II". (3 lecture, 3 laboratory hours) Laboratory fee applies to each course.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Fall, Spring, Summer**

**Credit Hours: 4**

**Department: Biology**

### **BIO 115 - Human BioNutrition**

**Description:** (Formerly BIO 111 / BIO 112) Nutrition is explored as an emerging science that combines biology and chemistry into an exciting field of specialization. This course is designed to explore the physiological mechanisms of nutrient metabolism and their interactions on human cellular biology. The characteristics and functions of nutrient groups are studied in their relation to their biological requirements and proper balance. Special

attention is given to the relationship between an unbalanced diet, an altered metabolism and the disease process. Also considered are the unique biological features of each of the stages of life and their effect on nutrient requirements. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Fall, Spring, Summer**

**Credit Hours: 4**

**Department: Biology**

### **BIO 116 - Human Genetics**

**Description:** (Formerly BIO 105 / BIO 106) Human Genetics examines the basic concepts of DNA and normal and abnormal gene function in human development and life. A point of emphasis is the relationship between genetic material and environmental impacts, including radiation, chemicals and viral infection. Genetic engineering, birth defects, DNA fingerprinting, gene therapy, cancer and the human problems associated with these subjects are discussed. Laboratory exercises involve work with living organisms. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Fall, Spring, Summer**

**Credit Hours: 4**

**Department: Biology**

### **BIO 118 - On Becoming Human**

**Description:** (Formerly BIO 113 / BIO 114) A biological examination of what it means to become a human. The course traces the development of human form and function from conception to birth through lectures, discussions and laboratory experiences on human genetics, reproduction, development, and birth. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Spring**

**Credit Hours: 4**

**Department: Biology**

### **BIO 119 - Oceanology**

**Description:** (Dual listed with GLY 106) The course is designed as an overview of the structure, origin, and evolution of the world's oceans. Investigations will include analysis of abiotic factors such as sediments, coastlines, water properties, and movement. Students will take a close look at general water circulation, tides, currents, waves, and the effects of weather and climate. Further investigations will focus on biotic factors such as marine organisms, food chains, resources, and man's relationship to the sea. Note: This is a three-credit course and does not fulfill the laboratory science requirement needed for graduation.

There will be no waivers issued under any circumstances. (3 lecture hours)  
SUNY GEN ED-GLAB; NCC GEN ED-NSCI  
**Offered: Fall, Spring, Summer**

**Credit Hours: 3**

**Department: Biology**

### **BIO 120 - Birds and the Environment**

**Prerequisites:** One semester of college biology or permission of the Department.

**Description:** The anatomy, physiology, and behavior of birds will be studied in context of their environments. Classification and evolution of birds are also discussed. Laboratory exercises involve dissection, field trips, and individual investigative projects involving data collection and analysis. Field trips include representative Long Island habitats: marine, fresh water, woods, and fields. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Summer**

**Credit Hours: 4**

**Department: Biology**

### **BIO 121 - A Survey of Mammals**

**Description:** The course introduces students to the biology of mammals. The characteristics of mammals, how they evolved and their phylogenetic relationships are examined. A survey of the living mammalian orders, their features, life history characteristics, physiological and behavioral specializations, and habitat and ecological significance is discussed. Field trips are a required portion of the course.

SUNY GEN ED-n/a; NCC GEN ED-NSCI  
**Offered: Spring**

**Credit Hours: 3**

**Department: Biology**

### **BIO 124 - Plants and Society**

**Description:** This course surveys the various groups of plants, their structures and functions, their ecology and economic importance. Students will apply botanical concepts to understand the greenhouse effect, organic gardening, transgenic plants, medicinal uses of plants, and conservation of natural resources. The Laboratory component requires students to perform research and participate in ongoing investigative projects by using the scientific processes to construct hypotheses, design experiments, evaluate data, and draw conclusions. (3 lecture, 3 laboratory hours - including field trips) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered: Fall, Summer**

**Credit Hours: 4**

**Department: Biology**

**BIO 125 - Introduction to Marine Science**

**Description:** An introductory level course dealing with Marine Science. It provides a framework for illustrating biological principles and processes. Aspects taught include ecology, diversity of plants and animals, marine communities and habits, and current issues and topics related to human intervention. Laboratory emphasis is on observation, sampling, and studies of marine animals and plant communities. Field trips are a required portion of the course. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Biology

**BIO 130 - Molecules & Medicines**

**Description:** The course includes basic chemistry, history of healing plants, medicinally active ingredients of plants, and modes of action of traditional and modern medicines on the human physiology. The laboratory component requires students to perform research, test common myths using the scientific processes, analyze data, and participate in other investigative exercises. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** On Occasion

**Credit Hours:** 4

**Department:** Biology

**BIO 131 - Pathophysiology**

**Prerequisites:** AHS 131 and AHS 132

**Description:** The course is designed to familiarize students with a host of clinical diseases and their signs, symptoms, risk factors, and treatments. Case studies will be used throughout the course: including use of Internet information from national disease websites. Students will also be required to demonstrate their knowledge of human anatomy.

SUNY GEN ED-n/a; NCC GEN ED-NSCI

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Biology

**BIO 162 - Animal Ecology**

**Prerequisites:** High School biology or similar course experience.

**Description:** The fundamental principles of ecology are presented through habitat explorations. Patterns of animal behavior (ethology) along with the physical specializations adapting wildlife to their habitats are emphasized. Working with locally

found living vertebrate and invertebrate species students will produce photo-essay investigations of assigned wildlife topics. Students must have a camera and are responsible for their own transportation to, from and around field sites. (3 lecture, 3 laboratory hours for 7 1/2 weeks. This is a half semester course that may be taken in sequence with BIO 165 for 4 credits.) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 2

**Department:** Biology

**BIO 165 - Natural History of Long Island**

**Prerequisites:** High School biology or similar course experience.

**Description:** The course aims at expanding the student's knowledge about Long island's ecological diversity. During field trips students will investigate the factors affecting the preservation of several natural ecosystems in proximity to the College. Critical thinking skills, class discussions and natural science methodology will be combined for the production of photo-essays exploring Long Island's plant and animal communities.

The impact of commercial development on ecological balance, and items in local news, provide the themes for class projects. Students must have a camera and are responsible for their own transportation to, from and around field sites. (3 lecture, 3 laboratory hours for 7 1/2 weeks. This is a half semester course that may be taken in sequence with BIO 162 for 4 credits). High school biology or similar experience recommended. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 2

**Department:** Biology

**BIO 200 - Experimental Research Methods**

**Prerequisites:** Completion of all English, reading, math remediation courses and a Natural or Physical Science sequence: AHS131 and AHS132 or, BIO109 and BIO110 or, CHE151 and CHE152 or, PHY101 and PHY102 or, PHY151 and PHY 152.

**Description:** (Dual listed with SCI 200) This course introduces processes involved in completing the scientific method during experimentation and presentation of related research findings. Students will review theories and facts using prior works and identify literature which leads to further questioning and modification of original ideas. Students will explore the fundamentals of

planning research experimentation including time management, theoretical frameworks, and logic of inquiry. Students will learn scientific thinking and writing skills necessary to communicate research findings. The course will also examine effective measures for presenting learned information (either via literature review or experimentation) including abstract writing, verbal presentations and written representations of works as a publishable work, thesis, or dissertation.

It will also examine safety guidelines and ethical standards. Laboratory work will include explorations into the scientific method, experimental design and data collection. With an emphasis on applied learning, students will conduct research in the area of their choosing.

NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 201 - Anatomy**

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 with a grade of C or better in each course, or permission of the Department.

**Description:** This course is an exploration of the intricate structure of the human body. The student studies the various tissues, organs, and systems which function together to maintain life. The laboratory includes dissection of a representative mammal - the cat. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

**Offered:** Fall, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 202 - Physiology**

**Prerequisites:** BIO 201 with a grade of C or better, or permission of the Department.

**Description:** A study of the normal functions of the human organism. The student surveys the various systems of the body, their activities and interrelationships. Much of the laboratory work involves measurement of human body functions. Combined with BIO 201, this course is an excellent introduction to anatomy and physiology. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEB ED-GLAB; NCC GEN ED-LSCI

**Offered:** Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 203 - Oceanography**

**Prerequisites:** A one year college level science course or permission of the Department.

**Description:** An introduction to the interactions of the chemical, geological,

physical, and biological processes of the marine environment. Laboratory emphasis on observation, sampling techniques and analytical procedures. Field trips are a required portion of course. (3 lecture, 3 laboratory hours, including field trips) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: On Occasion*

*Credit Hours: 4*

*Department: Biology*

### **BIO 204 - Marine Biology**

**Prerequisites:** Need either BIO 101, BIO 102, BIO 103, BIO 104, BIO 109, BIO 110, BIO 115, BIO 116, BIO 118, BIO 119, BIO 120, BIO 124, BIO 130, BIO 131, BIO 162, BIO 165, BIO 203; CHE 107, CHE 108, CHE 131, CHE 132, CHE 135; SCI 101, SCI 102, SCI 108, SCI 109, SCI 110, SCI 120 or permission of the Department.

**Description:** This course provides an introduction to the plant and animal communities inhabiting shallow and deep North Atlantic marine waters. Emphasis is placed on diversity of adaptations for interaction with the varied salt water environments. Field trips are a required portion of course. (3 lecture, 3 laboratory hours, including field trips) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Summer*

*Credit Hours: 4*

*Department: Biology*

### **BIO 209 - Principles of Nutritional Science**

**Prerequisites:** BIO 109 and BIO 110 Reco

**Description:** Prerequisites: BIO 109 and BIO 110

Recommended for science majors, the course includes such topics as the digestion, absorption, and function of nutrients. Regulatory mechanisms that influence the requirements and metabolism of nutrients are considered.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
*Offered: On Occasion*

*Credit Hours: 4*

*Department: Biology*

### **BIO 210 - Current Concepts in Nutritional Science**

**Prerequisites:** BIO 109 and BIO 110 (maybe co-requisite) or AHS 131 and AHS132 (maybe co-requisite) or permission of the Department

**Description:** This course examines nutritional physiology and pathophysiology. Topics explored include the effects of nutrients on metabolism at the molecular, cellular, and systemic levels, including special metabolic

needs during growth, reproduction, stress, and senescence, as well as, current theories and controversies in the field of nutritional science. Students will critically analyze and evaluate nutritional research, identifying trends and the influence they have on health promotion and disease prevention. As of Fall 2017 students who have completed BIO226 will not receive credit for BIO210.

SUNY GEN ED-n/a; NCC GEN ED-NSCI  
*Offered: On Occasion*

*Credit Hours: 3*

*Department: Biology*

### **BIO 211 - Developmental Biology**

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 or permission of the Department.

**Description:** This course explores the molecular, cellular and genetic processes of invertebrate and vertebrate development from fertilized egg to multicellular organism. The evolution of developmental mechanisms will also be discussed. A comparative study of invertebrate and vertebrate embryos will be included in the laboratory. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Spring*

*Credit Hours: 4*

*Department: Biology*

### **BIO 212 - Comparative Anatomy**

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 or permission of the Department.

**Description:** An intensive course dealing with the anatomy of various vertebrates. Through a study of the present anatomical structures, the evolutionary development of these animals is outlined. Differences and similarities of organ systems from various species are discussed. (3 lecture, 3 laboratory hours) Laboratory fee applies. Generally offered spring.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Spring*

*Credit Hours: 4*

*Department: Biology*

### **BIO 214 - Microbiology**

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** This course examines the morphology, physiology, structure, genetics, and metabolism of microorganisms, including the roles played by microorganisms in medical, environmental, agricultural, and biotechnological sciences. The laboratory deals with the culture and study of microorganisms, the dynamics of microbial growth, and the physiological basis of bacterial identification.

(3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Biology*

### **BIO 215 - Histology**

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** Exploration of the microscopic structure of the human body. An appreciation is developed of the interactions of cells and tissues which result in a harmonious, complex body. Laboratory examination of the structure of cells, tissues, and organs of the body. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: On Occasion*

*Credit Hours: 4*

*Department: Biology*

### **BIO 216 - Parasitology**

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** This course investigates the lives of animal parasites of medical, veterinary and economic importance. The habitats, life cycles, geographic distribution and underlying principles of transmission, diagnosis, treatment and prevention are considered. Through the use of prepared microscope slides and living materials, the student is given the opportunity to view and study a wide variety of parasitic organisms. (3 lecture, 3 laboratory hours)

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
*Offered: Fall*

*Credit Hours: 4*

*Department: Biology*

### **BIO 219 - Field Biology**

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** A habitat approach involving field trips is used for the investigation of the interactions of living organisms with their physical and biological environments. Emphasis is given to population dynamics and the interactions among organisms that determine the structure, function, and evolutionary development of biological communities. Studies are carried out in specific habitats such as bog, marsh, forest, field, and estuary. Specially marked sections of this course may be run at offsite locations or abroad. Students are responsible for their own transportation to, from and around field sites. (3 lecture, 3 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

*Offered: On Occasion*

*Credit Hours: 4*

*Department: Biology*

### **BIO 221 - Transmission Electron Microscopy**

**Prerequisites:** BIO 109 - BIO 110, CHE 151 - CHE 152 or equivalent, or permission of the Department.

**Description:** An introduction to the basic principles of transmission electron microscopy including tissue preparation, microscope (TEM) operation, black and white photography, and micrograph interpretation. The entire laboratory is devoted to the development of skills and preparative techniques involved with the operation of an actual transmission electron microscope. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

*Offered: Fall*

*Credit Hours: 4*

*Department: Biology*

### **BIO 222 - Scanning Electron Microscopy**

**Prerequisites:** BIO 221 or permission of the Department.

**Description:** An introduction to the theoretical and practical concepts of biological scanning electron microscopy (SEM). Topics studied include SEM optical principles, preparative techniques, SEM photographic techniques, SEM micrograph analysis. Through hands-on SEM operation, students will produce a portfolio of micrographs of a variety of biological samples. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

*Offered: Spring*

*Credit Hours: 4*

*Department: Biology*

### **BIO 226 - Investigations in Human BioNutrition**

**Prerequisites:** BIO 101 or BIO 115 or permission of the Department

**Description:** This course explores current theories and controversies in the field of nutritional science. Students will evaluate research trends and critically analyze the influence of nutrition on health promotion and disease prevention. Beginning Fall 2017 students who have completed BIO 210 will not receive credit for BIO 226.

SUNY GEN ED-n/a; NCC GEN ED-NSCI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Biology*

### **BIO 231 - Biotechnology: Recombinant DNA Science**

**Prerequisites:** BIO 109, BIO 110, MAT 109 or higher, CHE 151 or higher or permission of the Department.

**Description:** An investigation of DNA, the molecule of the gene, and recombinant DNA technology (genetic engineering). The student will explore the Central Dogma of gene structure and function; gene regulation in embryology and in cancer development. Applications of biotechnology to human genetics, forensics, gene cloning, agriculture, medicine and industry are included. Through hands-on biotechnology laboratories, students will perform fundamental modern recombinant DNA techniques, including bacterial transformation, restriction enzyme analysis and polymerase chain reaction. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

*Offered: On Occasion*

*Credit Hours: 4*

*Department: Biology*

### **BIO 295 - Independent Study-Biology**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly BIO 699. Students who have completed BIO 699 will not receive credit for BIO 295.

*Credit Hours: 3*

*Department: Biology*

## **Business**

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### **BUS**

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#### **BUS 100 - Creative Problem Solving in Business**

**Description:** This course will assist students in developing the skills required for success in business and in upper-level coursework. Various forms of active learning techniques will be employed to develop and improve those skills viewed by the business community as essential for success in the workplace. These skills include the ability to communicate effectively, work in teams/groups to solve business problems, research information, and think creatively and critically in solving business problems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

#### **BUS 109 - Introduction to Corporate Business**

**Description:** The course is an introduction to the role of corporate business as a primary source of goods, services, employment, and income. It provides beginning business students and non-business majors with an understanding of the basic scope of corporate business and its relationship to government and society. Students will have a "hands-on" corporate experience to learn the operations and activities of a major corporation as an additional component to the course.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

#### **BUS 110 - Introduction to Business**

**Description:** An introduction to the role of business in American life as a primary source of goods, services, employment and income. The course provides the beginning business student and the non-business student with an understanding of the basic nature and scope of business and its relation to government and all members of society. Students examine the operation and activities of large and small enterprises and the interrelationship of the various specialized fields of business.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

#### **BUS 111 - Entrepreneurship**

**Description:** An introduction to the management of small business. The course covers the role of small business in the economy, and is designed both for those interested in establishing businesses as well as those who have already established them.

Emphasis is placed on development of a managerial philosophy for entrepreneurs, managers, and potential managers. Course work includes operational techniques, legal and environmental relationships, and analysis of the risks and rewards of managing or owning small enterprises.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

#### **BUS 112 - Principles of Management**

**Description:** An examination of the character and structure of modern business organizations; how individuals and groups within these organizations conduct themselves as they strive for personal and enterprise goals. Topics covered include planning, organizing, directing and controlling functions of managers; human relations and motivation; financial and non-economic considerations

which provide the basis of decision making. Students are involved in experiencing a combination of textbook theory and current business practices through problem solving techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 114 - Introduction to International Business**

**Description:** An introduction to the challenges and problems faced by American firms in conducting business in world markets. The course will expose students to the concepts and principles dealing with world trade, foreign environments, global operations and the necessary global managerial skills required for success in such activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 116 - Business Internship**

**Prerequisites:** Permission of Department Chairperson.

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 118 - Franchising Management**

**Description:** This course is designed for students who are interested in starting and managing a franchise business, either as a franchisee or as a franchisor. Attention is placed on the characteristics of the franchisor and franchisee; evaluation of franchising opportunities; raising of resources; legal concerns of franchising; and the development of appropriate strategies and the successful planning, implementation and launching of a new business.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 120 - Management in Health Systems**

**Prerequisites:** None.

**Description:** An overview of the challenges and issues facing business professionals in the area of health care management. This course will introduce students to issues such as effective healthcare management,

health systems and health care services and organizations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 140 - Human Resource Management**

**Description:** Principles of effective human resource administration are discussed in this course. Topics include the human resources department and its objectives, management-labor relations with special references to elements affecting recruitment, selection, training, evaluation and compensation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 150 - Organizational Behavior**

**Description:** An introductory course that will provide future managers with basic information about employees and their behavior within the context of a business environment. Topics include motivation, communication, decision making, group behavior, team development, conflict, change, empowerment, leadership styles, power, authority, work design, performance appraisal and reward systems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 180 - Sport Facility Management**

**Description:** An overview of the challenges and issues facing sport facility managers. The course will introduce students to issues such as introduction to sport facility management, facility management, facility systems and operations, facility administration and event and activity management.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 280 - Introduction to Sports Management**

**Description:** An overview of the structure of the sports industry, as well as issues facing sports organizations. Emphasis on how management techniques can be applied to solve sports business problems. Discussion of sports management career opportunities will be included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 288 - Co-op Partnership with Industry**

**Prerequisites:** Completion of remedial and/or ESL courses are required. In addition, students must have completed a minimum of 12 credits and be in good academic standing prior to the commencement of the course or obtain permission of the chairperson. Students who are not department majors must be recommended by an instructor and obtain the permission of the department chairperson.

**Description:** The course provides supervised, practical, paid, full-time experience at institutions that offer students opportunities to which they apply concepts learned in the classroom. Written reports demonstrating the understanding of theories and their applications are an integral part of the curriculum. Travel and living expenses may be incurred contingent upon placement. Formerly BUS 600. Students who have completed BUS 600 will not receive credit for BUS 288.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 6*

*Department: Accounting and Business Admin*

### **BUS 289 - Adv International Business**

**Description:** An examination of the distinctive management challenges and opportunities of companies operating in more than one country. The course provides an overview of the growing role of business with its political, legal, cultural and economic influences on the rapidly changing international scene. Students are involved in independent research after visits to multinational companies, foreign banking systems, government controlled businesses, and foreign financial and economic centers. Special expenses for students include airfare to and from foreign countries, food, lodging, taxes and transfers for approximately two weeks. Not offered every semester. Formerly BUS 800. Students who have completed BUS 800 will not receive credit for BUS 289.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Accounting and Business Admin*

### **BUS 295 - Independent Study-Business**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly BUS 699. Students who have completed BUS 699 will not receive credit for BUS 295.

*Credit Hours: 3*

*Department: Accounting and Business Admin*



# Civil Engineering Technology

## CET

### CET 101 - Residential Construction Methods

**Description:** Students learn the types and organization of construction projects. Content includes the materials used in construction: concrete, steel, masonry, and wood; interior finishes, plumbing and electrical systems related to construction; methods of testing, excavation, foundation construction and superstructure erection. State and local codes, code administration and construction safety are also discussed. Films and individual projects are required. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 103 - Introductory Civil Engineering Technology

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodologies of engineering design. The "design" aspect of the course consists of an introduction to computer integration (as it applies to the engineering profession), graphical techniques, and design oriented problems using analysis software. The objectives of the design section entail the generation of engineering related problems. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 107 - Codes and Construction

**Prerequisites:** Enrollment in the Interior Design or Construction Management program, or permission of Department.

**Description:** Overview of practice and materials of construction, building types and structural framing. Instruction on the development and use of the current New York State Uniform Fire Prevention and Building Code, the 1992 Americans with Disabilities Act and their relation to residential and commercial uses of space. Instruction on fire codes related to materials used in

interior design. (2 lecture, 3 laboratory hours)

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 111 - Structural Drawing I

**Prerequisites:** ENS 105.

**Description:** Drawing of plans and details used in building construction. Development of drafting techniques and standards, using AutoCAD computer drafting software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 150 - Blueprint Reading

**Description:** Introduction to blueprint reading for building construction. Study and interpretation of building plans; architectural, mechanical and electrical. Estimating theory and quantity takeoff. (2 lecture, 2 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 201 - Construction Estimating

**Prerequisites:** CET 101, CET 103 and CET 150.

**Description:** Estimating costs of building construction. Practice in finding required material quantities from drawings. Procedures for estimating labor, material, and equipment costs. Scheduling of construction by CPM (Critical Path Method) including the use of estimating software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 211 - Structural Drawing II

**Prerequisites:** CET 111.

**Description:** Development of data and preparation of drawings used in building construction and civil engineering, using AutoCAD computer drafting software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 218 - Statics of Structure

**Prerequisites:** MAT 109.

**Description:** Resultants and equilibrium of coplanar force systems; trusses and three force members; force systems in space; friction, centroids and moments of inertia of composite areas.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 219 - Mechanics of Materials

**Prerequisites:** CET 218.

**Description:** Stress and strain in elastic bodies when subject to external tensile, compressive, shear and torsion forces. Beam reactions, shears, bending moment diagrams and deflections, by the moment-area method are determined. Column analysis; introduction to indeterminate structure.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 222 - Materials Testing Laboratory

**Corequisites:** CET 219.

**Description:** Determination of physical properties of construction materials. Standard tests used on the American Society of Testing Materials and the American Concrete Institute standards including report writing software. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### CET 223 - Structural Steel Design

**Prerequisites:** CET 219.

**Description:** Analysis of statically determined structures. Design and investigation of structural steel members; columns, beams, trusses, and girders. Bolted, riveted, and welded connections reactions, shear, bending moment and deflection by analytic and graphical methods, including the use of design software. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 225 - Soils and Foundations

**Prerequisites:** CET 219.

**Description:** The course is an introduction to soil mechanics with application to problems encountered in construction and design.

Topics include soil origin and nature, soil properties, field sampling, gradation, compaction, classification, permeability, soil strength. Laboratory experiments include the classification and evaluation of engineering properties of soil for predicting its behavior in accordance with ASTM and AASHTO specifications. The course also covers the structural design of foundations such as retaining walls, grade beams and footings. (3 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 231 - Elementary Surveying**

**Prerequisites:** MAT 109.

**Corequisites:** ENS 105

**Description:** Basic principles of plane surveying. Field practice and office procedures. Use of level, transit, stadia, electronic theodolite and total station. Use of survey computation software for determination of horizontal and vertical controls and areas. Mapping of selected areas. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 232 - Route Surveying**

**Prerequisites:** CET 231.

**Description:** Field and office procedures in layout of highways, railroads, and pipelines. Profile leveling, horizontal and vertical curves and alignment. Mapping, plotting profiles and cross sections. Cut and fill computations. Principles of field astronomy. Computations using defined software. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 240 - Hydraulics**

**Prerequisites:** CET 219 or PHY 101.

**Description:** The course studies fundamental properties and behavior of fluids under static and flow conditions. Topics covered include hydrostatic force, buoyancy, pressure, manometry, continuity and energy equations, laminar and turbulent flow, losses, flow through pipes and open channels, and flow measurements, as well as an introduction to surface water hydrology. The rational method is used to determine peak flows. Laboratory

experiments study the principal physical properties of liquids and major laws of fluid mechanics. (3 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring, Summer*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 250 - Construction Planning and Scheduling**

**Prerequisites:** CET 101, CET 103 or permission of the Department Chairperson.

**Corequisites:** CET 101, CET 103 or permission of the Department Chairperson.

**Description:** Concepts and methods for planning and scheduling of operations and resources on construction projects. Topics include Gantt charts, progress curves, critical path methods and project networking techniques. Extensive use of computer software to aid the student in planning and analysis of scheduling, resource management and updating construction operations. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 252 - Construction Safety**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to occupational safety and health practices in the construction industry. This course provides an overview of U.S. Department of Labor, Occupational Safety and Health 1926 Standards for the construction industry. Course work includes a detailed study of construction safety management. Topics include personal protective equipment, hazardous communications, site safety management, inspection and supervision for erection and demolition of structures.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 254 - Mechanical and Electrical Equipment for Buildings**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to the basic concepts of mechanical systems design and construction for residential and commercial buildings. Systems design and equipment selection is performed for heating, cooling,

plumbing, sanitation, electrical lighting and acoustics. Emphasis is placed on the use of the International Building code and A.S.H.R.A.E Standards.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 256 - Construction Contracts and Specifications**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to building construction contract documents. Student is exposed to contract law, general conditions of the contract and construction specifications using the Construction Specifications Institute Standards. Analysis of owner, designer, and contractor responsibilities under contract.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 2*

*Department: Engineering/Physics/Tech*

### **CET 260 - Construction Project Management**

**Prerequisites:** CET 101, 201 or permission of the Department Chairperson.

**Description:** Corequisites: CET 250 Introduction to methods and techniques of managing construction projects. Construction business organization, contracts, bonding, insurance, construction site supervision, labor law and labor relations. Introduction to computer applications in project administration. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **CET 295 - Independent Study-CET**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly CET 699. Students who have completed CET 699 will not receive credit for CET 295.

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

## **Chemistry**

### **CHE**

#### **CHE 107 - Introduction to Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** Introduction to Chemistry, CHE 107, is a one-semester laboratory course in

basic chemistry. Students are introduced to the fundamental concepts of physics and mathematics that are required to understand chemistry. The course then follows a semi-traditional introduction to chemistry: relative atomic/molecular weights, the mole concept, solution chemistry, stoichiometry, and gas laws. This course satisfies the prerequisite requirements for CHE 151. Note: Before the Fall of 2017 this course was entitled "General Chemistry" (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 108 - Consumer Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** A non-mathematical course in chemistry for non-science students. The course explores the science of chemistry as it relates to modern society. Chemical principles are taught on a "need to know basis" as they are required to explore scientific issues that impact modern society. It satisfies the laboratory requirement for liberal arts. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 109 - Contemporary Topics in Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** This is a three-credit non-laboratory course in chemistry. Topics covered include forensic science, development of pharmaceuticals, actions of drugs in the body, toxicity of chemicals, and green chemistry. This course satisfies the liberal arts requirements for a non-laboratory science course in chemistry. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-NSCI  
*Offered: Spring, Summer*

*Credit Hours: 3*

*Department: Chemistry*

### **CHE 131 - College Chemistry I**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** College Chemistry I is the first course of a two-course sequence. The course covers fundamental principles of modern chemistry including problem-solving techniques. Topics include atomic and molecular structure, chemical nomenclature, stoichiometry, chemical bonding, properties of

gases, liquids and solids, and solutions. One year of high school chemistry and a working knowledge of elementary mathematics including algebra is recommended. Note: This course is not the designated SUNY Seamless Transfer Path Course. Before the Fall of 2017 this course was entitled "General Chemistry I". (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 132 - College Chemistry II**

**Prerequisites:** Completion of College Chemistry I (CHE 131), and all ENG, RDG and MAT remediation requirements.

**Description:** College Chemistry II is the second course of a two-course sequence. This course covers fundamental principles of modern chemistry including problem-solving techniques. Topics include thermochemistry, thermodynamics, kinetics, equilibrium, acid-base theory, solubility products, oxidation-reduction, nuclear chemistry, and organic chemistry. Note: This course is not the designated SUNY Seamless Transfer Path course. Before the Fall 2017 this course was entitled "General Chemistry II" (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 135 - Chemistry for Applied Sciences**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** A one semester laboratory course encompassing basic principles of inorganic, organic and biochemistry with emphasis on their application. Topics include metric/SI systems, energy, basic atomic theory, stoichiometry, gas laws, solutions, pH, buffers, nomenclature and structure of organic compounds, amino acids, proteins, carbohydrates, lipids and metabolism. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 151 - General Chemistry I**

**Prerequisites:** High School Chemistry or CHE 107

**Corequisites:** Pre or co-requisite MAT 111 or equivalent.

**Description:** General Chemistry I is the designated first-semester chemistry course in the SUNY Seamless Transfer Path. This course is recommended for students majoring in science or mathematics, or planning for a career as a physician's assistant or medical doctor. This course is a definitive study of chemistry encompassing modern atomic and molecular theory and periodicity. An in-depth study of physical and chemical behavior of matter, including stoichiometry, gas laws, and solutions. The laboratory work reinforces concepts presented in lecture through the application of the scientific method. Emphasis in the laboratory is placed upon accuracy and precision in the development of qualitative and quantitative techniques. Note: Before the Fall 2017 this course was entitled "Inorganic Chemistry I" (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 152 - General Chemistry II**

**Prerequisites:** CHE 151.

**Description:** General Chemistry II is the designated second-semester chemistry course in the SUNY Seamless Transfer Path. This course is recommended for students majoring in science or mathematics, or planning for a career as a physician's assistant or medical doctor. Topics covered in this course include study of oxidation-reduction reactions, chemical equilibrium, electrochemical cells, thermodynamics, and chemical kinetics. The laboratory emphasizes descriptive chemistry via qualitative analysis, and classical methods of gravimetric, volumetric, and basic instrumental analysis. Note: Before the Fall 2017 this course was entitled "Inorganic Chemistry II". (3 lecture, 5 laboratory hours)

Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Chemistry*

### **CHE 200 - Introductory Organic Chemistry**

**Prerequisites:** CHE 131 or CHE 151 or permission of Chairperson.

**Description:** CHE 200 offers a basic introduction to the world of organic chemistry. A functional group approach, emphasizing structure, nomenclature, preparation and reactivity is used. While the approach parallels CHE 201 to an extent, it is significantly less demanding and thus cannot be substituted for the higher level course. Nevertheless, many

science and pre-professional students with weak backgrounds in chemistry have found CHE 200 helpful as a refresher course before taking CHE 201 - CHE 202. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-LSCI  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 201 - Organic Chemistry I

**Prerequisites:** Minimum of "C" in CHE 152.

**Description:** This is the first course of the CHE 201 - CHE 202 sequence. This 1st semester course in organic chemistry covers the nomenclature, physical properties, stereochemistry, structure-reactivity relationships, and reaction mechanisms of alkanes, alkenes and alkynes, Laboratory activities include organic synthesis, qualitative analysis and instrumental techniques. (3 lecture, 6 laboratory hours) Laboratory fee applies. Molecular model set required. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 5

**Department:** Chemistry

### CHE 202 - Organic Chemistry II

**Prerequisites:** Minimum of "C" in CHE 201.

**Description:** This is the second course of the CHE 201 - CHE 202 sequence. This 2nd course in organic chemistry covers modern spectroscopic techniques and the characteristic reactions of the major classes of organic compounds. A mechanistic approach is emphasized. Laboratory activities include organic synthesis, qualitative analysis, and instrumental techniques. (3 lecture, 6 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered:** Spring, Summer

**Credit Hours:** 5

**Department:** Chemistry

### CHE 221 - Clinical Chemistry

**Prerequisites:** CHE 200.

**Description:** A one-semester course designed to train medical technologists in the principles and practices of the science of clinical chemistry, specimen collection and processing, quality control, modern instrumentation in clinical chemistry, basic physiology, analytical procedures, and correlations of abnormal values with the disease states. Laboratory utilizes modern instrumentation in the determination of biochemical profiles such as liver, kidney, heart, electrolytes, lipids, thyroid function, pancreatic function and the monitoring of therapeutic drugs. (2 lecture, 6 laboratory hours). Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered:** Spring

**Credit Hours:** 4

**Department:** Chemistry

### CHE 260 - Biochemistry

**Prerequisites:** CHE 200 or CHE 201 or permission of Chairperson.

**Description:** For paramedic science students. This course presents classes of biologically interesting compounds and covers their structure, biosynthesis, and metabolism. Physiological buffers are also presented. The laboratory stresses analysis of such classes of compounds. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
**Offered:** Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 295 - Independent Study-Chemistry

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly CHE 699. Students who have completed CHE 699 will not receive credit for CHE 295.

**Credit Hours:** 3

**Department:** Chemistry

## Chinese

### CHI

#### CHI 101 - Beginning Chinese I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Chinese speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-GLNW, HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### CHI 102 - Beginning Chinese II

**Prerequisites:** CHI 101 or equivalent. Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-GLNW, HUM

**Offered:** Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Climatology

### CLI

#### CLI 101 - Introduction to Climatology: Climates of the World

**Description:** Meteorological elements such as temperature, precipitation, pressure, and wind will be studied to provide an understanding of the different climates around the world. Students will learn how climate can influence agriculture, clothing, housing, and transportation in different parts of the world. The interdisciplinary nature of this course is evident in the study of how scientists have used biology, meteorology, geology, astronomy, physics, chemistry, oceanography and computer modeling to determine the climates of the past and predict the climates of the future. The study of climate change will include astronomical theories, the ocean conveyor belt, ozone depletion, global warming and El Nino and La Nina. Formerly SCI 108. Students who have completed SCI 108 will not receive credit for CLI 101. (3 lecture, 3 laboratory hours) Lab fee applies. SUNY GEN ED-GLAB; NCC GEN ED-GLNW, LSCI.

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

## Medical Assistant

### CMA

#### CMA 130 - Administrative Medical Office Procedures

**Description:** Concurrent Requisite: HIT 151 Medical Terminology

This course introduces students to medical office administrative procedures including introduction and development of basic keyboarding and beginning word processing skills. Emphasis will be placed on the creation of medical correspondence including letters, memos, reports, and policy/procedure manuals. Medical practice financial procedures including bookkeeping, processing payroll, banking, and creation of spreadsheets will be covered.

SUNY GEN ED; NCC GEN ED

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **CMA 132 - Clinical Documentation Procedures**

**Description:** Prerequisite: ABT 254, AHS 131, HIT 151 (with a grade of C or better in each course) Concurrent Requisite: AHS 132, CMA 134

This course covers entry-level medical office clinical procedures including patient intake procedures and documentation of care. The medical assistant's role in complying with federal regulations and public health rules is reviewed. The student is introduced to theory and practical application of medical ethics. Course includes instruction in use of outpatient electronic health record software.

SUNY GEN ED; NCC GEN ED  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **CMA 236 - Administrative Practicum**

**Description:** Prerequisite: AHS 131, CMA 130, HIT 151, HIT 156, HIT 170, (with a grade of C or better in each course) Concurrent Requisite: CMA 132, HIT 158

This course is a supervised practical experience for development of fundamental skills in administrative medical assistant procedures through an internship placement in a physician's office, medical clinic, or other healthcare facility. Students will prepare a portfolio and practice interviewing skills.

SUNY GEN ED; NCC GEN ED

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **CMA 238 - Clinical Practicum**

**Description:** Prerequisite: AHS 100, AHS 103, AHS 132, BIO 131, CMA 132, CMA 134, HIT 151 (with a grade of C or better in each course) Concurrent Requisite: NTR 198

This course is a supervised practical experience for development of fundamental skills in clinical medical assistant procedures through an internship placement in a physician's office, medical clinic, or other healthcare facility.

SUNY GEN ED; NCC GEN ED

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

# Computer Processing

## **CMP**

### **CMP 100 - Computer Literacy**

**Prerequisites:** All MAT, ENG001 and RDG001 developmental courses requirements must be co

**Description:** Prerequisites: All MAT, ENG001 and RDG001 developmental courses requirements must be completed.

This course provides the general liberal arts student with a non-technical overview of the roll that computing plays in today's world with a focus on new and emerging technologies. The lecture component discusses the role of computing in various disciplines and its impact on individuals, institutions and society. The hands-on approach allows the student to become familiar and comfortable with current developments in hardware and software technologies. Examples include Arduino, an open source electronics platform, and App Inventor, a block language used to develop mobile applications. Information Technology and Computer Science majors will not receive credit for this course.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### **CMP 101 - Introduction to Computers**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** An introduction to computers applying critical thinking and problem solving strategies in science, mathematics and information/data management. The course will address issues of information validity and value judgments. Students will develop both qualitative and quantitative solutions to college-level applications. Topics include computer hardware and software, security, ethics, connectivity, basic networking (Internet), electronic spreadsheets, report and graph generation, and an introduction to programming concepts. Computer Information Systems and Computer Science majors will not receive elective credit for this course. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### **CMP 103 - IT Essentials**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course is designed to provide students with fundamental concepts

pertinent to the IT industry related to personal computers, computer hardware, and operating systems software. Students will learn how various hardware and software components work and best practices in maintenance, safety and security involved in the processing of data. Through lab activities, major emphasis is placed on learning how to assemble and configure computers, install operating systems and popular software packages, as well as troubleshooting hardware and software issues. Upon the completion of this course students will have covered topics found on the CompTIA A+ exam. (4.5 contact hours and 4 credits). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

### **CMP 105 - Electronic Spreadsheets**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course introduces electronic spreadsheet application software. Topics include spreadsheet operations, creation of charts and graphs, data query, multiple spreadsheets, links and macro programming. It is designed for computer processing, business and general liberal arts students interested in obtaining comprehensive hands-on training in the use of electronic spreadsheets (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

### **CMP 106 - Database Processing**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course is an introduction to database processing for business and information systems. Emphasis is placed on the planning, administration, control, and design of database management systems. A database programming language (command files, report generator, and screen files) is also presented. It is suggested that students have previous microcomputing experience and/or programming experience (or CMP 101 and CMP 103) before enrolling in this course (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

**CMP 115 - Computers in Business**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course introduces the role of computers and data processing in the business environment. Topics include: essential business computer concepts, computer hardware/software, modern business computer systems, the Internet, data communications, networking, and systems analysis and design. An introduction to DOS and Windows is covered. Electronic spreadsheets are used to emphasize business analysis and decision-making using computers. This course is primarily for business majors. Computer Information Systems or Computer Science majors will not receive credit for this course. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**CMP 117 - Business Computing: Concepts and Applications**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course is designed to provide the business student with a broad-based background in the use of computer systems in business and industry. An overview of computer hardware and software concepts with their impact on business systems is an integral part of the course. Students are introduced to a variety of information systems and the development life cycle utilized in the private sector. The importance of networking structures and the analysis of data flow within business and management information systems (MIS) are covered. Use of the Internet for global electronic commerce is discussed. The hands-on component of the course provides students with substantial use of spreadsheet, database and presentation software to analyze data and solve real-life business problems. Students will be introduced to databases that exhibit the hierarchy of data and the relational database model. (Students will not receive credit for both CMP 115 and CMP 117; Computer Science or Information Technology majors will not receive credit for this course.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**CMP 160 - Data Preparation with SAS**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** SAS (Statistical Analysis System) is a complete programming language and is widely used in the Data Science field. This course is an introduction to writing SAS programs. The student will be introduced to accessing data, reading raw data files, formatting data values, using SAS functions, combining datasets, controlling input and output, using do loops and arrays, creating summary reports, creating detailed reports, and creating temporary and permanent datasets of all formats (text, csv, Excel, etc.) SAS software will be used extensively throughout the course.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**CMP 205 - Survey of Operating Systems**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** Students are introduced to the basic concepts of operating systems and will study the similarities and differences between at least three current and popular architectures and user interfaces. Topics include shell languages, file structures, background processes, system software, including editors, and system utilities. These topics will be covered for each of the different systems. Theoretical concepts covered include multi-tasking, inter-process communication and system administration. Use of both written and on-line system documentation is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**CMP 219 - Object Oriented Programming in C++**

**Prerequisites:** At least a C in CSC 130 or ITE 204 (or equivalent).

**Description:** This is a course in object-oriented design and programming using C++ and is intended for students who already have a firm understanding of the object-oriented paradigm including objects, classes, and inheritance. The topics presented prepare the student for advanced study in Computer Science and Information Systems. Topics include C++ basics, I/O streams, class definition, friend functions and operator

overloading, dynamic memory allocation/deallocation, dynamic binding, and virtual functions. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**CMP 294 - Cooperative Education Internship**

**Prerequisites:** Permission of Department, approval by the Agency offering the internship, a minimum of 9 CMP credits, and a minimum GPA of 2.75.

**Description:** This is a course integrating classroom study with career related professional training in the area of Information Technology. The student will be placed in a corporation, small business or other setting related to the field of Information Technology and will gain work experience that enriches the theoretical concepts developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**CMP 295 - Independent Study-Computer Processing**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly CMP 699. Students who have completed CMP 699 will not receive credit for CMP 295.

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

# Communications

## COM

**COM 030 - Public Speaking for Non-Native Speakers (ESL III)**

**Prerequisites:** Placement test.

**Description:** COM ESL III is a preparatory public speaking course for advanced ESL students. It teaches organizational, research, and delivery skills. Students will learn how to carry out research, create a bibliography, write an outline, and deliver an informative speech. Improved fluency and clear articulation in English are also goals of this course. This course is offered only in conjunction with the credit bearing (3 credits) course COM 103. The courses will be given in an intensive (four days a week) format, and both can be completed in one semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 0

**Department:** Communications

**COM 101 - Interpersonal Communications**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** This course is a study of the historical and contemporary principles and concepts of human communication.

An examination of the interpersonal communication process will help the student gain an awareness of the elements which both aid and hinder communication. Skills which will increase communication effectiveness will be studied, including verbal and nonverbal behavior, listening, assertiveness, and conflict resolution. Course will incorporate an analysis of theoretical applications.

SUNY GEN ED-GBCM; NCC GEN ED-COM, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

**COM 103 - Public Speaking**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Principles and practices of public speaking. Emphasis in public speaking on preparation and presentation of speeches, selection of materials, organization and development, delivery, audience analysis, critical listening, and constructive evaluation. Three researched, informative speeches are required.

SUNY GEN ED-GBCM, NCC GEN ED-COM, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

**COM 104 - Film Appreciation**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** The study of film as an art form and as popular culture. Through readings, discussions, and viewings of historical and contemporary films of various genres, the aesthetics of film's form and narrative components are examined. Films are analyzed for meaning and merit using various models of film theory and criticism.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

**COM 107 - Film Production I**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A study of the creative & artistic concerns & fundamental processes involved in filmmaking. Emphasis on the preproduction planning, shooting, editing & screening of films. Material fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

**COM 109 - Television Journalism**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A comprehensive study of electronic journalism as prepared and presented through the medium of television. Students engage in the creation of television news production. Students develop a critical awareness of television news.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

**COM 110 - Understanding Mass Media**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** The study of mass media, radio, television, film, print, advertising of our time. How do the media reshape and restructure us as individuals, in the social group and as a "global village"? How do mass media work on the inside? How do mass media work outside on the lives of the consumers?

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

**COM 112 - History of Film**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A history motion pictures as entertainment, art, and education. This course examines artistic influences and techniques that have affected the development of the medium, and looks at film's role from a social and historical perspective as it reflects or challenges an era's prevailing ideological, political, and social attitudes.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

**COM 113 - Documentary Media**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Historical development, content and social and artistic impact of the documentary are analyzed. The emphasis of the course is an examination of the distinctions and similarities in form and content of the documentary as it has developed through radio, television and film.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

**COM 119 - Oral Interpretation**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Experiences in interacting with an audience, using prose and poetry as vehicles for oral interpretation. Different types of literature are used to develop skills in analysis and performance based on understanding principles of interaction in oral interpretation. Final goal consists of original programs, created and performed by students in class.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

**COM 121 - Small Group Communication**

**Prerequisites:** Students must have satisfied English remediation requirements and RDG 001 prior to starting the course.

**Description:** Theory and practice in assuming membership and leadership roles in decision-making groups, with emphasis upon the individual's ability to communicate and thus interact more effectively. Group process is investigated as it relates to each individual's ability to communicate.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

**COM 123 - Argumentation and Debate**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Provides students an opportunity to locate, organize and use rational arguments

both for and against controversial issues of national importance. Classroom debates promote skill in cross-examination, detecting faulty reasoning and refuting opposing views. For all students, particularly those interested in business and the professions.

SUNY GEN ED-GBCM; NCC GEN ED-HUM, COM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

### **COM 124 - Communication for Business and the Professions**

**Prerequisites:** COM 101. Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A course designed to acquaint students with the fundamental principles and concepts of communication within the organizational environment. It assists in developing interpersonal skills needed for effective performance in business and the professions. The course examines the communication implications of organizational structure on the processing, networking, and transaction of messages. The communication climates of organizations are analyzed.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Communications*

### **COM 125 - Effective Listening**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** The study of the theories of listening and the application of principles of effective listening in academic, professional, and personal situations. Students will analyze and test their own listening patterns and engage in exercises to improve listening skills.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

### **COM 130 - Communication in Black America**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** (Dual listed with AFR 197) A study of how oral communication functions in various relationships. Emphasis on discussion, group exercises, role playing. The role of oral communication in the Black experience.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

### **COM 170 - Radio Production**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** An introduction to the medium of radio with an emphasis on basic radio production. Students gain competence in using radio equipment and producing programs in various formats. The course will examine the role of program elements to support business and public interest aspects of the medium. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

### **COM 171 - Television Studio Production**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Designed to give the student a creative grasp of the art and craft of television production in a studio setting. Students develop skills in the aesthetic as well as technical aspects of television in the practical setting. Emphasis is on the production process by developing group and individual projects. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM, FAPA

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

### **COM 172 - Video Field Production**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Introduces the foundational concepts, techniques, and equipment of single camera video production in a field setting. Students write, produce, and edit a variety of projects, using digital video cameras and non-linear post-production software.

SUNY GEN ED-n/a; NCC GEN ED-HUM, FAPA

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

### **COM 201 - Voice and Diction**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A study of the structure and function of the speech and voice mechanism. The course is designed to provide training for the improvement of articulation and voice quality. The International Phonetic Alphabet and its use in recording the sounds of American English are studied. Emphasis is given to the practice and application of principles basic to good speech production. Voice recordings and individual conferences with the instructor are required of all students.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

### **COM 202 - Persuasive Speaking**

**Description:** Students who have taken COM 102 will not receive credit for COM 202. Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

Examines the role of persuasion in contemporary society. Focus on both the technical and ethical aspects of persuading. Study of attention, various appeals, and structure in adapting to audiences. Assigned speeches.

SUNY GEN ED-GBCM; NCC GEN ED-HUM, COM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Communications*

### **COM 203 - Phonetics**

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** This course will provide students with a strong foundation in the study of human speech by focusing on the physiological aspects as well as the physical components of speech sounds. Students will study the anatomy of the vocal tract, articulation processes, dialects and accents, the articulatory and acoustic properties of speech sounds, the International Phonetic Alphabet, and the direct application of phonetic principles. This course is intended to fit within the recommended sequence of course work to be completed by undergraduates who wish to enter the fields of Speech Pathology/Audiology, Linguistics, and TESL/TEFL.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Communications*

### **COM 209 - Introduction to Speech and Hearing Therapy**



**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** A study of speech & hearing disorders, their diagnosis & treatment. Review of the physical, emotional & intellectual interrelationships of language & speech development. Provide a comprehensive overview of the field of speech & hearing therapy.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 220 - Communication and Language

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Communication and Language is an advanced course which teaches the meaning of oral language codes and explains how and why language takes the form we observe. Issues that underlie varieties of speech such as sexism, racism, and social status are examined, and the specific mechanisms of these codes are revealed. Special emphasis is given to the oral patterns used by men and women, to the pragmatic aspects critical to communicative function, and to the study of dialectical variety and bilingualism.

SUNY GEN ED-GBCM; NCC GEN ED-PLDI, HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 222 - Nonverbal Communication

**Prerequisites:** Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Theories and methods of nonverbal communication. Emphasis on the analysis and significance of nonverbal cues and their effects on behavior in daily living. Participation in exercises demonstrating various aspects of nonverbal communication including body language, eye movement, smell and space and time relationships. Exploration of nonverbal behavior of other cultures and subcultures. Mini-projects in observing and recording nonverbal behavior in many kinds of situations including those in which nonverbal norms are violated.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 224 - Intercultural Communications

**Prerequisites:** Students must have satisfied English developmental requirements and RDG 001 prior to starting the course.

**Description:** This course will examine the factors that help people understand, adjust to, and interact with others of diverse cultures. The focus will be on the strategic role of communication within the context of sociocultural factors that affect communication style and effectiveness. Students will become familiar with major theory and research in intercultural communication and have an opportunity to develop and practice those competencies that will increase their effectiveness in intercultural interactions.

SUNY GEN ED-n/a; NCC GEN ED-PLDI, HUM

**Offered:** Fall

**Credit Hours:** 3

**Department:** Communications

### COM 290 - Media Practicum

**Prerequisites:** Departmental permission. Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** Supervised practical experience at media facilities providing the students with situations in which they can apply concepts learned in previous media courses. Field experience and future career opportunities will be discussed in a collateral on-campus class. The focus of this course is on media technology. (Prior coursework in media or permission of the Departmental Chair required.) Three credits (1 1/2 hours classroom lecture, discussion; 12 hours field experience)

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

### COM 295 - Independent Study-Communications

**Prerequisites:** Departmental permission. Students must have satisfied all ENG remediation requirements and RDG 001 prior to starting the course.

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly CRJ 699. Students who have completed CRJ 699 will not receive credit for CRJ 295.

**Credit Hours:** 3

**Department:** Communications

## Criminal Justice

### CRJ

### CRJ 101 - Police Organization and Administration

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Administrative principles and practices which apply to law enforcement and public safety agencies, including the formulation of policy and procedures, rules and regulations, deployment, coordination of activity, and the enactment of procedural and tactical planning.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 105 - Foundations of the Justice System

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Students will be provided with basic knowledge of the philosophy, structure and processes utilized in the delivery of justice. This survey of justice will provide students with the necessary knowledge so they can understand and impact the system to enable it to best serve individual and/or societal needs.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 106 - Understanding Criminal Behavior

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Focuses on a branch of criminal justice dealing with criminal behavior in relation to legal principles and court cases. Practical aspects of assessment, management and treatment functions of the practitioner will be examined from both a clinical and a behavioral perspective. Students will explore theories, techniques and research methods associated with judicial settings and correctional institutions.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 110 - Introduction to Correction

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A survey of the correctional field: origins, development, current status, and future prospects. The course is intended for students who would like to explore the field of corrections. The focus is on the current state of

corrections, with enough background material to illuminate relevant contemporary events.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 111 - Probation and Parole I**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on two important components of the correctional system which are frequently used as alternatives to incarceration of offenders. Students are introduced to the historical development of these systems, as well as to their legal aspects and the theories governing probation and parole. This course gives particular emphasis to the impact of these systems in the Criminal Justice System.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 112 - Probation and Parole II**

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 110, CRJ 111, or CRJ 215 or permission of instructor or chairperson.

**Description:** This course reviews relevant issues in probation and parole systems which require in-depth analysis. Major problems are thoroughly examined and possible solutions are suggested. These areas cover a wide range of problems which have been in existence for long periods of time, and those which have developed as a result of the emergence of new technology or change in philosophy in the correctional discipline.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 113 - Community Based Corrections**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course assists students in understanding the principles and philosophy of alternatives to incarceration. The course focuses on the various correctional programs available to offenders which are designed to assist the individual to make a more realistic adjustment to normal community living following the commission of a criminal offense or delinquent act.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 201 - Criminal Investigation**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course examines the theories and practices of criminal investigation through each of the germane aspects, commencing with the discovery of a potential crime, through crime scene and evidence methodology, through the secondary investigative steps of examination, interview, interrogation and case preparation. Emphasis is placed on the utilization of evidence and testimony to prove both the elements of specific crimes and the identity of the specific criminal(s).

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 203 - Police and the Community**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The importance of good police community relations is stressed, as well as the factors that go into the effort to achieve them. The course gives the student an in-depth review of the past and the present state of police community relations, as well as an assessment of what will be required in the future. The impact of politics, unionism, minorities and media relations on the police and the public they serve is analyzed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 206 - Dispute Resolution (Mediation)**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on the differences between mediation, arbitration and fact finding, and how each of these processes is used on the Federal, state, and local level. A comparative study of dispute resolution centers throughout the United States, and how these centers are used as an alternative to the Criminal Justice System. The course will provide outlines for student participation in role playing dispute situations, and how the disputes are resolved, including the final agreement between the parties.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 207 - Criminal Justice Internship**

**Prerequisites:** Completion of RDG 001 and ENG 001. Permission of Department required.

**Description:** This course offers a classroom seminar and assignment in various agencies within the Criminal Justice System, providing students with the opportunity to include an internship in their studies and to integrate classroom learning with practice before considering entering the criminal justice professions. Field experience will occur in Police, Sheriff, Probation, Correction, Parole, County Attorney, District Attorney, and related agencies at the local level. Students will become acquainted with the function, structure, staff and clientele of these Criminal Justice agencies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 212 - Research in Crime and Security**

**Prerequisites:** Completion of RDG 001 and ENG 001. At least nine credits of Criminal Justice and/or Private Security Administration.

**Description:** (Dual listed with PSA 241) This seminar type course offers the student an opportunity to examine specific issues, conflicts or controversies in one or more of the following discipline areas: law enforcement, loss prevention, the courts, and corrections.

An interdisciplinary approach is stressed for a broader understanding. Each student is required to complete a research project under the direction of the instructor in the student's chosen area of examination.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 215 - Introduction to Juvenile Delinquency and Justice**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The organization, functions, and jurisdiction of juvenile agencies; the processing and detention of juveniles. A comprehensive study of the state law relating to youthful offenders.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 216 - Investigation Interviewing and Counseling**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course examines the various functions of investigations conducted on offenders, preparation of reports for various agencies, interviewing techniques most applicable to the correctional client, and the various issues involved in the counseling of these specific types of clients.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 217 - Contemporary Issues in Corrections**

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 105 or CRJ 110 or permission of instructor or Department chairperson.

**Description:** An examination of the most relevant issues in corrections at this time. Correctional treatment, sentencing practices and impact on correctional policy, violence in prison, community based treatment of the offender, minority offenders and other issues are analyzed in depth.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 218 - International Criminal Justice Systems**

**Prerequisites:** Completion of RDG 001 and ENG 001. Permission of instructor.

**Description:** This study tour will examine the criminal justice systems of foreign nations. Students will visit courts, penal institutions, assessment and treatment centers for both youthful and adult offenders. In addition, discussions with government officials and criminal justice practitioners are planned. Participants will have an opportunity to contrast and compare the criminal justice systems of these countries with that of the United States. Travel costs are extra.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Winterim

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 219 - Sentencing Alternatives and the Juvenile Delinquent**

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 215.

**Description:** A seminar course that will focus on presenting functional sentencing alternatives for juvenile delinquents and persons in need of supervision (PINS). The course objectives will involve instruction

supported by an active learning environment, including campus-based fieldwork. Students will participate in conflict resolution and mediation, teen court scenarios, diversion programs and a wide variety of other community based sentencing alternatives. Students, under faculty supervision, will have an opportunity to interface with agencies that provide alternative sentencing programs in Nassau County.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 220 - Women in the Criminal Justice System**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This seminar will explore the various theoretical explanations underlying contemporary female criminality. The issues of female victimology, women as offenders & female practitioners in the criminal justice system will be examined. Problems within the various rehabilitative and punitive sentencing alternatives will be identified and analyzed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 221 - Police Supervision and Public Relations**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A seminar course on the administration of justice & community relationships. It utilizes the interdisciplinary activities & emphasizes the evaluation of police facilities at the community level.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 225 - Criminal Law**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Introduction to the origin and function of the substantive criminal law of New York State; review and analysis of the elements of major offenses at common law and under modern penal codes, and the available defenses; review and discussion of leading judicial interpretations of penal codes.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 226 - Criminal Procedure**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Devoted to the study of the criminal law administration as mandated by the Supreme Court of the United States through legal controls over police investigative procedures. Specifically, the 4th, 5th, 6th, and 14th Amendments of the U.S. Constitution and the New York criminal procedure law are discussed and analyzed through the case law. Special emphasis is placed on procedures involving arrests, searches and seizures, warrants and interrogation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 227 - Constitutional Law**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Introduces the student to the institutional aspects of the U.S. Constitutional system. Historically, the relationship between the Federal Constitution (the Bill of Rights and 14th Amendment) and the states is traced through a study of the decisions of the United States Supreme Court.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 228 - Law of Evidence**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A brief analysis of the law of evidence for undergraduates which will be beneficial to police officers and students intending to enter the field of criminal justice and law.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### **CRJ 230 - Introduction to White Collar Crime**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 001 / RDG 002 if required.

**Description:** This class focuses on the different types of white collar crime such as identity theft, antitrust violations, bank fraud, computer/Internet fraud, economic espionage, counterfeiting, embezzlement, money laundering, bribery, securities fraud among others. Secondary aspects include theories/explanations of white collar crime, enforcement, adjudication and criminal statutes.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Criminal Justice*

### **CRJ 295 - Independent Study-Criminal Justice**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly CRJ 699. Students who have completed CRJ 699 will not receive credit for CRJ 295.

*Credit Hours: 3*

*Department: Criminal Justice*

## Computer Repair Technology

### **CRT**

#### **CRT 201 - Personal Computer Equipment Servicing I**

**Description:** This course is the first of a two-course sequence designed to provide the skills required to install, service and maintain personal computers and their peripheral devices. Topics include microcomputer fundamentals; PC hardware; the addition or replacement of field replaceable modules; installation and configuration procedure for various devices; common problems associated with each module and troubleshooting techniques. Microprocessor support systems, memory systems, on-board I/O, expansion slots, system board upgrading and troubleshooting conclude the course. Department computer facility will be used for all laboratory work. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

#### **CRT 202 - Personal Computer Equipment Servicing II**

**Prerequisites:** CRT 201

**Description:** This course is the second of a two-course sequence designed to provide the skills required to install, service, and maintain personal computers and their peripheral devices. The course begins with coverage of input/output devices, including coverage of serial and parallel ports, troubleshooting port problems. The construction, installation and troubleshooting of input devices such as keyboards, mice, trackballs, joysticks, light pens, touch-screens and scanners are discussed. Magnetic storage is then covered including disk drive operation, floppy disk drives, hard disk drives, RAID systems

and tape drives. Video displays, including CRT basics, color monitor video standards, video controllers, liquid crystal displays and gas plasma displays are covered. The characteristics, mechanics, installation and troubleshooting of dot-matrix, ink-jet and laser printers are studied. Data communications is covered, including modems, local area networks and wide area networks. Department computer facility will be used for all laboratory work. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

## Computer Science

### **CSC**

#### **CSC 104 - Programming Logic and Problem Solving**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** The course is an introduction to programming logic and problem solving including programming concepts and terminology. The focus of the course is on critical thinking skills necessary to write computer programs and provides students with an introduction to programming without focusing on the details of programming syntax. This course is intended for students with little or no object-oriented programming experience. Students who have completed CMP 104 will not get credit for CSC 104. (3 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-CMPS, FBAE, MBAE

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### **CSC 120 - Computer Science I**

**Prerequisites:** At least a C in CSC 104 or at least a C in MAT 111 or permission of Department.

**Description:** This course is an introduction to computer programming and algorithmic problem solving using an object-oriented, high level programming language. Emphasis is placed on problem solving strategies that utilize multiple classes and methods. This course will focus on the following concepts: algorithm implementation, modular development, documentation, abstraction and coding along with problem solving strategies. Includes supervised hands-on component. Students who have completed CMP 210 will

not receive credit for CSC 120. (4 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

#### **CSC 130 - Computer Science II**

**Prerequisites:** At least a C in CSC 120.

**Description:** This course expands on the design of object-oriented programs introduced in Computer Science I. Students will be introduced to abstract data types including stacks, queues, and lists. Emphasis is placed on the design and implementation of these abstract data types as well as applications that utilize them. Object-oriented programming concepts such as composition, inheritance, polymorphism, and exception handling are utilized throughout this course. An introduction to binary-trees and recursion is provided. Includes supervised hands-on laboratory component. Students who have taken CMP 211 will not receive credit for CSC 130. (4 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-CMPS, FBAE, MBAE

*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

#### **CSC 217 - C Programming Language**

**Prerequisites:** At least a C in CSC 130 or CMP 219 or ITE 204, or permission of the Department.

**Description:** The C programming language is widely used in both the computer industry and as a tool for studying advanced topics in the area of Computer Science. Topics include language syntax, scalar and compound data types, pointers, functions, operators, modular coding practices and files. Both the ANSI version and the traditional C are discussed with emphasis on the former. Typically fall day and spring evening. Students who have completed CMP 217 will not receive credit for CSC 217. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### **CSC 230 - Data Structures**

**Prerequisites:** At least a C in CSC 130.

**Description:** This course introduces the programming literate student to the advanced data types and structures of priority queues, hash tables, and search trees. The concepts covered in this course include recursion, algorithm efficiency, best and worst time

analysis, and advanced tree structures and graphs. Typically fall day and spring evening. Students who have completed CMP 251 will not receive credit for CSC 230. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### **CSC 240 - Mobile Application Development**

**Prerequisites:** At least a C in CSC 130 or permission of the Department

**Description:** This course introduces students to the emerging field of mobile device software development. Capitalizing upon their prior experience in general-purpose object-oriented program development, students will learn how to write and test programs for handheld devices. Students will learn about the hardware limitations of handheld devices and how to optimize performance for them. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### **CSC 250 - Computer Organization and Assembly Language Programming**

**Prerequisites:** At least a C in CSC 130.

**Description:** Implementation and discussion of registers, addressing modes, relocatability, base arithmetic, data representation, assembly and linkage using a particular instruction set and architecture. Topics include arithmetic calculation, memory organization, flow of control, address modification and access method, bit and byte manipulations, I/O, user and system interrupts, routines and macros. Typically fall evening and spring day. Students who have completed CMP 207 will not receive credit for CSC 250. (4.5 lecture hours)

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

### **CSC 260 - Computer Architecture and Organization**

**Prerequisites:** At least a C in CSC 130.

**Description:** This course covers the fundamentals of computer architecture and organization. Topics include: classical von Neumann machines, major functional units, primary memory, representation of numerical (both integer and floating point) and non-numerical data, CPU architecture, instruction encoding, the fetch-decode-execute cycle,

instruction formats, addressing modes, symbolic assemblers, assembly language programming, handling of subprogram calls at the assembly level, mapping between high level language patterns and assembly/machine language, interrupts and I/O operations, virtual memory management, and data access from magnetic disk.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

## **Culinary**

### **CUL**

#### **CUL 101 - Culinary Sanitation**

**Description:** This Culinary Sanitation course is an introduction to Federal, State, and Local regulations and the origins of foodborne illness and the implementation of HACCP (Hazard Analysis and Critical Control Points). The importance of food safety, good personal hygiene, time and temperature control, preventing cross-contamination, cleaning and sanitizing, safe food preparation, receiving and storing food, methods of thawing, cooking, cooling and reheating food, HACCP and food safety regulations are intensively covered. The National Restaurant Association ServSafe exam will be administered in this course to fulfill course requirements.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **CUL 110 - Introduction to Culinary Arts**

**Description:** Pre or Concurrent Requisites: CUL 101

This course is an introduction to food preparation emphasizing basic culinary skills, practices, and the complete sanitation program in food establishments. Chef Instructor demonstrates proper culinary methods and preparations. Students then perform learned skills. Students are required to produce foods and clean and sanitize the kitchen laboratory. Lifting required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **CUL 120 - Classical French Cuisine**

**Description:** Pre or Concurrent Requisites: CUL 101

The French Classical course utilizes lectures, demonstrations and production to expose students to the preparation of traditional

French Cuisine. French menu terminology, tableside cooking and compound sauces are taught. Emphasis is placed on sautéing, baking, roasting, braising, and poaching. Time management, station organization, palate development, and in depth knowledge of plate design and styling will be developed. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **CUL 130 - American Regional Cuisine**

**Description:** Pre or Concurrent Requisites: CUL 101

The American Regional Cuisine course utilizes lectures, demonstration and production to focus on cuisines from across the United States, specifically, California, Hawaii, New England, Mid-Atlantic, South, Floribbean, Texas, Southwest and the Rocky Mountains. The proper use of knives, tools, small wares and kitchen equipment will be expounded upon. Grilling, broiling, roasting and deep frying will be thoroughly covered. Extensive focus will be placed on food cost control, ingredients and plate presentations. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **CUL 140 - Baking I**

**Description:** Pre or Concurrent Requisites: CUL 101

The Baking I course utilizes lectures, demonstrations and cooking for an integrated approach to mastering the fundamentals of baking. The student is introduced to quick breads and yeast-raised laminated doughs (breads and rolls), puff pastry, pâté à choux, mousses, custards and creams, with a daily emphasis on plated desserts. The formulation and calculating baker's mathematics, the uses of baking equipment, scaling, shaping techniques, inventory control and sanitation are also covered. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **CUL 210 - Culinary Nutrition**

**Description:** Pre or Concurrent Requisites: CUL 101

The Culinary Nutrition course utilizes lectures, demonstration and production to focus on the principles of nutrition, basic nutrients and related health concepts. Eating behaviors, recommended dietary intakes, and tools

for healthy eating patterns are emphasized. Students are introduced to the cooking techniques of steaming, poaching, reduced salt and fat free meals. Lecture, demonstration and production revolve around nutritional analysis of menus and recipes, and the sensory properties of food. The focus is on production of flavorful and nutritionally balanced entrees, vegetables and grains. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 220 - International Cuisine**

**Prerequisites:** CUL 110, CUL 120

**Description:** This 15 week International Cuisine course utilizes lectures, demonstrations and production to prepare, taste, serve and evaluate traditional and regional dishes of North America, South America, The Caribbean, Asia, Europe and the Mediterranean. Emphasis will be placed on ingredients, flavor profiles, preparations, and techniques representative of the area. Students will also develop and in depth knowledge of plate design and styling. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 230 - Garde Manger**

**Description:** Pre or Concurrent Requisites: CUL 101

The Garde Manger course utilizes lectures, demonstration, and production to focus in preparation of cold entrees. The student will be introduced to the production of pâté's terrines, sausages, galantines and hors d'oeuvres. Special emphasis will be placed on preservation techniques (curing and aging). This course will emphasize platter designs and plate presentations. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 240 - Baking II**

**Prerequisites:** CUL 140

**Description:** The Baking II course utilizes lectures, demonstration and cooking for an integrated approach to mastering the fundamentals of baking. This course provides students with the skills and knowledge of producing cakes, butter creams, and icings. Each student is taught proper mixing methods, assembling, icing, and finishing techniques of a variety of cakes and pies. Students are

introduced to rolled fondant and develop their piping skills through intricate patterns and techniques. Students will learn how to temper chocolate for the use of fillings and decorative pieces. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 242 - Culinary Internship**

**Description:** Student's intern with appropriate Food Service Institutions to enrich theoretical concepts previously practiced in the classroom. Students must complete 200 hours on-the-job training as assigned by the instructor in conjunction with assigned papers and coursework. Some office visits are required by the assigned professor.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Summer

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 245 - Commercial Baking**

**Prerequisites:** CUL 240

**Description:** This course introduces students to the management and operation of a commercial retail bakery. Utilizing a combination of lectures and labs, students will acquire the manual skills and product knowledge necessary to produce and market a range of products. Students will work with mixes, bases, and frozen dough products as well as develop commercial products "from scratch." Advanced methods of baking, product development, cost controls, sanitation and supervisory skills will be included. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 250 - Dining Room Service**

**Description:** Pre or Concurrent Requisites: CUL 101

In the Dining Room course students are introduced to front-of-the-house operations including sales forecasting and professional dining service techniques. Effective communication skills, guest check writing, guest relations and service quality. Students will be introduced and responsible for performing American plate service, Banquets, Buffet, French, Russian, and Family service styles as well as hot and cold beverage service on a daily basis. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 255 - Advanced Dining Room & Banquet Operations**

**Prerequisites:** CUL 250

**Description:** The Advanced Dining Room and Banquet Operations course builds on skills learned in CUL 250 Dining Room and HTL 178 Event Planning. Students will be responsible for executing all aspects of an on-site café and banquet facilities. Responsibilities will include menu and labor planning, product development, dining room and beverage service, and the complete execution of catered events. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 260 - Quantity Food Production**

**Prerequisites:** CUL 101

**Description:** The Quantity Food Production course focuses on the food preparation and cooking methods needed to produce food products on a large scale. The use of quantity food production tools and equipment, standardized recipes, buffet set up and breakdown, and the application of speed and accuracy in large scale food production are stressed. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **CUL 265 - Culinary Seminar**

**Prerequisites:** CUL 110

**Description:** In the Culinary Seminar, students will develop professional skills needed to market themselves in the workplace. They will be required to design personal portfolios and resumes, create self-marketing strategies and/or business plan. Topics of discussion will include business development skills including financial reconciliation; the use of technology in food service; "Green" techniques and strategies; labor planning and forecasting as well as inventory, receiving and storage. Guest lecturers and professional demonstrations will be included along with "networking" events.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

## **Dance**

**DAN****DAN 101 - Dance in the 20th Century**

**Prerequisites:** Satisfactory completion of Remedial Reading.

**Description:** A study of the development of dance as an art form from the Romantic Era at the end of the 19th century to the contemporary scene. Representative choreographers, dance theories, trends and personalities are discussed. The course includes film shows and subsequent seminar discussion related to the films, as well as practical workshops for exploring movement concepts and styles. Attendance at dance performances is required.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

**DAN 105 - Dance Concepts I**

**Prerequisites:** for Dance A.A majors only or permission of the department

**Description:** This is the first course in the DAN 105 - DAN 106 sequence. The use of improvisation to introduce and develop elements of dance composition through exploration of the factors of space, rhythm and dynamics; solo and group studies. Additional independent studio hours are required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

**DAN 106 - Dance Concepts II**

**Prerequisites:** DAN 105.

**Description:** The use of improvisation to introduce and develop elements of dance composition through exploration of the factors of space, rhythm and dynamics; solo and group studies. Additional independent studio hours are required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

**DAN 109 - Movement for Musical Theatre**

**Prerequisites:** for Acting A.A. degree majors only or permission of the Department.

**Description:** Training for movement for musical theatre with emphasis in modern jazz and tap (3 hours).

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 117 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 110 - AFR 111)

This is the first course in the DAN 117 - DAN 118 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 118 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 110 - AFR 111)

This is the second course in the DAN 117 - DAN 118 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 125 - A Survey of the Art of African American - Dancers and Choreographers**

**Description:** (Dual listed with AFR 112)

An introduction to the contributions of African American creative and performing artists to the development of social and theatrical dance in America. Classroom demonstrations by representative artists and field trips to dance concerts are part of the curriculum.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

**DAN 126 - Introduction to Modern Dance**

**Description:** Studio work in basic dance techniques; movement and combinations explored and analyzed with emphasis on elements of space, energy and time. The aim: to develop (1) body awareness; (2) the ability to control and direct one's own body in organized rhythmic movement; (3) organic dance movement and an individually expressive body. No previous experience necessary. The course substitutes for one credit of physical education activity. Attendance at off-campus dance productions required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-PED, HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 127 - Modern Dance I**

**Prerequisites:** Dance Major or permission of department.

**Description:** This is the first course in the DAN 127 - DAN 128 sequence. Training in modern dance techniques to develop (a) the body as a performing instrument, and (b) an awareness of the movement principles and aesthetic elements of specific dance studies (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

**DAN 128 - Modern Dance II**

**Prerequisites:** DAN 127.

**Description:** This is the second course in the DAN 127 - DAN 128 sequence. Training in modern dance techniques to develop (a) the body as a performing instrument, and (b) an awareness of the movement principles and aesthetic elements of specific dance studies (3 hours).

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

**DAN 129 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the first course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 130 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the second course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each

semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **DAN 131 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the third course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **DAN 132 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the fourth course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **DAN 139 - Ballet for Non-Majors**

**Description:** A course designed for non-major students. The non-major students will acquire essential ballet terminology, knowledge of movement theories as well as practical understanding of the classical and contemporary principles of ballet aesthetics as a performing art. Areas of class work will include barre practices for body alignment, feet and arm configurations, center work with allegro and adagio movement combinations with variations across the space of the dance studio.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Theatre & Dance*

### **DAN 140 - Elementary Modern Dance Technique and Ballet**

**Prerequisites:** for Dance A.A. degree students. This is the first course in the DAN

140 - DAN 141 sequence. The elementary dancer learns the basic disciplines in dance as a performing art and acquires the knowledge and understanding of the movement principles underlying these skills.

**Description:** SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **DAN 141 - Elementary Modern Dance Technique and Ballet**

**Prerequisites:** DAN 140.

**Description:** This is the second course in the DAN 140 - DAN 141 sequence. The elementary dancer learns the basic disciplines in dance as a performing art and acquires the knowledge and understanding of the movement principles underlying these skills.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **DAN 217 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 113)

This is the first course in the DAN 217 - DAN 218 sequence. Participation in the production, rehearsal and performance of the African-American dance ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **DAN 218 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 114)

This is the second course in the DAN 217 - DAN 218 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **DAN 240 - Intermediate Modern Dance Technique and Ballet**

**Prerequisites:** DAN 140 and DAN 141.

**Description:** This is the first course in the DAN 240 - DAN 241 sequence. The intermediate dancer works to develop the technical skills and understanding essential to performance of modern dance and ballet works.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **DAN 241 - Intermediate Modern Dance Technique and Ballet**

**Prerequisites:** DAN 240.

**Description:** This is the second course in the DAN 240 - DAN 241 sequence. The intermediate dancer works to develop the technical skills and understanding essential to performance of modern dance and ballet works.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **DAN 295 - Independent Study-Dance**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly DAN 699. Students who have taken DAN 699 will not receive credit for DAN 295.

*Credit Hours: 3*

*Department: Theatre & Dance*

## Economics

### ECO

#### **ECO 100 - Survey of Economics**

**Description:** A survey of the basic principles of economics, with application to contemporary issues. Operation of markets, determination of national income and its measurements, the role of financial markets, monetary and fiscal policies, and international trade are to be considered, as well as their impact upon the economy, individuals, and businesses. Business majors should take ECO 207 - ECO 208.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Economics and Finance*

#### **ECO 110 - Personal Finance**

**Description:** (Dual listed with FIN 110) Personal Finance prepares students to manage their current and future financial affairs. Topics to be covered include: financial planning, saving and credit, insurance, government transfers, home buying, stocks, bonds, mutual funds, and estate planning. This is a practical and sophisticated course intended to aid students with their personal finances.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*



*Department: Economics and Finance***ECO 111 - Introduction to Finance****Description:** (Dual Listed with FIN 111)

This course offers an introduction to financial decision making and the basic structure of institutions in contemporary financial markets. Topics include time value of money, risk and return, investment types, the role of government regulation, the influence of globalization in contemporary financial markets and evaluation of financial performance and return. The role of ethics in financial decision making and institutional policy will be discussed. Internet and data base research will be used to support the course curriculum and help the student develop the necessary skills to analyze realistic scenarios used in financial markets.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 112 - Introduction to Investments****Description:** (Dual listed with FIN 112)

An introduction to financial investments and portfolio management. Course topics include: financial markets and instruments, reading financial listings, stock trading and indexes, risk analysis, present and future value, stock valuation and investment decisions, portfolio management, individual and portfolio yields, types and uses of derivatives, sources of investment information, mutual funds, international diversification, the macroeconomy and the impact of economic variables on investments.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 207 - Principles of Macroeconomics****Prerequisites:** Students must have satisfied all remediation in MATH.

**Description:** An introductory course that studies the behavior of the economy as a whole. The course explores the supply and demand model, the measurement of macroeconomic indicators (Gross Domestic Product, unemployment, inflation, and growth) and macroeconomic theories of economic fluctuations. Other topics covered include the role of the federal government and the Federal Reserve in the economy through fiscal and monetary policies, and the basic framework of international trade.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Winterim, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 208 - Principles of Microeconomics****Prerequisites:** Students must have satisfied all remediation in MATH.

**Description:** An introductory course that studies the behavior of individual decision makers and their effect on individual markets. This course explores the supply and demand model, consumer choice, and producer decisions under perfect and imperfect competitive conditions. Other covered topics may include factor markets and environmental economics.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Winterim, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 212 - Economic Statistics****Prerequisites:** MAT 102 or permission of instructor.

**Description:** An introduction to economic statistics. Topics covered include review of statistical inference, time series analysis, index numbers and introduction to econometrics. This course will help students understand the construction and uses of business, government and other social statistics. Topics will include the CPI, GNP, and risk analysis.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3**Department: Economics and Finance***ECO 213 - Money and Banking****Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 213) Basic concepts of money and financial intermediaries. Development of commercial banks and the creation of demand deposits. Yield, risk, and interest rates will be analyzed from a monetary and fiscal perspective. Functions and policies of the Federal Reserve in credit regulation and economic stabilization will be analyzed. Monetary Theory, Keynesian vs. Monetarists, international finance, exchange rates and the balance of payments will be examined.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 214 - Corporation Finance****Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 214) An introductory course describing the role and functioning of business firms in the economy,

and the application of economic theory in the solution of managerial decisions. Topics investigated include the management of cash, inventories and receivables; selection of alternative investments; short, intermediate, and long-term sources of financing; the cost of capital, optimum capital structure; corporate dividend policies. Case problems are assigned to develop applications of general principles. SUNY GEN ED-n/a; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 215 - Economic Development of the U.S. (Economic History)**

**Description:** The economic forces which brought the United States from an undeveloped wilderness to its present position of world leadership will be examined. The role of economic institutions will be considered in the transformation of our nation into a highly centralized, interdependent society. The economic, social, and political problems concomitant with this development will also be studied.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

*Offered: Fall**Credit Hours: 3**Department: Economics and Finance***ECO 216 - Economics of the Developing World****Prerequisites:** ECO 207 or permission of the Department Chair.

**Description:** This course is an introductory study of the economic development of Third World countries. It focuses on the role of education, health, human resources, planning, income distribution, food supplies, natural resources and international trade in nations' development. Students will work with data, graphs and maps. Students will learn to identify and understand the differences between developed and developing nations, their respective development patterns, as well as the impact of increasing global interdependence.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

*Offered: Spring, Summer**Credit Hours: 3**Department: Economics and Finance***ECO 218 - International Economic Systems: A Study Abroad****Prerequisites:** ECO 207 or ECO 208 and permission of instructor.

**Description:** An in-depth and comparative study of the structure, conduct and

performance of alternate economic systems. Students will study the economic and financial institutions and public policies of selected economic systems. The course is offered abroad for six weeks in the summer only. For additional information, contact the Department of Economics/Finance.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW, WESH

**Credit Hours:** 6

**Department:** Economics and Finance

### ECO 222 - Economic Geography of the World

**Description:** A multidisciplinary course that examines how economic and geographic conditions affect world economic activities and global development. Topics to be discussed include resource use, population, energy, agriculture, the environment and international trade. Globalization and international efforts to promote growth will also be discussed.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-GLNW, PLDI, SBS

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 230 - Introduction to International Economics and Finance

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 230) A study of the United States as an open economy which trades in goods, services and financial assets with other nations. Topics include the reasons nations trade; the costs and benefits of free trade; tariff and non-tariff barriers; regional trade pacts; economic and monetary integration; foreign exchange rate determination; balance of payment problems and international capital mobility; and international monetary institutions.

SUNY GEN ED-GSBS; NCC GEN ED-WESH, SBS

**Offered:** Spring

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 280 - History of Economic Thought

**Description:** General examination of ancient and medieval economic institutions with special emphasis on its modern relevance. Specific study of economic thought and practice of mercantilism, physiocrats, classical economics, 19th century socialist dissent, neoclassical and modern schools of economics and its contemporary significance. This study directs students' attention, whatever their field

of interest, to man's economic world and the forces that are shaping it.

SUNY GEN ED-n/a; NCC GEN ED-WESH, SBS

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 294 - Cooperative Education Internship

**Prerequisites:** ECO 207 and one other ECO or FIN course and permission of the instructor.

**Description:** (Dual listed with FIN 294) Supervised, practical experience at institutions such as commercial banks, thrift institutions, stock and bond brokerage houses, government agencies and firms employing economic practitioners that will provide students with situations in which they can apply concepts learned in previous Economics and Finance courses. Written reports demonstrating understanding of theory and its application will be an integral aspect of this course. Field experience and future career opportunities will be discussed in co-lateral, on-campus class. Prerequisite for this course is the completion of Economics 207 plus one other economics or finance course and permission of the instructor. Students must have, as a minimum, a 2.50 GPA to be enrolled in this internship course. Students who have completed ECO 490 will not receive credit for ECO 294.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 4

**Department:** Economics and Finance

### ECO 295 - Independent Study-Economics

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly ECO 699. Students who have completed ECO 699 will not receive credit for ECO 295.

**Credit Hours:** 3

**Department:** Economics and Finance

## Education

### EDU

#### EDU 101 - Applied Behavior Analysis: Field Experience I

**Prerequisites:** Permission of Chairperson.

**Description:** A systematic examination of facilities for the education of special education children. Emphasis is placed upon developing the student's understanding of applied behavior analysis, atypical vs. typical development, the analysis of human behavior and techniques for behavioral change, and developmentally appropriate curriculum. Field experience is designed to provide the student with opportunities for observation and participation

in public and private schools for a minimum of three hours a week. (3 lecture, 3 laboratory hours). Students who have taken SEV 101 will not receive credit for EDU 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Psychology

#### EDU 102 - Applied Behavior Analysis: Field Experience II: Practicum

**Prerequisites:** EDU 101 and permission of Chairperson.

**Description:** Supervised field experience in preschool-12th grade classes within both special and regular education classes for a minimum of 9 hrs. per week. Students will be required to demonstrate competence in developmentally age-appropriate curriculum and behavioral programs. Lecture is devoted to discussion of problems encountered on field experience. (1 lecture, 9 laboratory hours) Students who have taken SEV 102 will not receive credit for EDU 102.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Psychology

#### EDU 104 - Infants and Toddlers

**Description:** Will explore programs, curricula for the care of children ages 6 weeks through the second year who are in group care settings. Appropriate techniques for fostering the emotional, physical, social, and cognitive development of the very young will be examined. Field visits to infant and toddler programs will be required. Students who have taken SEV 104 or NED 106 will not receive credit for EDU 104.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Summer

**Credit Hours:** 3

**Department:** Psychology

#### EDU 105 - Introduction to Developmental Disabilities

**Description:** This course will provide an overview of developmental disabilities and the nature and needs of disabled people throughout the life cycle. Issues to be explored include definition of developmental disability, etiology, normalization, mainstreaming, and the role of the interdisciplinary team. Legal, ethical and cultural considerations will be emphasized as well as the impact of disabilities on the person affected, the family and the community. Students who have taken SEV 105 will not receive credit for EDU 105.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### EDU 206 - Educational Psychology

**Prerequisites:** PSY 203.

**Description:** (Dual listed with PSY 206)

This course is intended to provide knowledge and understanding of the major theories and findings of the science of Educational Psychology. The course includes a consideration of such topics as: research methods in educational psychology; the cognitive, personal, social and moral development of students; the impact of student diversity on teaching and learning; the principles and processes of learning; motivational concerns in education; classroom management; techniques of teaching; and methods of assessing student learning. Students who have taken PSY 206 will not receive credit for EDU 206.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### EDU 208 - Foundations of Education

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** This introductory course presents an overview of the historical, philosophical, sociological and pedagogical influences on American education. Prominent figures who have shaped education and Supreme Court cases that have influenced educational policy are examined. Major trends in contemporary education are analyzed with special focus on multicultural and inclusive education. Students who have taken PSY 208 will not receive credit for EDU 208.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### EDU 235 - Psychology of the Exceptional Child

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** Students who have taken PSY 235 will not receive credit for EDU 235. This course examines the psychological, learning and behavioral characteristics of each category of exceptionality. Students will be introduced to special education laws and their implications for identification, delivery systems, transition plans, and placement procedures. Field experience in a special education setting is required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

# Electrical Engineering Technology

## ELT

### ELT 103 - Elementary Engineering I

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodology of engineering design. The "design" aspect of the course consists of an introduction to computer integration (as it applies to the engineering profession), graphical techniques, and design oriented problems using analysis software. The objectives of the design section entail the generation of engineering related problems. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### ELT 110 - Technical Practices

**Description:** An introductory study of the technical practices employed in the electronics industry, with particular emphasis on the design and construction of metal chassis, printed circuit boards, proto boards, component identification and hand tool usage to be developed by the construction of technical projects. (Every student must complete the electronic projects for completion of the course. The proto board and projects will be used in other ELT courses when completed.) Approximate cost: \$80.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### ELT 112 - Resistive Circuits

**Description:** Pre or Concurrent Requisites: MAT 109.

An introductory resistive circuits course employing applied mathematics for circuit analysis. The fundamental concepts of current, voltage and resistance are the major components of the course. Ohm's law, Kirchhoff's laws, voltage division, current division, Thevenin's theorem, superposition, and mesh/node analysis are included as

methods of analyzing resistive circuit parameters. The laboratory segment of the course provides instruction on electronic measuring equipment and practical circuit investigations. Analog and digital multimeters, power supplies, function generators, and the oscilloscope are included. Laboratory fee applies.

SUNY GEN ED-n/a; NCC gen ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### ELT 113 - Electronics I

**Prerequisites:** ELT 112 and MAT 109

**Description:** Corequisite: ELT115

This course begins a sequence of two courses in electronics. Semiconductor physics is introduced with applications of the semiconductor diode to rectification, clipping and clamping. The junction transistor is studied with special regard given to biasing techniques, small and large signal amplification. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### ELT 115 - Reactive Circuits

**Prerequisites:** ELT 112.

**Description:** Steady state response of circuits containing resistive, capacitive, and inductive elements subject to sinusoidal excitation. Transient responses of these circuits subject to step or pulse excitation. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### ELT 203 - Automatic Control Theory II

**Description:** This course introduces the concepts of applied electronic instrumentation and automatic control. Computer analog and digital instrument circuits, and computer interface concepts are introduced during the course of study. The laboratory reinforces industrial instrumentation applications for DC control circuits using selected input/output devices. The introduction of open and closed loop position control systems (servo system, stepper motors, and robotic systems) is also included. (Each student is responsible for the implementation of an electronic control circuit project.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

*Department: Engineering/Physics/Tech*

### **ELT 213 - Electronics II**

**Prerequisites:** ELT 113.

**Description:** A continuation of ELT 113 beginning with a study of multi-stage amplifiers, Bode diagrams and the frequency response of amplifiers. The Operational Amplifier and its more common applications are considered in detail. Filters, electronic communication concepts and some special topics conclude the sequence. Students work in teams to implement and present an electronics project as part of their laboratory experience. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 4

*Department: Engineering/Physics/Tech*

### **ELT 214 - Digital I**

**Prerequisites:** ELT 112.

**Description:** An introduction to Boolean algebra, Karnaugh minimization and the analysis/design of digital networks including arithmetic circuits, counters, registers and memories. In addition, basic hardware items such as multivibrators, Schmitt triggers, and integrated circuits are analyzed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring, Summer

**Credit Hours:** 3

*Department: Engineering/Physics/Tech*

### **ELT 215 - Digital II**

**Prerequisites:** ELT 113, ELT 214.

**Corequisites:** ELT 217.

**Description:** Introduction to pulse analysis (integrators and differentiators) as well as transistor switch, bistable, monostable, integrated circuits (DTL, TTL, ECL, MOS, CMOS, HMOS, VMOS, CCD) LSI (dynamic shift register, memory-ROM, RAM) CP AMF and Modems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

*Department: Engineering/Physics/Tech*

### **ELT 217 - Lab in Digital Electronics**

**Prerequisites:** ELT 214.

**Corequisites:** ELT 215

**Description:** Examination of basic logic components such as gates, counters, clocks, registers, and computing elements by constructing and monitoring complex digital systems. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 1

*Department: Engineering/Physics/Tech*

### **ELT 220 - Advanced Topics in Digital Technology**

**Prerequisites:** ELT 215 or permission of Department Chairperson.

**Description:** Theory and operation of microprocessors and peripherals, industrial and control systems applications of digital technology, machine and assembly language programming. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 4

*Department: Engineering/Physics/Tech*

### **ELT 240 - Electronic Communication**

**Prerequisites:** ELT 213.

**Description:** This course deals with the methods and signals used to electronically transmit and receive information. Topics include a study of continuous modulation techniques such as AM, FM, PM, as well as a variety of Pulse Modulations methods. Included are selected topics in electronic communication systems and their controls. Students receive hands-on experience in the laboratory and a working knowledge of the basic bench instrumentation commonly used within the communications industry, including signal generators, modulators, oscilloscopes and spectrum analyzers. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 4

*Department: Engineering/Physics/Tech*

### **ELT 295 - Independent Study-Electrical Engineering Technology**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly ELT 699. Students who have completed ELT 699 will not receive credit for ELT 295.

**Credit Hours:** 3

*Department: Engineering/Physics/Tech*

## English

### ENG

#### **ENG 001 - College Preparatory English**

**Description:** This course provides intense instruction in small classes to enable underprepared students to meet the demands of college-level writing. Specifically, students

practice basic writing skills in preparation for the requirements of ENG 101 (See catalog description of ENG 101.) ENG 001 curriculum is designed to teach writing as a process encompassing pre-writing exercises, drafting, revising, and editing, but it is also provides review and instruction in basic grammar, punctuation, sentence boundaries and structural and developmental issues related to basic composition. Freshmen assigned to ENG 001 must pass it before enrolling in ENG 101. ENG 001 is a pass/fail course with no withdrawals allowed. (Students with a foreign language background are referred to the descriptions below of ENG 030. Additionally, ESL sections of ENG 001 are offered to students in need of focused language acquisition work in writing.) (3 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 0

*Department: English*

#### **ENG 030 - English as a Second Language (ESL Writing III)**

**Prerequisites:** Placement by Department.

**Description:** This course prepares students for ENG 101. Advanced language skills and flexibility with advanced sentence structures, vocabulary, and idiomatic expressions are stressed so that students develop correct, clear, and coherent self-expression. Students practice a variety of essay structures with a focus on presenting a point of view and supporting it with evidence. By the end of the semester, students are expected to write developed, coherent essays and to substantively revise, proofread, and edit their work. The course is also designed to develop in students the skills that enable them to interpret and analyze texts.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 0

*Department: English*

#### **ENG 100 - Enhanced Composition I**

**Prerequisites:** Score on the Placement essay of 5.5 or placement by Department.

**Description:** This course is equivalent to ENG 101, the first credit-bearing course in composition. ENG 100, created for underprepared students with marginal writing skills offers an extra hour for necessary developmental writing instruction and individualized support toward the creation of college-level essays. Exactly as does ENG 101, the course prepares students to produce clear, well-developed, well organized, grammatically correct writing. The curriculum is designed to give students guided practice in pre-writing, drafting,

revising, and editing essays, with the addition of time for review and instruction in basic grammar, punctuation, sentence boundaries and structural and developmental issues related to basic composition. The course is also designed to develop skills that enable students to interpret and analyze published texts. In addition to readings assigned in class, students respond to texts they locate themselves through research and write at least one documented or research essay. Students who take ENG 100 do not take ENG 001 or ENG 101. Success in ENG 100 indicates movement to ENG 102, the next course in the composition sequence. Students who have completed ENG 100 will not receive credit for ENG 101.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 101 - Composition I**

**Prerequisites:** ENG 001, ENG 030 or placement by Department, RDG 001, concurrent enrollment in RDG 030 or placement by Department.

**Description:** This course prepares students to produce clear, well-developed, well-organized, grammatically correct writing. The curriculum is designed to give students guided practice in drafting, revising, and editing essays. The course is also designed to develop the skills that enable students to interpret and analyze published texts. In addition to readings assigned in class, students respond to texts they locate themselves through research and write at least one documented or research essay. Students who have completed ENG 100 will not receive credit for ENG 101.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 102 - Composition II**

**Prerequisites:** ENG 100 or ENG 101.

**Description:** This course is an introduction to writing about literature. The course is designed for students to practice close reading and organizing evidence to support their written interpretation and analysis of literary texts. The course offers students continued practice in drafting, revising, and editing essays. A primary goal for students is to produce clear, well-developed, well-organized, grammatical writing. For at least one essay, students use research materials.

SUNY GEN ED-GBCM, GHUM; NCC GEN ED-COMP, HUM

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 103 - Writing in the Sciences**

**Prerequisites:** ENG 100 or ENG 101 or ENG 108.

**Description:** This course is an analytical and writing intensive approach to the development of college-level writing in the sciences. The curriculum gives students practice in drafting, revising, and editing their writing; in using clear, succinct, standard English in expository, analytical, and practical writing assignments. Students analyze and interpret published texts in the sciences. Typical assignments include lab reports, abstracts, and reviews of research. At least one assignment requires student research. SUNY GEN ED-GHUM, GBCM; NCC GEN ED-COMP, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 105 - Grammar: Structure and Strategy**

**Prerequisites:** ENG 100 or ENG 101 or ENG 108.

**Description:** This course is for students interested in improving their ability to write academic and professional English. It focuses on vocabulary, grammar, and punctuation at the sentence and paragraph levels. Students will study grammar, not only through rules and textual models, but also in the context and practice of their own writing and editing. SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 108 - The Craft of Composition / Honors English I**

**Prerequisites:** By invitation only.

**Description:** This course centers on the study of rhetorical form-narration, description, classification, process analysis, definition, comparison/contrast, cause/effect and problem/solution-and uses the essay form as its method of investigation. The course is designed to give students a critical awareness of language and to teach language techniques through extensive readings. This course fulfills the college requirement for the first semester of English composition.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 109 - The Art of Analysis / Honors English II**

**Prerequisites:** ENG 108 and/or by invitation.

**Description:** The second half of Honors English integrates literature-the introduction of poetry, fiction and drama- with further instruction in expository writing. The emphasis is on analyzing literature as a way of developing personal style. The course includes extensive readings of major literary figures whose works are the heritage of educated people. The course fulfills the College requirement for the second semester of English composition.

SUNY GEN ED-GBCM, SUNY GEN ED-GHUM, NCC GEN ED-COMP, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 111 - Technical Writing**

**Prerequisites:** Completion of the composition requirement in the student's major.

**Description:** This course examines the principles of technical writing and enables students to learn writing skills required in the technical job market. Style, strategy, and format in published samples of workplace writing are analyzed. Student writings include reports, proposals, memos, outlines, and abstracts. Regular attention is paid to grammar and techniques of revision.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 115 - Creative Writing**

**Prerequisites:** ENG 102 or ENG 109

**Description:** This course, conducted as a workshop, is for students interested in exploring their writing style within the basic imaginative genres: fiction, creative non-fiction, poetry, and script writing. Students will read and analyze literary models and then focus on their own writing, partaking in peer revision. Students are expected to complete one of the following: attend a literary reading; submit to or work on the student literary magazine Luna; participate in an activity sponsored by the Creative Writing Club or Creative Writing Project. Formerly ENG 313. Students who have completed ENG 313 will not receive credit for ENG 115.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** English

### ENG 116 - Play & Screen Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, is for students interested in exploring the craft of writing for the stage and screen. Students will read and analyze classic and contemporary dramas and then focus on their own scripts, partaking in peer revision. Students are expected to complete one of the following: attend a literary reading; submit to or work in the student literary magazine *Luna*; participate in an activity sponsored by the Creative Writing Club. Formerly ENG 316. Students who have completed ENG 316 will not receive credit for ENG 116.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Spring

**Credit Hours:** 3

**Department:** English

### ENG 117 - Fiction Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, is for students who are interested in exploring fiction writing and discovering unique voices as storytellers. Students will read and analyze literary models to explore narrative techniques and then produce their own writing, partaking in peer revision. Students are expected to complete one of the following: attend a literary reading; submit to or work on the student literary magazine *Luna*; participate in an activity sponsored by the Creative Writing Club or Creative Writing Project. Formerly ENG 317. Students who have completed ENG 317 will not receive credit for ENG 117.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Fall

**Credit Hours:** 3

**Department:** English

### ENG 118 - Poetry Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, is for students interested in exploring the craft of poetry. Students will read and analyze classic and contemporary poems and then craft their own property, partaking in peer revision. Students are expected to complete one of the following: attend a literary reading; submit to or work on the student literary magazine *Luna*; participate

in an activity sponsored by the Creative Writing Club. Formerly ENG 318. Students who have completed ENG 318 will not receive credit for ENG 118.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

**Offered:** Spring

**Credit Hours:** 3

**Department:** English

### ENG 120 - Creative Nonfiction Writing

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course, conducted as a workshop, will enable students to explore a fourth writing genre: creative nonfiction. Student writers will utilize traditional literary techniques, such as point of view, dialogue, characterization, scene construction, and aesthetics to translate life experiences into compelling pieces of literature. Students will read and analyze nonfiction literary models, attempting to emulate the samples in their own writing. *Students are expected to complete one of the following: attend a literary reading; submit to or work on the student literary magazine Luna; participate in an activity sponsored by the Creative Writing Club or Creative Writing Project.*

SUNY GEN ED-GART, NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 203 - Early American Literature to 1865

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course studies American literature through 1865. It examines the creation and emergence of American culture by engaging indigenous texts and colonial literatures (some in translation), Revolutionary Era writers, and early National writers, including some texts by former slaves. Some representative authors are: Bradford, Winthrop, Wheatley, Franklin, Irving, Poe, Douglass, Emerson, Fuller, Hawthorne. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 204 - Modern American Literature from 1865 to Present

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course studies evolving notions of the American individual and

American society since the Civil War. Attention is paid to important literary texts and authors, significant historical and political events, and artistic innovations and movements. Writers studied include authors such as: Dickinson, Whitman, Twain, Wharton, Washington, DuBois, Eliot, Hemingway, Faulkner, Ellison, Baldwin, Plath, Rich, Alexie and others. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 205 - Early English British Literature to 1800

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students are introduced to major English writers in Britain from the Anglo-Saxon period to the 18th century. Themes, ideas and literary form of literary works are examined with the aims of appreciating the aesthetics and understanding the historical background. Literature is examined as both a product of its time and as influential force in society. Representative writers include: Chaucer, Shakespeare, Milton, Defoe, Swift, and Pope. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 206 - Modern British Literature from 1800 to 1950

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students are introduced to major British writers from the late 18th century to the mid Twentieth century, roughly 1950. Writers such as Wordsworth, Arnold, Dickens, Woolf, Eliot, Yeats, and Du Maurier are studied. Each work is read both for understanding of its aesthetic form and for its relationship to the events and ideas of its historical time. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 207 - African American Literature I

**Prerequisites:** ENG 100 or ENG 101 and ENG 102 or ENG 109

**Description:** (Dual listed with AFR 130)

This course covers development of African American literature from early slave narratives and folklore following the advent of the trans-Atlantic slave trade through the Revolutionary, pre- and post-Civil War periods, to the major literary flowering of the 1920s Harlem Renaissance. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 208 - African American Literature II**

**Prerequisites:** AFR 130 or ENG 207 or permission of the African Studies Department.

**Description:** (Dual listed with AFR 131) The course examines the ideas, themes, and aesthetics in literature by African Americans from the 1930s to the present. Diverse writers such as Dorothy West, Malcolm X, Ralph Ellison, James Baldwin, Gwendolyn Brooks, Robert Hayden, Alice Walker, Tony Morrison, and Walter Mosely are read. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 209 - Modern Irish Literature**

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines outstanding works by major writers such as Yeats, Joyce, Shaw, O'Casey, O'Connor, Behan, and Beckett and their cultural background in relation to the Irish literary tradition. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 215 - Journalism**

**Prerequisites:** ENG 100 or ENG 101 or ENG 108.

**Description:** The course examines the principles and practices of journalism and the media's role in a democratic society. The course introduces students to basic reporting and newswriting skills, including interviewing, researching, and fact-checking. Students produce texts representing multiple genres of journalism, including hard news, features, profiles, critical reviews, cultural commentary, blogs, and op-ed articles. Students are

introduced to the changes in journalism that have occurred due to the internet revolution. SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 216 - Autobiographical Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course is a study of autobiographical literature, including, but not limited to, traditional autobiography, memoir, travel writing, and the personal essay. Students will read and examine representational pieces of autobiographical writing in order to assess how authors characterize themselves, their life choices, and their views of the world through prose. Writing is an integral component of the course. Students who have taken ENG 217 are discouraged from taking this course.

SUNY GEN ED-n/a; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 219 - Jewish Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course introduces the range and diversity of Jewish writing from Biblical-era commentary to present-day texts. It enables students to appreciate literary development in relation to modern Jewish thought, culture, and creativity. The course includes works written in English and translations from Western and non-Western Jewish Literatures. Writing is an integral component of the course, as is the use of other media, including art, music, and film. SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM, LIT, PLDI, WESH,

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 220 - Mythology and Folklore**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course is a study of the mythological roots of literatures such as Greek, Roman, Indian, African, and Chinese mythology, tales from the Bible, and folk material such as ballads, fables, and proverbs. Myths and symbols are traced from their early sources through the 21st century. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, LIT

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 221 - Modern American Novel**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Selected modern and contemporary authors such as Dreiser, Fitzgerald, Dos Passos, Baldwin, Wright, Welty, Morrison, Bellow, Hussein, Oates, and Erdrich are studied in relation to the historical and intellectual background of their times. Writing is an integral component of the course. Formerly ENG 305. Students who have completed ENG 305 will not receive credit for ENG 221.

SUNY GEN ED-GHUM; NCC GEN ED-PLDI, HUM, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 222 - Latin American Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** (Dual listed with LAS 222) This course introduces students to the range of literary traditions that comprise the literatures of Latin America. It examines literary productions in specific cultural and historical contexts. Most literary works are translated into English from Spanish or Portuguese; a few may be from indigenous languages, French, or Haitian creole. Representative countries include: the North American nation of Mexico, Central American nations such as Nicaragua, El Salvador, and Guatemala; Caribbean nations such as Cuba and Puerto Rico; and many South American nations such as Argentina, Colombia, Brazil, Chile, and Uruguay. Writing is an integral component of the course. This course may not be used for foreign language credit.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 223 - Masterworks of Literature I**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students read selected masterpieces of world literature before 1500 C.E., such as, but not limited to, *The Illiad*, *The Odyssey*, the *Torah*, the *Koran*, the *Ramayana*, the *Divine Comedy*, *Canterbury Tales*, the *Tale of Genji*, and dramatic works by *Shakespeare*. Formerly ENG 311. Students who have completed ENG 311 will not receive credit for ENG 223.

SUNY GEN ED-GHUM; NCC GEN ED-LIT, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 224 - Masterworks of Literature II**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students read selected masterpieces of world literature written after 1500 C.E.; such as *Paradise Lost*, *The Dream of the Red Chamber*, *Madame Bovary*, *Crime and Punishment*, *A Hundred Years of Solitude*, *The Stranger*, and *Things Fall Apart*. Writing is an integral component of the course. Formerly ENG 312. Students who have completed ENG 312 will not receive credit for ENG 224.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 225 - Introduction to Linguistics and Semantics I**

**Prerequisites:** ENG 100 or ENG 101 or ENG 108.

**Description:** This course is a study of basic aspects of language (e.g., phonetics, phonology, morphology, semantics) as well as language in its social context (e.g. ethnic, regional, social, and gender differences). SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: English*

### **ENG 226 - Introduction to Linguistics and Semantics II**

**Prerequisites:** ENG 100 or ENG 101 or ENG 108.

**Description:** This course examines grammatical systems and linguistic theory with primary emphasis upon first and second language acquisition.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 227 - South Asian Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course will introduce students to the diverse literatures of South Asia. It will provide an understanding of the

literary and cultural traditions of the sub-continent: classical, Islamic, European, and postcolonial. This course will include texts in English and in translation from such countries as India, Pakistan, Bangladesh, Nepal, Sri Lanka, and Tibet. Writing is an integral component of this course.

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 228 - Asian American Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines literature by writers of Asian ancestry living in the United States, from the early 1900s to the present. It explores the historical, social and cultural contexts of the literary works. The varied ethnic groups include: Chinese American, Japanese American, Filipino American, Korean American, Vietnamese American, Indian and Pakistani American. Some representative authors are: Carlos Bulosan, John Okada, Maxine Hong Kingston, Bharati Mukherjee, and Amy Tan. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-PLDI, HUM, LIT

*Offered: Fall*

*Credit Hours: 3*

*Department: English*

### **ENG 229 - Native American Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines narrative styles and themes in Native American literature, and focuses on its embodiment of traditional American Indian concepts of time, space, history, spirit, body, and community. How Native American literature adapts oral literature and its traditions to the requirements of written literature is central to the course. It also studies myth, pastiche, and humor as literary modes employed to challenge stereotypical depictions of "the Indian" in dominant Western culture. Authors include: N. Scott Momaday, Leslie Marmon Silko, Louise Erdrich, Greg Sarris, Sherman Alexie, James Welch and Paula Gunn Allen. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 230 - Modern British & American Drama**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This survey of British and American drama from the 20th century to the present encompasses a variety of aesthetic, political, and philosophical interests: social Darwinism, Freudian psychology, existentialism, the theatre of the absurd, minimalism, feminism, and the perspectives of Civil Rights' Movements. Representative playwrights might include Eugene O'Neill, Langston Hughes, Samuel Becket, Harol Pinter, Tom Stoppard, Luis Valdez, Adrienne Kennedy, and August Wilson. Formerly ENG 309. Students who have completed ENG 309 will not receive credit for ENG 230.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall*

*Credit Hours: 3*

*Department: English*

### **ENG 231 - Mystery and Detective Fiction**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** The course offers a historical survey of mystery and detective fiction as well as of the various subcategories of the genre (e.g. the classic mystery, the noir mystery and contemporary realistic fiction). Short story, novel length and cinematic representatives of the genre may be included. Representative authors include: Poe, Doyle, Christie, Chandler, Grafton, Mosley, and Hillerman. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 232 - Studies in Children Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course is a study of children's literature as it responds to children's aesthetic as well as developmental needs. A variety of prose and poetic genres are examined, including fables, fairy tales, fantasy, and others. Writing is an integral component of the course. Formerly ENG 314. Students who have completed ENG 314 will not receive credit for ENG 232.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring, Summer*



**Credit Hours:** 3

**Department:** English

### ENG 233 - Studies in Science Fiction

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines both historical and thematic aspects of the wide-ranging science fiction genre. Fantastic representations of social, political, technological, and environmental issues are considered. Writers such as Wells, Heinlein, Lessing, LeGuin, Atwood, Delany, and Butler are studied. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 236 - The Literature of the Bible

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course is a study of the Bible in English translation: its narrative and poetry, as well as its literary and historical meaning. Examined as a literary text, the Bible is read in light of its significant contributions to our culture. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Spring

**Credit Hours:** 3

**Department:** English

### ENG 243 - GLBTQ Literature

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Through the study of selected literary works, this course provides a background in gay, lesbian, bisexual, and transgender theory and examines 20th century classification of people into these categories of "queer" or "straight." Selections from classical Greece to present day literature, with emphasis on their historical context, will present issues about the definition, experience, and acceptance of lesbian, gay, bisexual, and transgender people. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 247 - Women in Literature

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines images of women from various feminist, historical, and cultural studies perspectives. The course observes how literary works may reflect or resist stereotypes and gender norms. While literature from different time periods and cultures is analyzed and studied comparatively, emphasis is given to feminist expressions in the twentieth and twenty-first centuries. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

**Offered:** Fall

**Credit Hours:** 3

**Department:** English

### ENG 248 - Women Writers

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students explore the variety of literature written by women from various cultures. The course analyzes the point of view and the changing status of the woman writer in contemporary times. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

**Offered:** Spring

**Credit Hours:** 3

**Department:** English

### ENG 251 - Film and Literature

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines narrative conventions used in both literature and film as well as what is unique to each art. Students study concepts including characterization, narrative, genre, form, symbolism and convention in both media. Content, themes, and film production are studied in historical context. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 252 - Shakespeare on Stage & Page

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** (Dual listed with THR 252) This interdisciplinary course, team-taught by members of the English and Theatre Departments, offers a performance-oriented view of Shakespeare's plays. Students see films and videotapes as well as perform segments of the plays in class. Writing is an integral component of the course. Formerly ENG 300.

Students who have completed ENG 300 will not receive credit for ENG 252.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Spring

**Credit Hours:** 3

**Department:** English

### ENG 253 - Shakespeare Comedies & Histories

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This survey course teaches how to read Shakespeare's comedies and histories by exploring the character, theme, imagery, poetic techniques, and the evolving conventions of Elizabethan drama in plays such as *A Midsummer's Night's Dream*, *Twelfth Night*, *The Tempest*, *Richard II*, *Henry IV and Richard III*. Attention will be paid to influences of the Elizabethan Era on Shakespeare drama, and, of course, Shakespeare's role in creating this new "modern" era of drama. Writing is an integral component of the course. Formerly ENG 301. Students who have completed ENG 301 will not receive credit for ENG 253.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Fall

**Credit Hours:** 3

**Department:** English

### ENG 254 - Shakespeare Tragedies

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This survey teaches how to read Shakespeare's tragedies. Students explore Shakespeare's use of dramatic conventions such as the tragic hero, imagery, theme, and poetic/linguistic techniques in plays such as *Macbeth*, *King Lear*, *Romeo and Juliet*, *Caesar*, *Othello*, and *Hamlet*. Attention will be paid to influences of the Elizabethan Era on Shakespeare's work and Shakespeare's influence on Elizabethan drama. Writing is an integral component of the course. Formerly ENG 302. Students who have completed ENG 302 will not receive credit for ENG 254.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 261 - Literature of the Holocaust

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course introduces students to the response of creative writers to the Nazi plan to destroy European Jewry between

1933 and 1945. Students read an international spectrum of writers and are introduced to the diversity of literary styles writers use to examine and convey the consequences of genocide. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 263 - The Modern American Short Story**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students study short stories by U.S. authors from the nineteenth century to the present. Stories are read with attention to historical and literary influences, and students closely study authors' use of elements such as plot, characterization, point of view, linguistic choices such as diction and figurative language, setting, and theme. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 265 - Modern American Poetry**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course studies the diversity of American poetry from the 19th century to contemporary times. Analysis of the texts with reference to historical, cultural, artistic and contemporary trends and ideas is emphasized. Writers to be studied include, but are not limited to Whitman, Dickinson, Frost, Eliot, Hughes, Bishop, Lowell, Rich, Plath, Cummings, Ashberry, Harper and Clifton. Writing is an integral component of this course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: English*

### **ENG 267 - Satire**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines how satire is used to comment on human behavior and critique society. Representative authors include classics such as Aesop, Juvenal, Jonathon Swift, and Mark Twain as well as twentieth and twenty-first century authors such as Joseph Heller, Dorothy Parker, Dick Gregory, and

Steven Colbert. Some media sources are studied.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall*

*Credit Hours: 3*

*Department: English*

### **ENG 271 - Psychoanalytic Approaches to Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** Students read and analyze the impact of psychoanalytical theory on works of literature, focusing on issues such as human consciousness and behavior. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 281 - Nature in Literature**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines literature that considers the relationship between human beings and the natural world. It includes works that focus on conservation and ecology. It also explores how science relates to literary art. Representative selections include the Bible, medieval poetry and plays, pastoral poetry, plays by Shakespeare, and such writers as Gilbert White, Mary Shelley, Ralph Waldo Emerson, Charles Darwin, Henry David Thoreau, Thomas Hardy, Isak Dinesen, Farley Mowat, Edward Abbey, Annie Dillard, Barry Lopez, Leslie Mamon Silko, and Linda Hogan. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

### **ENG 294 - Cooperative Education Internship**

**Prerequisites:** One of the following: ENG 111, ENG 200, ENG 215, ENG 216, or ENG 115 and permission of the Department Chair.

**Description:** By matching internships with pertinent class work in English, students will study the connection between the practical experience in the workplace with the theoretical concepts explored in the appropriate classroom setting. Occupational titles for which internships are appropriate may include Fact Finder, Copy Editor, Reporter, Photo Caption Editor, Columnist, Production Manager, and Report Writer. Formerly ENG

490. Students who have completed ENG 490 will not receive credit for ENG 294.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Credit Hours: 4*

*Department: English*

### **ENG 295 - Independent Study-English**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly ENG 699. Students who have completed ENG 699 will not receive credit for ENG 295.

*Credit Hours: 3*

*Department: English*

### **ENG 298 - Comedy: Theory and Development**

**Prerequisites:** ENG 102 or ENG 103 or ENG 109.

**Description:** This course examines comedic genres such as farce and parody and emphasizes their historical development in works from various cultures. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: English*

## **Engineering Science**

### **ENS**

#### **ENS 101 - Graphics**

**Description:** Graphical techniques of design utilizing instrument drawing and free hand sketching are introduced. Principles of projection, isometrics, sections, auxiliary views, as well as floor plans and elevations are used as examples.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Engineering/Physics/Tech*

#### **ENS 103 - Elementary Engineering I**

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodology of engineering design. The "design" aspect of the course consists of an introduction to computer programming (as it applies to the engineering profession), graphical techniques, and design oriented problems. The objectives of the design section entail the generation of engineering related

problems. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Engineering/Physics/Tech*

### **ENS 104 - Computational Methods in Engineering**

**Prerequisites:** MAT 122, PHY 122 or permission of instructor.

**Corequisites:** PHY 122 This is a second-semester course in computational methods.

This course is intended for students in engineering and applied science. Emphasis is placed on solving engineering related problems through the use of current industry accepted high level programming languages. Analytical as well as approximate solutions are stressed in this course. Students are expected to spend additional time outside of the classroom to complete class assignments and projects. (1 lecture, 3 laboratory hours) Laboratory fee applies.

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Engineering/Physics/Tech*

### **ENS 105 - Introduction to CAD**

**Description:** An introduction to computer-aided drafting (CAD) designed to acquaint the student with the fundamental nature of computer-aided design and basic operational commands. Students will learn how to use a current version of AutoCAD to prepare two-dimensional drawings for architecture, interior design, engineering and construction management. (1 lecture, 3 laboratory hours) SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 2*

*Department: Engineering/Physics/Tech*

### **ENS 106 - Computer Aided Drafting**

**Description:** equisites: ENS 101. The student will develop mastery of producing general engineering-related drawings using AutoCAD drafting package and solid modeling using Autoshade color rendering package on a personal computer. The student will learn to apply AutoCAD commands to produce two dimensional drawings. Advanced AutoCAD techniques will be explored and used to produce three dimensional drawings. Students will learn to apply shading and coloring techniques using Autoshade in their drawings. (3 laboratory hours) SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 1*

*Department: Engineering/Physics/Tech*

### **ENS 205 - Statics**

**Prerequisites:** MAT 122, PHY 122.

**Description:** Introduction to applied vector algebra, force systems, equilibrium. Analysis of structures and machines. Friction, centroids, and moment of inertia.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring, Summer*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **ENS 206 - Dynamics**

**Prerequisites:** ENS 205, PHY 122.

**Description:** Kinematics of a particle, relative velocities and acceleration, moving coordinate systems, dynamics of a particle, dynamics for systems of particles, kinematics and kinetics of rigid bodies. Euler's Equations, work-energy and impulse-momentum techniques, and introduction to vibrations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Summer*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **ENS 207 - Mechanics of Materials**

**Prerequisites:** ENS 205.

**Description:** Introduction to mechanics of materials stress and strain, stress-strain-temperature relations, torsion, bending, deflection, stability, buckling. Computer methods in structural analysis.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **ENS 225 - Engineering Circuit Analysis I**

**Prerequisites:** MAT 123.

**Description:** Introduction to circuit analysis consisting of free and forced response of simple networks and various methods of analysis, frequency variation and resonance, complex frequency variable, two-part networks, transformers, computer solutions (analog and digital), Fourier series, Laplace transform and transform networks. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **ENS 226 - Engineering Circuit Analysis II**

**Prerequisites:** ENS 225.

**Description:** Corequisites: MAT 234 A continuation of ENS 225. Topics include complex frequency response; parallel, series, and other resonance forms; magnetically coupled circuits; one and two-part networks; and Fourier analysis. The transient response of the RLC circuit to the step input will be covered by classical means. Laplace transforms will be introduced and applied toward the transfer functions H(s) and the complete response. The laboratory will include AC models of active circuit elements. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **ENS 230 - Engineering Thermodynamics**

**Prerequisites:** MAT 123 and PHY 123.

**Description:** A first course in engineering thermodynamics, introducing fundamental thermodynamic variables, properties of pure substances and energy relationships. Analysis of open and closed systems based on the classical laws of thermodynamics; concepts of reversibility and entropy; power cycles and engines. A term project requiring the detailed analysis of power cycles will be assigned to each student. Knowledge of at least one high level programming language or simulation software is highly desirable.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **ENS 295 - Independent Study- Engineering Science**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly ENS 699. Students who have completed ENS 699 will not receive credit for ENS 295.

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

## **Environmental Sciences**

### **ENV**

#### **ENV 101 - Introduction to Environmental Science**

**Description:** Some Saturday field trips may be required of evening students. This course offers an introduction to the basic principles of ecology, population and food production

problems. The course also examines the basic principles concerning air and water pollution. Laboratory exercises are designed to measure the local air and water quality. The modes of detection and prevention of environmental pollution will be investigated and discussed. Field trips and laboratory exercises are a required part of the course. Students must provide their own transportation to and from the field trip sites. (3 lecture, 3 laboratory hours) Lab fee applies. Formerly SCI 109. Students who have completed SCI 109 will not receive credit for ENV 101.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
*Offered: Fall, Spring, Summer*

**Credit Hours: 4**

*Department: Physical Sciences*

### **ENV 102 - Introduction to Environmental Resources, Energy & Pollution**

**Prerequisites:** ENV101 is recommended but not required.

**Description:** The course involves the investigation of current problems in our environment. The areas which will be discussed will be the problems of solid waste and various methods of its disposal; the effects of pollutants from present and future energy sources; noise pollution and the effects of radiation on people and the environment. Field trips and laboratory exercises are a required part of the course. Students must provide their own transportation to and from the field trip sites. (3 lecture, 3 laboratory hours) Lab fee applies. Formerly SCI 110. Students who have completed SCI 110 will not receive credit for ENV 102.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
*Offered: Fall, Spring, Summer*

**Credit Hours: 4**

*Department: Physical Sciences*

### **ENV 103 - Mapping the Environment using GPS & GIS**

**Description:** This beginning level course is designed to introduce non-science as well as science oriented students, to the latest concepts and technologies in mapping science. The course covers the theories and concepts of Global Positioning Systems (GPS) and Geographic Information Systems (GIS). Students acquire a fundamental hands-on understanding of the technologies and systems used in the GIS field. The course will include problem solving activities through laboratory and field work. Off-campus field trips are required. Laboratory fee applies. Formerly SCI 150. Students who have completed SCI 150 will not receive credit for ENV 103.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
*Offered: Fall, Winterim, Spring*

**Credit Hours: 4**

*Department: Physical Sciences*

### **ENV 104 - Field Exploration of Environmental Issues around Metro NY**

**Prerequisites:** Permission of Instructor.

**Description:** This is a limited enrollment course that runs during select intersessions for a period of 10 days. Special fees for transportation are required. This course is an intensive investigation of the current environmental problems facing society using the greater metropolitan area of New York as the focal point. Students will receive firsthand experience with current environmental problems through field trip observations and surveys. Problems dealing with the physical treatment of oil spills, the scientific formulation of environmental impact statements, and the effects of heavy industry on air quality will be some of the issues under consideration. The field trips and laboratory activities will be designed to reinforce the topics discussed during lecture. Formerly SCI 120. Students who have completed SCI 120 will not receive credit for ENV 104.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
*Offered: May Special*

**Credit Hours: 4**

*Department: Physical Sciences*

### **ENV 105 - Environmental Safety & Health**

**Description:** This course is designed for anyone interested in understanding what constitutes a safe and healthy environment. The course first discusses the methodologies that enable one to understand why and how exposure to various hazards, to which persons may be exposed to at home, outside and in the work environment, are dangerous. Along with a general understanding of the hazards, the course presents basic concepts and methods used to recognize, evaluate, control and mitigate these hazards. Some of the hazards that will be explored are food safety, herbicides, radiation, indoor/outdoor air pollution (including carbon monoxide and cleaning products), noise pollution, transportation, water quality, pesticides, dangers facing children along with both solid and hazardous waste. The concept of sustainability is introduced and becomes a central theme is discussing the mitigation of various hazards. Some of the regulations promulgated by authorities will be considered including how one can use MSDS (Safety Data Sheets) documentation to learn about the dangers presented by various materials we use in everyday life. Some of the basic course concepts as well as the fundamental skills of critical thinking and problem solving

will be taught using active learning exercises. Additionally the course provides students with an opportunity to research topics of special interest to them. Formerly SCI 209. Students who have completed SCI 209 will not receive credit for ENV 105.

SUNY GEN ED-n/a; NCC GEN ED-ASC, NSCI.

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours: 3**

*Department: Physical Sciences*

## **EXS**

### **EXS 193 - Introduction to Exercise Science**

**Prerequisites:** HED202 and AHS131. May be taken concurrently.

**Description:** Students will be introduced to a variety of topics within exercise science and their impact on health and fitness. This introductory course will cover cardio vascular and musculoskeletal fitness principles, diseases process, energy systems, and current research in the field. Physiologic adaptation to exercise and the impact of inactivity are discussed in depth. Opportunities for employment and career options will be explored.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours: 3**

*Department: Health/Physical Ed/Recreation*

### **EXS 194 - Fitness Assessment**

**Prerequisites:** HED 202 May be taken concurrently.

**Description:** This course prepares students to administer a series of resting and active fitness assessments and screenings. Exercise prescriptions are made based on measurements and evaluation of athletic performance and personal health. The focus is on proper technique and participant safety.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours: 3**

*Department: Health/Physical Ed/Recreation*

## **Fashion**

## **Buying and Merchandising**

### **FBM**

#### **FBM 110 - Fashion Advertising and Promotion**

**Description:** This course introduces the various principles and methods of advertising and promotion used by producers, manufacturers, designers, and retailers in the

fashion industry. Students will analyze how marketing objectives and strategies influence advertising and other forms of promotion. Students will prepare an advertising campaign while utilizing their acquired skills.  
SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 120 - Introduction to the Fashion Industry**

**Description:** This course provides an introduction to all aspects of the fashion industry: its history and current designer trends; textile and apparel production-how products are created, priced and promoted to the trade and the consumer; retail concepts; and the impact of globalization on the industry.  
SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 121 - Introduction to Menswear**

**Description:** A course introducing students to the specialized marketing practices used by domestic and foreign menswear manufacturers and distributors. Students analyze the development of lines of menswear merchandise, from design to consumer purchase. Included is an in-depth study of design, production, sales, merchandising, and promotion techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 125 - Introduction to Import Buying**

**Description:** Introduction to Import Buying provides students with an opportunity to learn about the rationale, problems, and opportunities of importing merchandise from various markets throughout the world. Included in the course of study will be the necessary preparatory practices, relevant import/export terminology, and governmental legislation and regulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 130 - Fashion and Home Accessories**

**Description:** Construction, quality and product features of leather, shoes, gloves, furs, jewelry, dinnerware, glassware, silverware and cosmetics are studied. The care, selection, promotion, and sales of these non-textiles are evaluated according to government regulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 140 - Introduction to Interior Design**

**Description:** A survey course exploring the various periods of furniture design with emphasis on complete room planning. Decorative arts studied include color and design, fabrics, window treatments, accessories, arrangements and harmony. Career opportunities in the home fashion field are emphasized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 142 - Fashion Buying and Merchandising Field Training**

**Prerequisites:** Permission of Department Chairperson.

**Description:** Students intern with fashion buying and merchandising firms to enrich the theoretical concepts previously learned in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 150 - Fashion Coordination and Publicity**

**Description:** The course presents the coordination of the merchandising of fashion through coordination and publicity. The activities of the fashion office are examined to show influences of wholesale and retail markets on the selling and promotion of fashion.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 160 - Seminar in Contemporary Fashion Buying and Merchandising**

**Description:** Merchandise students visit the market and attend seminars with representatives from the Fashion and Merchandising field. Students apply basic principles to the solutions of typical problems in Fashion and Retailing. Additionally, the dynamic skills of human resource management are developed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **FBM 295 - Independent Study-Fashion/Buying/Merchandising**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly FBM 699. Students who have completed FBM 699 will not receive credit for FBM 295.

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Finance

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### FIN

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#### **FIN 110 - Personal Finance**

**Description:** (Dual listed with ECO 110) Personal Finance prepares students to manage their current and future financial affairs. Topics to be covered include: financial planning, saving and credit, insurance, government transfers, home buying, stocks, bonds, mutual funds, and estate planning. This is a practical and sophisticated course intended to help students with their personal finances.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS  
**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### **FIN 111 - Introduction to Finance**

**Description:** (Dual Listed with ECO 111) This course offers an introduction to financial decision making and the basic structure of institutions in contemporary financial markets. Topics include time value of money, risk and return, investment types, the role of government regulation, the influence of globalization in contemporary financial markets and evaluation of financial performance and return. The role of ethics in financial decision making and institutional policy will be discussed. Internet and data base research will be used to support the course curriculum and help the student develop the necessary skills to analyze realistic scenarios used in financial markets.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### **FIN 112 - Introduction to Investments**

**Description:** (Dual listed with ECO 112) An introduction to financial investments and portfolio management. Course topics include: financial markets and instruments, reading financial listings, stock trading and indexes, risk analysis, present and future value, stock valuation and investment decisions, portfolio management, individual and portfolio yields, types and uses of derivatives, sources of investment information, mutual funds, international diversification, the

macroeconomy and the impact of economic variables on investments.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Economics and Finance*

### **FIN 213 - Money and Banking**

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 213) Basic concepts of money and financial intermediaries. Development of commercial banks and the creation of demand deposits. Yield, risk, and interest rates will be analyzed from a monetary and fiscal perspective. Functions and policies of the Federal Reserve in credit regulation and economic stabilization will be analyzed. Monetary Theory, Keynesian vs. Monetarists, international finance, exchange rates and the balance of payments will be examined.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Economics and Finance*

### **FIN 214 - Corporation Finance**

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 214) An introductory course describing the role and functioning of business firms in the economy, and the application of economic theory in the solution of managerial decisions. Topics investigated include the management of cash, inventories and receivables; selection of alternative investments; short, intermediate, and long-term sources of financing; the cost of capital, optimum capital structure; corporate dividend policies. Case problems are assigned to develop applications of general principles.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Economics and Finance*

### **FIN 230 - Introduction to International Economics and Finance**

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 230) A study of the United States as an open economy which trades in goods, services and financial assets with other nations. Topics include the reasons nations trade, the costs and benefits of free trade, tariff and non-tariff barriers, regional trade pacts, economic and monetary integration, foreign exchange rate determination, balance of payments

problems and international capital mobility, and international monetary institutions.  
SUNY GEN ED-n/a; NCC GEN ED-SBS  
*Offered: Spring*

*Credit Hours: 3*

*Department: Economics and Finance*

### **FIN 294 - Cooperative Education Internship**

**Prerequisites:** ECO 207 and one other ECO or FIN course and permission of the instructor.

**Description:** Supervised, practical experience at institutions such as commercial banks, thrift institutions, stock and bond brokerage houses, government agencies and firms employing economic practitioners that will provide students with situations in which they can apply concepts learned in previous Economics and Finance courses. Written reports demonstrating understanding of theory and its application will be an integral aspect of this course. Field experience and future career opportunities will be discussed in co-lateral, on-campus class. Prerequisite for this course is the completion of Economics 207 plus one other economics or finance course and permission of instructor. Students must have, as a minimum, a 2.50 GPA to be enrolled in this internship course. Students who have completed FIN 490 will not receive credit for FIN 294.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Credit Hours: 4*

*Department: Economics and Finance*

## **French**

### **FRE**

#### **FRE 101 - Beginning French I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of French speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **FRE 102 - Beginning French II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **FRE 201 - Intermediate French I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 101 or equivalent.

**Description:** First course of intermediate level. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **FRE 202 - Intermediate French II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 201 or equivalent.

**Description:** Second course of intermediate level. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **FRE 225 - French for Business**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 102 or permission of the instructor.

**Description:** Using print, video, and electronic media, this course offers students a practical knowledge of French business terminology and procedures. It will introduce students to such topics (in French) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### **FRE 261 - Advanced French 1**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 202 or equivalent.

**Description:** More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in French. Laboratory fee applies. Laboratory attendance required. Formerly FRE 301. Students who have completed FRE 301 will not receive credit for FRE 261.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 262 - Advanced French 2**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 202 or equivalent.

**Description:** More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in French. Laboratory fee applies. Laboratory attendance required. Formerly FRE 302. Students who have completed FRE 302 will not receive credit for FRE 262.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 295 - Independent Study-French**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly FRE 699. Students who have completed FRE 699 will not receive credit for FRE 295.

**Credit Hours:** 3

*Department: Foreign Languages*

## **Fire Science**

### **FRS**

#### **FRS 101 - Introduction to Fire Science**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course is an introduction to the history and philosophy of the fire service. It reviews the career options that are available

and examines the tactical and fire suppression responsibilities of the fire service.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 102 - Fire Safety and Tactics**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on the safety measures that need to be incorporated at the fire scene. It also prepares the student to understand the importance of proper fire tactics and procedures that are needed to be employed by the fire service.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 201 - High Rise/ Structures and Systems**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course is an introduction to the art of firefighting in High Rise buildings. It will expose the student to the unique problems that are present in large buildings. The students will learn how to utilize the fire protection and safety features that are in High Rise buildings.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 202 - Fire Protection and Detection Systems**

**Prerequisites:** Completion of RDG 001, ENG 001, ENG 100 or ENG 101, FRS 101, FRS 201.

**Description:** A study of Fire Protection and Fire Detection Systems, this course provides an overview of Life Safety Systems as they are applied in stores, schools, offices, hotels, motels, hospitals, and any place where people live or work. This course emphasizes the need for fire detection systems, fire notification devices, and fire suppression systems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 203 - Hazardous Materials in the Fire Service**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of Hazardous Materials, this course provides an overview of the laws,

regulations, and standards associated with the Hazardous Materials incident response. This course emphasizes the need for: Hazardous Materials recognition and identification, information resource technology, protective actions to be taken, product control and air monitoring, terrorism awareness, and Hazardous Materials law enforcement activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

## **Fashion Design**

### **FSD**

#### **FSD 101 - Draping and Design I**

**Prerequisites:** FSD 120 and permission of instructor through portfolio review acceptance.

**Corequisites:** FSD 120 and permission of instructor through portfolio review acceptance .

**Description:** Students learn fundamentals of draping in muslin on a dress form. Basic silhouettes as well as original designs are executed. Original sample garment is constructed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

*Department: Marketing & Retailing*

#### **FSD 102 - Draping and Design II**

**Prerequisites:** FSD 101; 120.

**Description:** Students learn to drape intricate garments. Projects include draping the cowl, bifurcated garments, notch and shawl collar jackets and skirt variations. An original design is executed from a sketch and a sample garment is constructed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

*Department: Marketing & Retailing*

#### **FSD 103 - Draping and Design III**

**Prerequisites:** FSD 101, FSD 102 and FSD 120.

**Description:** Continuation of more advanced draping projects includes draping in a variety of fabrics. Original designs for knitwear, tailored jacket, boutique and term garment are draped and constructed in fabric. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

### FSD 104 - Design Studio

**Prerequisites:** FSD 101, FSD 102, FSD103, FSD120

**Description:** An original collection of garments, in an area of specialization, is designed, draped and/or drafted and constructed in fabric. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

### FSD 110 - Flat Pattern Design I

**Prerequisites:** FSD 120

**Description:** Students develop the fundamentals of pattern-making using basic slopers. The bodice, skirt, sleeve and collar variations are executed to learn the variety of design options possible through flat pattern technique. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Marketing & Retailing

### FSD 111 - Flat Pattern Design II

**Prerequisites:** FSD 110, FSD 120.

**Description:** Further studies in advanced patternmaking projects include tailored jackets, raglan and kimono sleeves, stylized armholes, bifurcated garments and torso development. Design variations on these projects are stressed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Marketing & Retailing

### FSD 120 - Garment Construction

**Description:** Students learn the fundamentals of design room sewing techniques utilizing step samples to execute seam and hem finishes, bias and zipper applications, and construction details used in industry. Sample garments are developed through the use of a basic pattern. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 121 - Fashion History

**Description:** Students explore early modes of fashion beginning with ancient civilizations from the Middle Ages through the Renaissance, Baroque, Rococo, Victorian and Edwardian periods to present day dress. This course is designed to give students an understanding of the cultural, historical, social and political effects on fashion from its respective time period.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 122 - Fashion Design Business Practices

**Prerequisites:** Permission of the instructor.

**Description:** Technical knowledge of the design process is explored through visits to design studios where students meet with industry professionals. Students learn how to design for a target market, how to research fashion trends and source fabric and trims and learn garment production. Students learn how to prepare for an entry level position in the fashion industry.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 135 - Fashion Art I

**Description:** To interpret fashion design using art based fundamentals, such as the importance of color, anatomy, fabric rendering, fashion model proportions and movement. Assignments and learning experiences to reinforce each area. The student will discover, through exploration of fashion assignments, how to evaluate design details and proportions for Women's apparel markets. Technical flats and their importance to the process will be covered. Average cost of supplies: \$75. Laboratory fee applies. Formerly ART 135. Students who have completed ART 135 will not receive credit for FSD 135.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 136 - Fashion Art II

**Prerequisites:** FSD 135 or permission of Chairperson.

**Description:** This course is designed to further interpret the creative process of Fashion Design. Students are encouraged to master advanced skills and search for their own individual focus of expression. Each student will be exposed to new approaches,

methods and materials to further enhance his or her design experience and Fashion Design portfolio. Menswear and Children's wear will be explored as well as the Women's wear markets. Formerly ART 136. Students who have completed ART 136 will not receive credit for FSD 136. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 142 - Field Training

**Prerequisites:** FSD 101, FSD 102, FSD 103, FSD 104, FSD 110, FSD 111, FSD 120, ART 135, ART 136, and ART 235 or permission of instructor.

**Description:** Students work for appropriate fashion design firms, in a design room to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 235 - Fashion Art III

**Prerequisites:** FSD 135 and FSD 136.

**Description:** Students design collections by exploring the roles of research, design development, and editing in the fashion design process. Emphasis is placed on the knowledge of key fashion categories, markets and price points. This course also introduces the basics of computer-aided design specifically used in the fashion industry. Using vector based software, students learn techniques to conceptualize fashion designs and create industry-standard presentations. Formerly ART 235. Students who have completed ART 235 will not receive credit for FSD 235. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### FSD 236 - Fashion Art IV

**Prerequisites:** ART/FSD 135, ART/FSD 136 and ART/FSD 235.

**Description:** To develop an awareness of broad-based market demands. To develop an awareness of market timing (seasonal and campaigns). To develop an awareness of marketable presentations. To appreciate the relationship of theme, fabrics, price range, and colors in the preparation of a portfolio. Formerly ART 236. Students who have completed ART 236 will not receive credit



for FSD 236. Average cost of supplies: \$75. Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

## Geography

### GEO

#### GEO 101 - People and Environment

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course is an introduction to the basic concepts and techniques of geography. Global patterns of and interactions among climate, landforms, environmental alteration, economic, demographic and cultural phenomena are stressed.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### GEO 103 - Human Geography

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of the global patterns and significance of human distributions. Demography and foodways, language and religion are the bases for identifying distinct regional cultures. Stress is placed on problems related to crowding, ethnicity, and alteration of the environment.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### GEO 201 - Geography of Europe

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An examination of the physical and cultural landscapes of Europe, their causes and consequences. Attention is focused on the political, social, and economic developments over time that have created regional divisions from Iceland to the Russian border. The meaning of Europe's ethnicity and boundaries is stressed.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### GEO 202 - Geography of Long Island

**Description:** Geography of Long Island explores the land and people from Brooklyn to Montauk. It examines the physical, economic,

and human geography of the area with a focus on the environmental and cultural influences that have shaped the Island's landscapes, spatial interactions, and prospects.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

## German

### GER

#### GER 101 - Beginning German I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of German speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 102 - Beginning German II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening, comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 201 - Intermediate German I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 102 or equivalent.

**Description:** This is the first course in the GER 201 - GER 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 202 - Intermediate German II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 201 or equivalent.

**Description:** This is the second course in the GER 201 - GER 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 261 - Advanced German 1

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 202 or equivalent.

**Description:** This is the first course in the GER 301 - GER 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in German. Laboratory fee applies.

Laboratory component required. Formerly GER 301. Students who have completed GER 301 will not receive credit for GER 261.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 262 - Advanced German 2

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 202 or equivalent.

**Description:** This is the second course in the GER 301 - GER 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in German. Laboratory fee applies.

Laboratory component required. Formerly GER 302. Students who have completed GER 302 will not receive credit for GER 262.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

#### GER 295 - Independent Study-German

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly GER 699. Students who have completed GER 699 will not receive credit for GER 295.

**Credit Hours:** 3

**Department:** Foreign Languages

## Geology

### GLY

#### GLY 101 - Introduction to Physical Geology

**Description:** This course presents principles of the study of the earth outlining how the science began in the late 1700s from natural curiosity progressing to our present knowledge of the earth as a dynamic entity. Students will study its surface features and processes and then can appreciate how patterns observed have allowed for interpretations of what is going on within the interior. Such aspects include but are not limited to earthquakes, volcanism, origin and deformation of mountain belts and ocean basins, the work of running water, glaciers and wind. In lab, students are provided a hands-on approach to the study of minerals, igneous, sedimentary and metamorphic rocks and will learn how to use a topographic map. A one-day field trip may be offered to illustrate and reinforce the concepts introduced. (3 lecture, 3 laboratory hours) Lab fee applies. Special sections of Physical Geology may be offered which cover most of the topics above but which present the popular field of gemology, allowing the students to work with professional instruments to identify a large suite of gems, both natural and synthetic. Lab fee applies. Formerly SCI 103. Students who have completed SCI 103 will not receive credit for GLY 101.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

#### GLY 102 - Historical Geology

**Description:** This is a problem-oriented approach to the study of the geologic history of the planet earth. Laboratory methods are emphasized in conjunction with the fundamental tools of geology. The origins and evolution of the continents and ocean basins are examined both from a classical perspective, and through the utilization of the theories of continental drift and plate tectonics. The histories of select areas will be examined with an emphasis placed on the techniques used in the interpretation of the ancient environments

in which the rock record was formed. A one-day field trip may be offered to illustrate and reinforce the concepts introduced. (3 lecture, 3 laboratory hours) Laboratory fee applies. Formerly SCI 104. Students who have completed SCI 104 will not receive credit for GLY 102.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

#### GLY 104 - Field Lab Geology

**Prerequisites:** Permission of Instructor.

**Description:** This is a limited enrollment course that runs during select intersessions for a period of 10 days. Special fees for transportation are required. This is an activity-oriented approach to the study of some of the regionally accessible geologic features: their processes, history and beauty. The participants in this course will be introduced to a varied curriculum of the regional physical, historical, economic and environmental geologic phenomena. A brief sampling of some topics open to investigation are: post glacial features, coastal barrier beach problems/dynamics, the identification of major rock outcrop features, mining operations, and mineral and fossil collecting. Laboratory and field equipment will be used for the gathering of specimens and data to help develop an understanding of the gross geologic aspects of a particular location. A portion of the time needed to accomplish these goals will be spent as preparation and review on campus in the laboratory/lecture room. Field sites will be reached primarily through the use of chartered transportation. Formerly SCI 203. Students who have completed SCI 203 will not receive credit for GLY 104.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** May Special

**Credit Hours:** 4

**Department:** Physical Sciences

#### GLY 105 - Beaches and Coasts

**Description:** This course introduces the study of beach and coastal processes and environments. It examines coastal morphology such as barrier islands, spits, dunes and marshes and introduces the effects of plate tectonics, glaciers, and rivers on beaches and coasts. It also examines tidal currents, wave action, longshore currents and transport, and estuarine circulation. Human activities and the effects of man-made (anthropogenic) structures will also be emphasized. Students will also study the various methods used for study of coastal environments. Field trip(s) required. Formerly SCI 115. Students who

have completed SCI 115 will not receive credit for GLY 105.

SUNY GEN ED-n/a; NCC GEN ED-ASC, NSCI

**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

#### GLY 106 - Oceanology

**Description:** (Dual listed with BIO 119).

This is a three-credit course and does not fulfill the laboratory science requirement needed for graduation. There will be no waivers issued under any circumstances. One field laboratory during the term. The course is designed as an overview of the structure, origin, and evolution of the world's oceans. Investigations will include analysis of abiotic factors such as sediments, coastlines, water properties, and movement. Students will take a close look at general water circulation, tides, currents, waves, and the effects of weather and climate. Further investigations will focus on biotic factors such as marine organisms, food chains, resources, and man's relationship to the sea. Formerly SCI 119. Students who have completed SCI 119 will not receive credit for GLY 106. (3 lecture hours)

SUNY GEN ED-GLAB; NCC GEN ED-NSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

## Green Sustainable Design

### GSD

#### GSD 130 - Green Building Materials

**Description:** Pre or Concurrent Requisites: GSS 128

This course will introduce students to the design, application, recycling and cost analysis of various green building materials in residential and commercial buildings and their ability to increase the energy efficiency in buildings. The selection and installation of various construction materials to include the insulation, foundations, concrete slabs on grade, the building envelope, roof, windows and doors, finished floor materials, low volatile organic compound wall finishes, and FSC wood will be discussed including harvesting and transporting.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 132 - Green Projects Case Studies**

**Description:** Pre or Concurrent Requisites: GSS 128

This course will allow students to research and analyze various green building projects on Long Island and New York City to learn different methods used to achieve sustainable design through the use of green building practices. Building projects will be evaluated in terms of site selection, orientation, water and energy efficiency, renewable energy storage, on-site power generation, indoor air quality and the efficient use of building materials. Students will be required to visit one project site discussed, during the semester. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 200 - Wind Turbines / Solar Panels Applications**

**Prerequisites:** GSS 126 and GSS 128

**Description:** Students will be introduced to the methodology by which different wind turbines function and produce electricity including power generation, wind speed, turbine size, efficiency of turbine aerodynamics, power storage potential, and payback. Comparison of different locations for wind turbine installation and structural design and construction will be discussed. Students will be introduced to the concept by which various types of solar panels (photovoltaic panels) installations produce electricity including direct and alternating current. Site selection and evaluation for installation of the solar panels on residential homes and buildings including correct sizing for building consumption, power storage potential, code compliance and government incentives will be discussed. SUNY GEN ED-n/a; NCC GEN ED-n/a  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 202 - Water Recycling / Wastewater Treatment**

**Prerequisites:** GSS 128

**Description:** This course will introduce students to the principles of design, application, and the cost analysis of water recycling and reuse methods and on-site wastewater treatment for building construction including the layout and design of building piping. Methods of water retention, filtration and reuse of rainwater through erosion control measures and green roofs, greywater, black water, infiltration systems, various plumbing fixtures, and direct and indirect strategies for

on-site wastewater treatment including living machines and constructed wetlands will be discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 204 - Energy Codes and Energy Analysis**

**Prerequisites:** GSS 128

**Description:** This course will introduce students to the techniques used to make residential and commercial buildings more energy efficient including energy analysis software, energy audits, construction costs and maintenance costs. Methodology used during construction to maintain compliance with the Energy Conservation Construction Code of New York State, ASHRAE 90.1, Energy Standard for Buildings and ASHRAE 90.2 Energy Efficient Design of Residential Buildings.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 206 - HVAC \ Air Quality**

**Prerequisites:** GSS 128

**Description:** This course will introduce students to the various factors in building design and construction that affect the indoor air quality including the comparison of various passive and mechanical ventilation systems. Compliance with ASHRAE standard 189.1, Standard for the Design of High Performance Green Buildings, MERV ratings, use of low and zero volatile organic compounds and construction air quality control plans will be discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**GSD 295 - Independent Study-Green Sustainable Design**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a.

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

## General Science Studies

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### GSS

**GSS 103 - Science of Physics I**

**Prerequisites:** A high school course in elementary Algebra.

**Description:** An introductory course designed for students with a primary interest in the humanities or physical education. The course goal is to achieve a conceptual understanding of the ideas of physics. The historical and philosophical background as well as the content of physics is studied. Laboratory exercises are designed to illustrate principles of scientific experimentation while deepening the understanding of physical areas. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

**GSS 104 - Science of Physics II**

**Prerequisites:** A high school course in elementary Algebra. Note: GSS 103 is recommended, but not required for GSS 104.

**Description:** A conceptual course in physics dealing with waves, electricity and magnetism. 20th-century physics, the historical and philosophical background as well as the content of physics, will be discussed. Laboratory exercises are designed to illustrate principles of scientific experimentation while deepening the understanding of physical ideas. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

**GSS 106 - Science of Sound and Music**

**Description:** Fundamentals of mechanics, sound and acoustics, energy, electricity and magnetism with applications to music, musical instruments, sound systems and electronic music. The course material is developed descriptively and demonstrated experimentally. Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

**GSS 108 - The Science of Light and Color**

**Description:** This introductory course will focus on the nature of light and color. It will include not only the principles of geometric and physical optics but also general properties of waves and particles; the relation between light and matter; quantum theory and photons; light, heat, temperature and energy; and the conservation of energy. These physical principles will be applied to understanding color in art, vision, photography, holography, fiber optics, and atmospheric effects.

The course will include many student investigations, in recitation as well as in lab in order to emphasize the experimental nature of science. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **GSS 111 - Science of Our World I**

**Description:** An introductory laboratory science course designed for non-technically oriented students who desire an understanding of the capabilities, characteristics and methods of our modern technological society. Contemporary problems are discussed including such topics as air and water quality, waste management technologies, population dynamics, decision-making and principles of ecology. Laboratory techniques of simulation and modeling are developed to illustrate the topics discussed in lecture. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **GSS 112 - Science of Our World II**

**Prerequisites:** GSS 111 is recommended but not required.

**Description:** A continuation of GSS 111 which includes additional topics such as electrical energy, noise pollution, light and laser applications, nuclear power generation, heat and thermal pollution. Laboratory modeling and simulation are utilized to aid in the understanding of the technology and the underlying science principles. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **GSS 120 - Science of Modern Electronics**

**Description:** The course is designed for non-technical students and will provide a conceptual understanding of science related to electronic devices. The course details science fundamentals using a non-mathematical approach, then focuses the presentation to include applications in the area of electronics (entertainment, business, communication, home electronics). Aspects of sound, light, heat, and mechanics are included with applications in today's electronic world. Laboratory work will consist of hands-on experience with actual measuring devices. (3

lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

### **GSS 122 - Science of Energy**

**Description:** This introductory course covers the scientific principles and technological innovations related to Energy resources. The study of mechanics, electricity, magnetism and thermodynamics pertinent to energy are explained. Students develop an appreciation of energy use in the contemporary world by examining alternate energy systems such as solar, wind, photovoltaic, hydro, biomass, the ocean, renewable alternative energy sources and environmental sustainability processes.

SUNY GEN ED-n/a; NCC GEN ED-NSCI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **GSS 126 - Forensic Technology**

**Description:** The course introduces the various types of physical evidence commonly encountered at crime scenes (e.g., fingerprints, hairs, fibers, drugs, glass, etc.), and discusses comparison and identification techniques (i.e., optical examination/comparison, instrumental analysis, and various chemical processes) used for the analysis of such physical evidence. It examines the various methods used for analysis of scientific evidence in the field of forensic technology. Students learn the technology used to interpret the science and its applications.

SUNY GEN EDn/a; NCC GEN ED-NSCI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

### **GSS 128 - Green Building Practices**

**Description:** This course introduces students to the science governing fundamental sustainable design and green building practices and their implementation. Topics include building site selection, building orientation, water and energy efficiency, renewable energy and storage, on-site power generation, improvement of indoor air quality including air quality and efficient use of building materials.

SUNY GEN ED-n/a; NCC GEN ED- NSCI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Engineering/Physics/Tech*

# Healthcare Administration

## HCA

### **HCA 180 - Introduction to Healthcare Administration**

**Prerequisites:** None.

**Description:** This course provides students entering the healthcare administration field with an introduction to the organization and delivery of healthcare in the United States. The management of various healthcare enterprises including hospitals and health systems, physician practices and clinics, and public health organizations will be reviewed. Changes within the healthcare industry and the responsibilities, function, and role of healthcare administrators will be discussed. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HCA 182 - Healthcare Resource Management & Strategic Planning**

**Prerequisites:** HCA 180.

**Description:** This course prepares students with knowledge of strategic principles and planning skills required to address the intricacies of the contemporary healthcare system. The continued evolution of healthcare reform and its effect on healthcare market structure and business models is reviewed. The strategic challenges commonly faced by healthcare administrators including the shift to value-based care and reimbursement models, issues of capitation, the formation of accountable care relationships, and competitive positioning to the dissolution of alliances and vertical integration will be reviewed. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HCA 184 - Healthcare Revenue Cycle**

**Prerequisites:** HCA 180 (with a grade of C or better) or permission of the Chairperson.

**Description:** This course reviews the variety of ways in which healthcare is reimbursed as it pertains to the financial analysis and decision making required by healthcare administrators. Changes to reimbursement methodologies and payment systems, including Medicare, regulation of managed care, public policy and formation of integrated delivery systems is reviewed. Responsibilities and issues faced by healthcare administrators regarding delivering and financing healthcare is discussed. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HCA 187 - Topics in Public Health

**Prerequisites:** None.

**Description:** Public health addresses broad issues that can affect the health and well-being of individuals, families, communities, populations, and societies. This course is an introduction to public health which explores topics including population health management, public health administration, health planning and promotion, research, epidemiology, the public health workforce, environmental and occupational health, public health education and public health emergency preparedness and response.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HCA 280 - Medicolegal Aspects of Healthcare Administration

**Prerequisites:** HCA 180 (with a grade of C or better).

**Description:** This course is an overview of the legal and ethical issues faced by healthcare administrators. Healthcare ethics, medical staff organization, physician liability, patient consent, reporting requirements, end-of-life issues, and patient rights and responsibilities as they impact the duty of healthcare administrators will be reviewed. The practical application of ethics in a healthcare setting, including review of case studies as well as real-world events related to healthcare administration will be discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HCA 288 - Healthcare Administration Internship

**Prerequisites:** HCA 180, HCA 182, HCA 184, HCA 187, HCA 280 (with a grade of C or better in each course)

**Description:** Concurrent Requisite: HIT 166 (with a grade of C or better)

This course is a supervised internship experience that provides students with the opportunity to perform directed projects common in healthcare administrative setting. Students are introduced to healthcare administration duties through observation, study, and work. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

## Hebrew

### HEB

#### HEB 101 - Beginning Hebrew I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Hebrew speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### HEB 102 - Beginning Hebrew II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN-HUM, GLNW

**Offered:** Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### HEB 201 - Intermediate Hebrew I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 102 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### HEB 202 - Intermediate Hebrew II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 201 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials.

Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### HEB 295 - Independent Study-Hebrew

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly HEB 699. Students who have completed HEB 699 will not receive credit for HEB 295.

**Credit Hours:** 3

**Department:** Foreign Languages

## Health, Physical Education and Recreation

### HED

#### HED 200 - Concepts of Healthful Living and Stress Management

**Description:** Students receiving credit for PED 200 will not receive credit for HED 200. This comprehensive survey course explores healthy behaviors, emphasizing wellness and stress management. Taking into consideration one's entire life style through the "whole person approach," connections among the mind, body and spirit are examined using information culled from advanced research in the interdisciplinary sciences. Topics include: psychosocial stressors and their relationship to acute/chronic diseases, stress management, coping strategies, death and dying, violence and victimization, and mental health; nutrition, fitness and weight management, sexual relationships, sexually transmitted infections, contraception, pregnancy and childbirth; use/misuse of alcohol, drugs and tobacco and other compulsivities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

#### HED 201 - Personal and Family Health

**Description:** Students receiving credit for PED 201 will not receive credit for HED 201. The focus of this course is on the essential behavior necessary for a healthy lifestyle. Included is the opportunity to evaluate and improve physical as well as emotional well being in light of the most current information

available in each topic. The student is presented with strategies that have proven successful in moderating individual behavior. Topics that deal with improving the physical health level include physical fitness, weight control and nutrition, while topics that explore the development of positive mental and emotional health and stress management, intimate personal relationships and human sexuality.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 2*

*Department: Health/Physical Ed/Recreation*

### **HED 202 - Health Through Exercise, Nutrition and Weight**

**Description:** Students are introduced to the concepts and principles of energy balance, body composition, weight control, and physical fitness as they relate to personal health. The exploration of genetic and lifestyle related risk factors for disease will enable students to develop a comprehensive nutrition and exercise program.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer, Winterim*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 203 - Infant Health and Care**

**Description:** The course introduces cognitive, physical and socio-emotional development of children birth through 36 months. Students will learn appropriate, inclusive, and respectful care practices, including Sudden Infant Death Syndrome (SIDS), Shaken Baby Syndrome, Immunizations and pediatric doctor visits, Nutrition, Infant CPR, Accident Prevention, Childhood diseases, Cognitive and physical development, Community resources and early intervention programs for diagnosed/noticed developmental delays.

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 205 - Consumer Health Care and Protection**

**Description:** Students receiving credit for PED 205 will not receive credit for HED 205. A course intended to keep pace with today's unprecedented consumer interests, particularly in matters of health services and products. The availability and quality of such care are explored in the following areas: the health consumer, protecting one's rights in the marketplace, the unique role of the college student as a health consumer, the patient and doctor, the national medical care crisis, kinds of health insurance, getting more for one's health dollars, the role of health agencies,

health spas and clubs, diet clubs and fads, popular remedies for common ailments, and health career opportunities.

SUNY GEN ED-n/a; NCC GEN ED-HED

*Offered: Fall*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 211 - Women's Health**

**Description:** The course explores cross-cultural approaches to women's health and reproductive issues. In particular, it will explore gendered, ethnic, culture, and class dimensions that underlie the patterning of disease and illness with attention to the long-term health effects of racism, poverty, and sexism. Topics will include: world views and usage of birth control, gender and racial discrepancies in health care, diseases of the female body and reproductive system, mortality and morbidity, abortion, menstruation and menopause, cardiovascular, physical and mental health, globalization of contraception, STI's, pregnancy, midwifery, breastfeeding and reproductive rights.

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 231 - Death Education: A Health Perspective**

**Description:** Students receiving credit for PED 231 will not receive credit for HED 231. The course enables students to understand and cope with death as part of the life cycle. From an interdisciplinary and historical perspective, the course explores how many different cultures treat death and dying as well as examines biomedical ethics (euthanasia, organ donation, wills and trusts). Emphasizing the psychological adjustments to loss, topics include the meaning of death, stages of dying, bereavement and grief processes and a variety of religious attitudes toward suicide, funeral rituals and death in general.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 251 - Human Sexuality**

**Description:** Students receiving credit for PED 251 will not receive credit for HED 251. Taught in cross-cultural context, this interdisciplinary course examines the diversity of family life and human sexuality. Drawing from the social and biological sciences, students explore a variety of attitudes and personal beliefs. Topics include the history of human sexuality, sexual reproduction, gender related sexual health issues, gender roles/identity and sexual orientation. Sexual

communication, intimacy, behaviors, coupling, victimization, dysfunctions and therapy are also addressed. Audiovisual material of a sensitive nature may be used.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 271 - Alcoholism, Addictions and Abusive Behaviors**

**Description:** Students receiving credit for PED 271 will not receive credit for HED 271. This course is designed to explore why people develop addictions and dependencies. Using alcohol use, abuse and alcoholism as primary models, students discuss addictive behavior as manifested in such areas as eating disorders, gambling, tobacco and substance use. The course analyzes the epidemiology of alcohol use in American culture and its effects on society. It also considers the intra-psychic addictive syndrome on diverse populations that reflect issues of race, ethnicity, gender and sexual orientation.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 272 - Alcoholism and Addictions: Modalities, Prevention and Treatment**

**Prerequisites:** HED 271.

**Description:** Students receiving credit for PED 272 will not receive credit for HED 272. This course focuses on assessment, diagnosis, and treatment of addictive behaviors. Emphasis on special populations such as college students, adolescents, disabled and incarcerated individuals and ethnic minorities are examined. Treatment techniques and prevention strategies are explored.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 290 - CPR Basic Life Support Coed**

**Description:** (Dual listed with AHS 100)

This course is designed to teach Cardiopulmonary Resuscitation (CPR) and Basic Life Support to individuals entering the various service professions (Police, Fire), health professions and professions who are activity-oriented (recreation, lifeguards), etc. Basic procedures are covered in full, including techniques of advanced life support. Successful completion of the course meets all requirements for the American Red Cross and Heart Association Certification. It cannot be used to fulfill Physical Education course requirement for graduation. Formerly PED

640. Students who have completed PED 640 or PED 290 will not receive credit for HED 290.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **HED 291 - Personal Health for Physical Education and Health Majors**

**Description:** Identification and evaluation of sound health principles, personally and professionally. The design of this course provides examination and exploration of health issues for daily living, as well as pedagogical techniques for future health and Physical Education teachers. Formerly PED 291. Students who have completed PED 291 will not receive credit for HED 291.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 292 - Safety and First Aid**

**Description:** An analysis of problems related to safety and first aid, with special emphasis on their application to Physical Education. A study of the immediate care of injuries and their prevention. The student will be required to participate in practical examination of skills, including a pool session which involves neck and back spinal immobilization. Successful completion of this course will certify the student in the American Red Cross - Responding to Emergencies and Adult CPR. It cannot be used to fulfill Physical Education course requirement for graduation. Formerly PED 292. Students who have completed PED 292 will not receive credit for HED 292.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

### **HED 293 - Community Health**

**Description:** Students receiving credit for PED 293 will not receive credit for HED 293. A course designed to acquaint the major student in Health Education with the multiple definitions of health, principles of health maintenance, structure of the health care delivery system, basic epidemiological tools, elementary health counseling techniques, as well as a broad overview of major health problems that face the community. The course is also designed to familiarize the student with the agencies and facilities that are currently operating to solve health problems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

## **History**

### **HIS**

#### **HIS 101 - History of Western Civilization through the 18th Century**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course begins with a brief survey of the foundations of modern Western Civilization in the ancient and medieval world. The rise of individualism, humanism and science, the growth of the state, the emergence of the middle class and the beginnings of the age of liberal revolutions are discussed as ingredients in the birth of the modern world. SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **HIS 102 - History of Western Civilization since the 18th Century**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The second half of Western Civilization considers the historical forces and events that shaped the world in the 19th and 20th centuries. The course examines revolutions, nationalism, industrialization, imperialism, war, and the clash of Nazism, fascism, communism, and democracy. Other major components consist of the decline of colonialism, the atomic age, the Cold War, contemporary world conflicts, and prospects for the future.

SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **HIS 103 - History of the United States through the Civil War**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course covers the broad spectrum of American life through a survey of American social, cultural and political events. Included are such topics as the rise of colonial America; the American Revolution; the early national period of Washington, Adams, Jefferson and Hamilton; the westward movement; and the antislavery movement which climaxes with the bitter struggle of the Civil War.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **HIS 104 - History of the United States since the Civil War**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This second half of the American history sequence picks up the American story with the era of Reconstruction and moves on to mark the growth of industrial America, the expanding frontier with its Indian wars, the Progressive Era, the expansion of American foreign interests, the Great Depression, and the rise and image of modern America. Designed to reveal this nation's colorful and remarkable past in the modern era, the course seeks to examine the impact recent events have had on the creation of modern American society, culture, politics and world affairs.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **HIS 105 - The World, 1945-Present**

**Prerequisites:** Completion of RDG 001

**Description:** With its focus on the present, this course is designed to give students an understanding of the world they live in, how it was born out of the past and how it is creating the future. Recent international conflicts, social change and expectations of the future are explored in the framework of the nuclear age.

SUNY GEN ED-GSBS; NCC GEN ED-GLNW, SBS, HISD

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **HIS 106 - U.S.A., 1945-Present**

**Prerequisites:** Completion of RDG 001

**Description:** This course deals with America in the nuclear age, its recovery from World War II and its growing domination of the Western world. The course covers the dramatic changes in American society at home and its entanglements abroad in an effort to contain Russian and Chinese power. Domestic transformation of the Kennedy-Johnson period, the upheaval of Watergate, the Reagan "revolution", and contemporary issues in American life conclude the course.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

**HIS 107 - A Pictorial Approach to European History Since 1500**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course offers a unique approach to European history using media as a major part of each class period. Slides and films of great masterpieces are used to illuminate selected historical periods giving the class discussions visual impact not available in ordinary history presentations.

SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 108 - Honors History: Western Roots through the 18th Century**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course traces the roots of Western Civilization beginning with a survey of the Judeo-Christian and Greco-Roman traditions and concluding with the Age of Enlightenment and revolutionary upheavals through 1789 that helped usher in the modern world. The course is designed for honors students only and includes extensive reading in primary and secondary source materials.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 109 - Honors History: Western Roots since the 18th Century**

**Prerequisites:** Completion of RDG 001 and/or RDG 002 and by invitation.

**Description:** This second half of Honors Western Civilization studies the development of the Western world from 1789 to the present. The course considers that great events and forces that have shaped our Atlantic world: revolutions, nationalism, industrialization, imperialism, war, and conflict between fascism, communism, and democracy to the present day. This course is designed for honors students only and includes extensive reading in primary and secondary source materials.

SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 110 - History of Contemporary Africa**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Dual listed with AFR 143)

The study of African independence movements; discussion of the problems of post-independent Africa, such as nation building, strategies of development, education, pan-Africanism; and problems of democracy in southern Africa.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 124 - Women in the Western World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A focus on the role of women as a significant force in the development of the Western world. The course examines, in historical context, the factors which have determined women's place over the centuries, compares the situation of women in capitalist, socialist, and fascist societies, and surveys contemporary European feminist movements.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 125 - The Role of Women in American History**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** Women's history offers an important new dimension to the study of American society. This course examines the vital role ordinary women have played in American life for 350 years, the experiences and achievements of women, and the successes and failures of the feminist movements.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 130 - Race and Ethnicity in America**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An exploration of American history through the eyes, ears and emotions of its immigrants - the experiences of Italians and Jews, Irish and Germans, Chinese and Mexicans, and others. Common problems of adjustment, acceptance and assimilation faced by these groups teach us about America. Guest speakers, films and tapes are utilized throughout the course to probe the meaning and bring to life the history of ethnic groups in America.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, PLDI

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 136 - History of Latinos in the U.S.**

**Prerequisites:** Completion of RDG 001

**Description:** This course explores major social, economic and political developments in the history of the various Latino communities of the United States from the mid-19th century to the present. Attention is given to such long-term processes as community formation, Latino immigration to the U.S., religion, and group identity.

SUNY GEN ED-n/a; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 137 - Native Americans**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of Native peoples in United States history and popular culture, from contact to the present. Emphasis centers on comparing and contrasting the different Native American groups in the United States; their respective responses over time to the influx of peoples from outside the western hemisphere, and the developing relationship between these groups and what became the dominant political and social U.S. institutions and people. There will be a special emphasis on indigenous peoples of Long Island particularly and New York generally. In addition, this course will look at the ever-changing images and/or stereotypes of Native Americans in U.S. culture.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 140 - Nassau County: History and Government**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with POL 111) A review of the development of what is now Nassau County from pre-Colonial times to the present day. Emphasis is placed upon the governmental-administrative structure of the county and the major problems facing urban-suburban communities. Field trips and guest speakers are utilized to complement class work.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

**HIS 150 - History of the American Labor Movement**



**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course explores the dramatic and inspiring history of working men and women as they struggle to improve life for themselves and their children. Students trace the history of the American labor movement from Colonial times to the present. Emphasis is placed on the theory, strategy, and goals of the organized labor movement. Students are also introduced to the concept and techniques of collective bargaining. Films, speakers, and resources on Long Island are utilized to complement class discussion.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 161 - World History: Antiquity to 1500**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines major developments in world history, from the emergence of the earliest civilizations to about 1500 C.E. How various civilizations conceptualized and responded to issues such as the nature of god(s), human nature, gender roles and relationships, and the environment are explored. Technological developments and economic, political, and social structures are also studied.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-GLNW, SBS, PLDI

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 162 - World History: 1500 to the Present**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines important developments and interactions in world history from the age of exploration and European expansion to the present. Major formative elements of the modern world such as industrialization, democracy, imperialism, nationalism, secularism, feminism, socialism, fascism, human rights, and technological developments are explored.

SUNY GEN ED-GSBS; NCC GEN ED-GLNW, SBS, PLDI

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 165 - Religion in World History**

**Prerequisites:** Completion of ENG 001, RDG 001

**Description:** This course examines the emergence and historical development of religious ideas and practices and their impact on world history from the ancient world through the beginning of the 21st century. Religions of Asia, South Asia, Africa, the Americas, The Middle East, the Pacific, and "new" religions are all examined in their historical contexts, as well as the historical relationships and interactions among the great world religions.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI, SBS

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 176 - African-American History I**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual Listed with AFR 140) A survey of the African-American experience in the New World, from the advent of the African slave trade to the Civil War and the Reconstruction Era. Emphasis centers on the African background, the cultural heritage of the African-Americans, slavery and a legacy of racial discrimination.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 177 - African American History II**

**Description:** (Dual listed with AFR 141) A survey of the African American experience since the Reconstruction Era to the post World War II period and the current scene. Emphasis centers on the Civil Rights Movement, the Harlem Renaissance, the Black Revolution and the philosophies of Dr. Martin Luther King, Jr., Malcolm X, Jesse Jackson, Angela Davis, Cynthia Boston, Willie McGee and the "exiled" leaders of the contemporary scene.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 178 - History of the Black Woman**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with AFR 200) An historical examination of the image, role and treatment of the Black Woman in America from the Age of Slavery to the advent of the feminist movement and the contemporary scene. Emphasis centers on the burdens of racism, sexism, single-parent motherhood, welfare, Black female and male relationships, sterilization, the Black family and the issues of

Black Women's liberation, women's lib and the ERA amendment.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 180 - Health, Disease and Western History**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** In all eras disease has been a shaper of human affairs. It has affected the life of empires and the outcome of wars, helped alter the economy and the structure of society, and evoked outbursts of mass unrest. It continues to challenge the development of civilization. The course examines the impact of disease on Western history; the efforts of Western society to deal with disease through magic, religion, and science; and the role of disease as the theme of art, literature and popular culture.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 190 - The History of Sports in America**

**Prerequisites:** Completion of RDG 001

**Description:** This course examines the evolution of sports in the context of American history. From the colonial era to the present, sports have been a mirror of the larger history of the nation. The course traces the growth of sports, both amateur & professional with an emphasis on the refining rules & organization, the role of the media & the changes that have taken place within the sporting world.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 205 - The Ancient World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The peoples of ancient Mediterranean, African, Near Eastern, Asian and Celtic worlds and pre-contact America are the subjects of this course. Each civilization, with an emphasis on their art and literature, manners and morals, scientific and technological inventions, political, military, and economic institutions, triumphs and failures, is considered first in its own context, and then with reference to how, when, and with what consequences ancient civilizations affected one another.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 206 - The Medieval World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course focuses on the new civilization which emerged from the ruins of the Greco-Roman world. The role of the Medieval church, feudalism, chivalry, and witchcraft in shaping this seminal period is explored together with the medieval world's contribution to the making of modern day political, economic and cultural traditions. SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 207 - Renaissance and Reformation Europe**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course covers the period in European history from 1500 to 1763, one in which the values, life-styles and power structure of the Middle Ages were consistently challenged by new forces which were ultimately victorious and laid the groundwork for the modern era. More than just a period of transition, the epoch includes some of the more creative and turbulent chapters in the history of European civilization.

SUNY GEN ED-n/a; NCC GEN ED-SBS, WESH

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 209 - Twentieth-Century Europe**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A study of Europe in the 20th century, beginning with the foundations in 1870 and continuing to the present. The course examines the former world dominance of Europe and traces developments leading to its present status in the world community. Topics studied intensively include the origins of World War I, the impact of the Russian Revolution, the rise of fascism, and World War II, as well as the significant cultural, social and intellectual trends that shaped this epoch in European history.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 210 - The Modern Middle East**

**Prerequisites:** A prior history course or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** This course examines the multifaceted history of the Middle East, broadly construed as a geographic and cultural region, since the 18th century. Topics include religious and cultural traditions and varieties, gender issues, and the challenges and choices facing Middle Eastern states and societies in recent years. Regional conflicts, religious radicalism, and terrorism will be addressed. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 212 - History of the Islamic World**

**Prerequisites:** English 101 or one history course or permission of the instructor. Completion of RDG 001 and/or RDG 002.

**Description:** This course examines the early and modern history of Islamic societies and of Muslims in local and global contexts, including Africa, Central and South Asia, the Pacific, and the West. The course addresses topics such as politics and statecraft; religious and cultural traditions and varieties; gender roles; and the challenges and choices that Muslim societies and individuals have faced in medieval, early modern, and modern times. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 219 - Colonial Latin America**

**Prerequisites:** Completion of RDG 001

**Description:** A survey history of Colonial Latin America, from the Age of Discovery and Conquest to the Independence Movement. Emphasis centers on the development and formation of Colonial Latin America, its political institutions and social problems. SUNY GEN ED- GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 220 - Modern Latin America**

**Prerequisites:** Completion of RDG 001

**Description:** A history of Latin America in the 19th and 20th centuries dealing with the broad comparative features of the region's political, economic and social development. More specific analyses of national case studies are included together with a consideration of the frequent revolutions which have swept the nations of Latin America in the modern era.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 221 - The Afro-Caribbean World**

**Description:** (Dual Listed with AFR 203) An historical presentation of the African experience in the Caribbean nations of Cuba, Bahamas, Haiti, Dominican Republic, Jamaica, Puerto Rico, and the nations of the Lesser Antilles, Trinidad and Tobago. Emphasis centers on the impact and effects of African slavery in the Caribbean, African contributions to the region, its cultural roots in Caribbean society, and the contemporary problems in the Caribbean today.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 222 - Modern Mexico and Central America**

**Prerequisites:** Completion of RDG 001.

**Description:** This course examines the history of Mexico and Central America from independence in the 1820s to the present. Attention will be paid to political events, such as the Wars of Independence, the Mexican Revolution and the Sandinista and FMLN movements, and to such long-term processes as the relationships among agrarian development, social movements and state-building.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 228 - Modern China**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of Chinese history & culture in the 20th Century. The course reviews the impact of the West on China in the modern era. Emphasis is placed on the Revolution of 1911, which ushered in the Republican era, the rise of Chinese Communism, & the present two-China situation.

SUNY GEN ED- GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **HIS 230 - Modern Imperialism**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines Western Empire building and the struggle of colonized societies to gain independence. It begins by exploring the roots of imperialism in the 16th through the 18th centuries and continues with analysis of European imperialism in Africa and Asia in the 19th century. Motivations for imperial conquest, methods of rule, effects on the colonized societies and the United States expansionism in the 19th and 20th centuries are considered. This course also analyzes gender, race and the anti-colonial movements of the 20th century. It concludes with analysis of neocolonialism in the aftermath of the Cold War.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, PLDI, WESH, GLNW

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 232 - The History of the Cold War

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course deals with one of the most significant areas of contemporary international conflict and tension: the mutual relationships among the United States, Russia, and China. Students probe the origins and development of the Cold War and peace in the 20th century. SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 234 - History of Ireland

**Prerequisites:** Completion of RDG 001.

**Description:** (Formerly HIS 170)

This course focuses on Celtic history, foreign invasions, early modern Ireland before emancipation, the great famine, land reform, home rule, the Easter uprising, the Irish Free State, the independent republic, Northern Ireland, the present discord and the Dublin-London-Belfast-American connection. SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 235 - Russia Since Peter The Great

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course tries to make Russia less puzzling by examining the cultural, social and political elements which have gone into the making of modern Russia. In the process certain broad themes are considered, including Russia's place in Western tradition and the

relationship between contemporary society and Russia's pre-revolutionary past.

SUNY GEN ED-GSBS; NCC GEN ED- n/a

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 236 - History of Israel

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Formerly HIS 135)

An interdisciplinary approach to the history of the modern state of Israel and the Jewish historical experience. Firsthand experiences and films are used in examination of the life and culture of modern Israel, including an in-depth study of the Arab-Jewish conflict.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 240 - Revolutions in the Modern World

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A comparative study of revolutionary movements and ideologies from the time of Cromwell to the present, with an emphasis on the modern era. It deals with the causes and consequences of revolutions in their historical contexts, and discusses alternatives to violent overthrows of government as well as counter-revolutionary movements, past and present. The English, American, French, Russian, Chinese and Cuban revolutions are among those examined. GUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 250 - Era of the American Revolution

**Prerequisites:** ENG 100 or ENG 101 or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** An in-depth view of the American struggle for independence, removing much of the mythology that surrounds this classic confrontation between colonies and mother country. Beginning with the French and Indian War, the course examines the crises leading to revolution, the military aspects of the war itself, and ends with a look at the new nation in its infancy. Particular attention is focused on both British and Colonial views toward independence, the conspiratorial activities of the radical revolutionary minority, and the roles played by various individuals on all sides of the struggle in the War for Independence.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 255 - The Civil War and Reconstruction

**Prerequisites:** Completion of RDG 001 and/or RDG 002/

**Description:** The era of the Civil War and Reconstruction was the most traumatic in American history. The nation underwent an orgy of bloodshed and hatred, the aftereffects of which can still be seen to this day. This course examines the events and personalities of that turbulent era during which the nation was forged.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 260 - Twentieth Century Genocide

**Prerequisites:** HIS 102, HIS 209, or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** The subject matter of this course will be the history of ethnic/religious genocide during the 20th century. The topics covered will include the Armenian massacre of 1915-1918, the Jewish Holocaust (Final Solution) of World War II, as well as some contemporary examples of genocide, i.e. Bosnia, Rwanda, the Caucasus, etc. The prime emphasis will be on the Holocaust, with a focus on the lessons learned from this historical experience.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### HIS 270 - Racism in the Modern World

**Prerequisites:** One prior history course, either HIS 101, HIS 102, HIS 103, HIS 104, HIS 105 or HIS 106, completion of RDG 001 and/or RDG 002.

**Description:** (Students who require ENG 001 or RDG 001 cannot take this course until these requirements are met.) This course examines the origins and development of the national forces and institutions that have shaped racial ideas and practices over the last 500 years. Through a variety of historical materials, students will explore the comparative aspects and dimensions of racism, from early European overseas conquests to contemporary struggles for national political power.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 280 - The Atlantic World 1450-1820**

**Prerequisites:** Completion of RDG 001 and/or RDG 002

**Description:** The European navigations of the fifteenth century permanently connected four major continents and their distinct peoples many of whom before this time had no or only sporadic contact with one another. From 1450 onwards the Atlantic Oceans served as a "corridor" through which peoples, ideas, and things were exchanged and transformed. This course explores the Atlantic world created by this corridor by examining several themes: maritime exploration, European-Indian-African interactions, the rise of European imperialism in the Americas, the creation of Atlantic American communities in the Americas, the growth of an Atlantic economy, and rebellion and revolution in the Atlantic world.

SUNY GEN ED-n/a; NCC GEN ED-SBS, PLDI

**Offered:** Summer

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 290 - Religion in American History**

**Prerequisites:** ENG 100 or ENG 101.

**Description:** Religion has played an important role in the political, social, cultural, and intellectual history of America from the colonial era to the present. This course examines the diverse religions that have influenced and that have been influenced by the American past. Some of the belief systems considered are Protestant denominations, Roman Catholicism, Judaism, Islam, Buddhism, Hinduism, Mormonism, and African-American and Native-American religions.

SUNY GEN ED-n/a; NCC GEN ED-PLDI, SBS, WESH

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

### **HIS 295 - Independent Study-History**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly HIS 699. Students who have completed HIS 699 will not receive credit for HIS 295.

**Credit Hours:** 3

**Department:** His/PolSci/Geo/LatinAm Studies

# Health Information Technology

## HIT

### **HIT 101 - Introduction to Health Information Technology**

**Description:** This course examines the concept of using health data and presenting it as usable information. Verification of data, data timeliness, data accuracy and data appropriateness, various data sets and data sources are discussed. Governmental requirements for data reporting are reviewed. The basics of medical record administration, including format and documentation compliance are also discussed. Students review and analyze actual medical records. Laboratory fee applies. Students who received credit for HIT 250 Health Care Data Structure and Delivery Systems will not receive credit for HIT 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### **HIT 151 - Medical Terminology**

**Description:** This course will prepare students for careers in medical administration by reviewing the terminology associated with many areas of medicine such as cardiovascular, digestive, central nervous, genitourinary, respiratory systems, etc. Emphasis is placed on etymology of words. (Students receiving credit for OFT 151 will not receive credit for HIT 151.)

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### **HIT 154 - Computer Software Applications in Health Care**

**Description:** This course covers an overview of commonly available software tools used in health care, including introduction to encoding tools and computer assisted coding software used in health data processing. It includes an introduction to the electronic health record (EHR) process and the various health information systems currently used in health care delivery in the US. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### **HIT 156 - Medical Coding CPT**

**Description:** Concurrent Requisite: (AHS 131 or AHS 225 or BIO 101) and HIT 151 (with a grade of C or better in both courses) or permission of the Chairperson. Cannot be in the same semester with HIT 170 and/or HIT 171.

This course provides instruction in the classification and coding of all ambulatory care and outpatient care encounters. The students will become familiarized with all aspects of CPT Coding and HCPCS Level II Coding. The course covers interpreting medical chart documentation and operative reports to accurately assign CPT codes for maximum physician reimbursement. Students will use popular coding software. Laboratory fee applies. (Students receiving credit for OFT 156 will not receive credit for HIT 156.)

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### **HIT 158 - Reimbursement Methodologies**

**Prerequisites:** HIT 156 (with a grade of C or better) or permission of the Chairperson.

**Description:** Concurrent Requisite: HIT 170 (with a grade of C or better) or permission of the Chairperson.

This course is designed to familiarize students with the basics of medical billing insurance reimbursement, and medical record documentation. The various types of prospective payment systems (PPS) used in health care reimbursement are discussed. Students complete billing, insurance and medical documentation forms, both manually and electronically. The course includes the study of the impact of federal legislation on health care reimbursement and an overview of the Federal Register. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### **HIT 160 - Introduction to Healthcare Data Analytics**

**Description:** Concurrent Requisite: HIT 151, HIT 154 (with a grade of C or better in both courses).

This course introduces the role of healthcare data analyst and healthcare data analytics in the healthcare delivery system. The various healthcare data sources and how healthcare data is organized, processed, and analyzed are reviewed. The impact of healthcare data

analytics to healthcare delivery, operations, and outcomes are discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 161 - Excel and Data Management for Healthcare Data Analytics**

**Prerequisites:** None.

**Description:** This course introduces students to the basics of data management by hands-on training utilizing popular healthcare data analysis tools, spreadsheet templates, and database applications. Students will receive instruction on how to store, retrieve, and analyze healthcare data.

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 162 - Advanced Excel and Data Management for Healthcare Data Analytics**

**Prerequisites:** HIT 161 (with a grade of C or better in each course) or permission of the Chairperson. Concurrent Requisite: HIT 160, MAT 102 (with a grade of C or better in both courses).

**Description:** This course introduces students to the theory and practical application of healthcare data analytics. It provides students with the fundamental concepts of database management and healthcare data sources. The course also prepares students to store, retrieve, and analyze healthcare data and evaluate the effectiveness of healthcare treatment, services, and operations. Structured Query Language SQL will be introduced.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 166 - Healthcare Report Writing and Data Visualization**

**Prerequisites:** HIT 160, HIT 161, HIT 162, MAT 102 (with a grade of C or better in each course). Corequisites: HIT 156, HIT 170, HIT 171 (with a grade of C or better in each course).

**Description:** This course prepares students to utilize database query syntax and popular healthcare data visualization software. Students will formally report clinical, administrative, and financial healthcare data through visual design and display.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 170 - ICD-10-CM Diagnostic Coding**

**Description:** Prerequisite: AHS131 or AHS225 or BIO101 and HIT151 with a grade of C or better in both courses. Cannot be taken concurrently with HIT156.

This course will familiarize students with all practices and conventions of the ICD-10-CM coding classification. Students will learn to assign alphanumeric codes for medical offices, hospitals, ambulatory surgery centers, and other type of healthcare facilities. Emphasis will be placed on accurate code selection following approved guidelines and coding conventions.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 171 - ICD-10-PCS Procedural Coding**

**Description:** Prerequisite: AHS 225 or AHS 131 or BIO 101 and HIT 151 with a grade of C or better in both courses.

Concurrent Requisite: HIT 170.

This course will familiarize students with structure and conventions of the ICD-10-PCS coding classification. Students will learn the process of building codes in the PCS system including review of anatomy and code structure by body part for each of the body systems and related sections of the PCS classification. Emphasis will be placed on accurate code selections following approved guidelines and coding conventions.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 175 - Study of Disease for HIM Professionals**

**Description:** Prerequisite: AHS131 or BIO101 and HIT151 with a grade of C or better in both courses.

Concurrent Requisite: AHS 132.

This course will provide students with the fundamental concepts of disease processes and their commonly used medications as documented by clinicians required for the accurate assignment of diagnostic and procedural coding. A working knowledge of the nature and cause of disease including the etiology, signs, symptoms, diagnostic evaluation, clinical treatment, and pharmacology management of disease processes necessary for a career in the health information management profession are presented. Students will define pharmacological terminology and identify the route of administration, indications, adverse

effects and related laboratory studies for commonly used medications.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 248 - CCS Test Prep**

**Prerequisites:** Permission of Department Chair

**Description:** This course prepares students to sit for the CCS national coding certification exams. Examination study strategies and resources are introduced. Students will review CPT and ICD coding strategies and techniques. Classification systems and secondary data sources are reviewed. Students will complete CCS case studies and mock exams.

*Credit Hours: 1*

*Department: Administrative Business Tech*

### **HIT 250 - Health Care Data Structure and Delivery Systems**

**Description:** This course examines the concept of using health data and presenting it as usable information. Verification of data, data timeliness, data accuracy and data appropriateness, various data sets and data sources are discussed. Governmental requirements for data reporting are reviewed. The basics of medical record administration, including format and documentation compliance are also discussed. Students review and analyze actual medical records. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 258 - Medical Coding Internship**

**Prerequisites:** HIT 101, HIT 154, and HIT 158 (with a grade of C or better in each course) or permission of the Chairperson.

**Description:** Concurrent Requisite: HIT 272 (with a grade of C or better in each course) or permission of the Chairperson.

This course is a supervised work experience that provides students with exposure to coding practices in a hospital, physician's office, clinic or other health care setting with directed projects common to the typical coding tasks of a clinical coding specialist. Students are introduced to health information technology and coding procedures through observation, study and work. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Administrative Business Tech*

### **HIT 260 - Quality Management and Organizational Resources in HIM**

**Prerequisites:** HIT 101 and HIT 154 (with a grade of C or better in each course) or permission of the Chairperson.

**Description:** This course covers quality assessment and improvement tools related to health information management. Regulations surrounding utilization management and risk management are discussed. Organizational functions of health information management systems are also discussed. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall*

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **HIT 264 - Applied Healthcare Data Analytics**

**Prerequisites:** HIT160, HIT 161, HIT 162, MAT 102 (with a grade of C or better in each course). **Corequisites:** HIT 156, HIT 166, HIT 170, HIT 171 (with a grade of C or better in each course).

**Description:** This course prepare students to work with a multidisciplinary team on a healthcare project. It reinforces data analytic skills developed using healthcare case studies. Students will learn key project management and performance improvement skills. SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **HIT 270 - HIM Regulatory Issues in the Law**

**Prerequisites:** HIT 101 (with a grade of C or better) or permission of the Chairperson

**Description:** This course introduces the students to legal issues surrounding the field of health information management. Health information/record laws and regulations are discussed including confidentiality, privacy, and security and usage of health information. Ethics and court decisions that affect healthcare are discussed. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **HIT 272 - Advanced Medical Coding**

**Description:** Prerequisite: (AHS 132 or BIO 101) and HIT 151, HIT 156, HIT 170, HIT 171 (with a grade of C or better in all courses) or permission of the Chairperson.

Concurrent Requisite: HIT 175 (with a grade of C or better) or permission of the Chairperson.

This course focuses on the advanced practices and conventions of ICD-10-CM/PCS and HCPCS CPT coding. Students review and code intermediate and advanced surgical and medical scenarios related to various body systems. Coding standards, guidelines, and regulatory requirements for each system are discussed. Students are introduced to diagnostic and procedure based prospective payment systems including MS-DRGs, APR-DRGs, RUGs, APCS, RBRVS, and E&M coding, as well as diagnostic coding systems including ICD-O and the DSM-5. Course includes an introduction to Systemized Nomenclature of Medicine (SNOMED) and its role as a basis for the electronic health record (EHR). Students utilize popular encoder/grouper computer software.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **HIT 278 - Health Information Management Internship**

**Prerequisites:** HIT 101 and HIT 154 (with a grade of C or better in each course) or permission of the Chairperson.

**Description:** Concurrent Requisite: HIT 270 (with a grade of C or better) or permission of the Chairperson.

This course is supervised work experience that provides students with exposure to health information management practices in a hospital, physician's office, clinic or other health care setting with directed projects common to the typical responsibilities of a health information technologist/medical records specialist. Students are introduced to health information management and medical records procedures through observation, study and work. Weekly seminars reinforce work experience. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

**Credit Hours:** 3

*Department: Administrative Business Tech*

## **Human Services**

### **HMS**

#### **HMS 101 - Introduction to Human Services**

**Description:** This course provides students with an understanding of the human services profession: its goals and objectives, theories

and methods, and structures and organizations. Emphasis is placed on the role of the human service provider in working with youth, families, the aged and disadvantaged populations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: On Occasion*

**Credit Hours:** 3

*Department: Sociology*

#### **HMS 102 - Interviewing in Human Service Practice**

**Description:** This course teaches interview skills, cultural competency and assessment for beginning human service case managers. A variety of procedures for effective interviews in different areas of practice are studied and practiced along with the holistic case management process, which links vulnerable clients with appropriate services and supports. Skills of exploration listening and documentation are addressed. Traditional lectures, role playing and classroom experiential learning will be significant course components.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: On Occasion*

**Credit Hours:** 3

*Department: Sociology*

#### **HMS 117 - Introduction to Social Work**

**Description:** This course focuses on roles helpers play and locations for social work practice. Topics include professional values, the knowledge base of the profession and introduction to case management. Interventions in individual and community life as well as policy formulation and implementation. Social welfare history is also presented and special attention is paid to working with populations at risk and the importance of cultural competency. Students begin to formulate a professional identity.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

*Department: Sociology*

#### **HMS 200 - Human Service Skills**

**Prerequisites:** HMS 117

**Corequisites:** HMS 117

**Description:** This course surveys the fundamentals of support services. It includes concepts and skills in counseling; interviewing techniques a review of case management, working with families and groups, cultural competency, research skills and biopsychosocial assessments.

\*This course includes an applied learning component. Students who have taken CSW 200 will not receive credit for HMS 200.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Sociology*

### **HMS 205 - Human Services Internship**

**Prerequisites:** HMS 117 and permission of instructor.

**Description:** The course includes seventy-five field hours spread out across the semester, plus one and 1/4 seminar hours per week.

Students are placed in an established human service agency under professional supervision.

Class work focuses on the practical aspects of working in a human service agency, such as: professional responsibilities; supervisory and organizational skills; values and ethics and stress management. Special attention is paid to cultural competency and professionalism.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Sociology*

## Human Rights Studies

### **HRS**

#### **HRS 101 - Introduction to Human Rights Studies**

**Prerequisites:** Completion of remedial courses in MAT, ENG and RDG.

**Description:** Introduction to Human Rights Studies uses an interdisciplinary approach incorporating sources from United Nations reports, human rights documents, legal documents, literature, film, art and media to encourage critical thinking in the study of international human rights. This course investigates what human rights are, how they are monitored and defended by governments, international agencies and NGOs and what happens when human rights are violated. (Important case studies will be examined). SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

#### **HRS 105 - Introduction to Peace Studies**

**Description:** This interdisciplinary course examines theories of war and non-violence; literature of domestic and foreign peace movements; the gender-military/war/peace connection; and global, national, and local organizations committed to non-violent

conflict resolution. With both domestic and global components, the course would satisfy credit requirements in both Global/Non-Western and Pluralism and Diversity categories. Writing is an integral component of the course, as is the use of other media, including art, music, and film.

SUNY GEN ED-N/A; NCC GEN ED-GLNW, PLDI

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

#### **HRS 294 - Human Rights Studies Internship**

**Prerequisites:** HRS101 and permission of the department.

**Description:** Supervised placement in a Non-Governmental Organization (NGO), corporation or other setting relevant to the study of Human Rights and the student's area of interest in order for the student to gain "hands on" experience in the field of Human Rights Study as well as enrich the theoretical practices and concepts explored in the classroom. Expenses may be incurred as a result of travel to the work site.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

## Hospitality

### **HTL**

#### **HTL 150 - Introduction to Tourism**

**Description:** This course is designed to introduce students to basic concepts and the language and scope of the tourism industry. It includes the evolution, economic function and analysis of modes, organization, and arrangement of travel.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **HTL 155 - International Hospitality Industry**

**Description:** A course providing students with techniques and international methods of tourism, culinary arts, hotel/restaurant management. It includes independent research, visits to hotels, restaurants, culinary arts schools and hotel universities. Special expenses for students: air fare to and from foreign countries, food, lodging, taxes, transfers, etc., for approximately two to three weeks.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Hospitality Business*

#### **HTL 161 - Hospitality Management**

**Description:** Traces the growth and development of the lodging industry from early times to modern hotel and motel operations. Covers the application of marketing research to site location, customer demand and determination of operational needs. Includes design and layout, front office requirements, maintenance, equipment and housekeeping activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **HTL 162 - Hospitality Human Resources**

**Description:** Advanced management techniques and problems confronting the hotel-motel industry. Emphasis on personnel and labor relations. Dimensions of personnel management and responsibilities, operational problems of seasonal arrangements and various aspects of employee development and career potential are covered. Current and future industry-wide trends and problems are also investigated.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **HTL 165 - Facilities Planning and Design**

**Description:** The course of study concentrates on the hotel/restaurant complex, taking into consideration all phases of the enterprise, including coverage of topics in equipment selection, mechanical operations, traffic flow, hotel operations, and other ancillary functions to prepare the innkeeper and his/her staff for effective decision making.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **HTL 171 - Food and Beverage Operations**

**Description:** An introduction to food and beverage management, including the elements of stewarding, staffing, budgeting, purchasing, ordering, receiving, storage and control. Topics include equipment layout and design, sanitation and analysis of the food and beverage operation in relation to the lodging facility.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 172 - Food Services Cost Analysis

**Description:** An intensive study of the 'control' aspects of the food and beverage industry that dictate profit or loss. Emphasis is placed on sales analysis, pricing, portion control, cost analysis, menu scoring and guideline percentage tests for all major expense components integral to food and beverage operations. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 174 - Fundamentals of Food Production

**Description:** An introduction to food preparation emphasizing basic culinary skills, practices, and the complete sanitation program in food establishments. Chef Instructor demonstrates proper culinary methods and preparations. Students then perform learned skills. Students are required to produce foods and clean and sanitize the kitchen laboratory. Lifting required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 175 - Food and Beverage Merchandising

**Description:** Emphasis is placed on the presentation function including menu design & layout, wine & beverage selection, promotion, theme development, creating an atmosphere for dining & marketing the "total product." Students will learn how to cost-out menu items & how to develop a menu. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 176 - Advanced Food Production Techniques

**Prerequisites:** HTL 174

**Description:** Commercial food preparation emphasizing quantity food production, the elements of baking, and the institutional approach to volume feeding. Chef Instructor also demonstrates more advanced techniques of food preparation. Students are required to produce foods and clean and sanitize the kitchen laboratory. Lifting required. Uniform required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 177 - Servsafe Sanitation

**Description:** Students learn the basic concepts of food safety that is needed to help protect consumers and businesses against foodborne illness outbreaks. The course demonstrates industry safety methods utilized in food handling, storage, and preparation. It prepares students for an exam sponsored by the National Restaurant Association and administered at the college. Servsafe is a nationally recognized certification.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Winter

**Credit Hours:** 1

**Department:** Hospitality Business

### HTL 178 - Event Planning

**Description:** An opportunity for hands-on experience in the catering, banquet, convention and function business. Topics include banquet service, convention sales and packaging, catering menus, recipes, and food preparation. The student meets one class lecture per week and actually produces two catered special functions (approximately 17 hours per function) per semester. The student plans, costs-out, prepares and serves the special function for the advancement of the College community on dates established by the instructor.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 180 - Front Office Management

**Description:** The analysis of the coordination of all departments emphasizing the control function. Topics include front office procedure, cash control, credit and collections, record keeping, equipment management and the integration of business machines in posting and auditing procedures. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 190 - International Wines and Beverages

**Description:** An introduction to the major wine-growing regions of the world and the factors necessary to create an acceptable final product. Topics will include growing and vinification techniques, law and labeling,

geography. The course will include discussion on distilled spirits and an introduction to bartending. Students may receive AHMA "Serving Alcohol with Care" Certification. Fee required.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 200 - Hotel Operations Research Seminar

**Description:** A comprehensive analysis of developments and problems in the hotel/motel industry utilizing contemporary developments. Emphasis is placed on the integration of the hotel/motel business with the hospitality industry and its present and future role. Students are involved in extensive case analysis. Some field trips required. Minimum 21 hotel/restaurant credits completed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 203 - Hospitality Operations Research Seminar

**Description:** Prerequisite: 15 credits in hotel/restaurant courses completed prior to registration.

This course is an analysis of contemporary developments and problems in the hospitality industry. All facets are explored including luxury to boutique hotels, institutional feeding, fast foods, and specialty restaurants from gourmet to catering.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 205 - Food and Beverage Operations Research Seminar

**Description:** An analysis of contemporary developments and problems in the food service industry. All facets are explored including institutional feeding, fast foods, and specialty restaurants from gourmet to catering. Some field trips required. Minimum 15 hotel/restaurant credits completed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### HTL 242 - Hospitality Internship

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom. Students must



complete 350 hours on-the-job training as assigned by the professor in conjunction with assigned papers and coursework. Some office visits are required by the assigned professor.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Hospitality Business*

### **HTL 295 - Independent Study- Hospitality Business**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly HTL 699. Students who have completed HTL 699 will not receive credit for HTL 295.

*Credit Hours: 3*

*Department: Hospitality Business*

## Inter Global Studies

### **IGS**

#### **IGS 101 - Modern World Societies I**

**Description:** This interdisciplinary social science course will chronologically explore the development of the modern world from 1500 to 1877. Course content will focus on such topics as scarcity, population dynamics, disease, industrialization, poverty, conflict, and international trade. Pertinent skills will be developed. This course will give students an awareness of the interdependence among past and present nations. Students will work with maps to gain an understanding of geography and the changing world order.  
SUNY GEN ED-GOWC, GSBS; NCC GEN ED-WESH, PLDI, SBS GLNW  
*Offered: Fall*

*Credit Hours: 3*

*Department: Economics and Finance*

#### **IGS 102 - Modern World Societies II**

**Description:** This interdisciplinary social science course will chronologically explore the development of the modern world from 1878 to the present. Course content will focus on such topics as scarcity, population dynamics, disease, industrialization, poverty, conflict, and international trade. Pertinent skills will be developed. This course will give students an awareness of the interdependence among past and present nations. Students will work with maps to gain an understanding of geography and the changing world order.  
SUNY GEN ED-GOWC, GSBS; NCC GEN ED-WESH, PLDI, SBS, GLNW  
*Offered: Spring*

*Credit Hours: 3*

*Department: Economics and Finance*

## Interior Design

### **INT**

#### **INT 101 - Interior Design Studio I**

**Description:** This course presents an overview of methods for designing residential, business and institutional interiors. Topics taught include the functions and responsibilities of the interior designer as distinguished from other practitioners in the field, space selection, analysis and planning, scale drawing, projections, furniture layouts. Average Materials Cost: \$225.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 102 - History of Furnishings and Design**

**Description:** This course is a comprehensive survey of the development of furnishings, architecture, decorative arts and interior design from Ancient times through the 21st century. Principle periods include: Classical, Medieval, Renaissance, Baroque, Rococo, Neo-Classical, Arts & Crafts, Art Nouveau, Art Deco, Modern and Post Modern. The development of styles is chronologically traced within the context of the prevailing social, historical, economic and political forces that affect design. Field trip required. Additional transportation fee and museum entrance fee required  
SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 103 - Trends in Furniture and Lighting Design**

**Prerequisites:** ENS 101 and INT 101.

**Description:** This course covers trends and influences on 20th-century furniture and lighting for the home, office and public interior spaces. The latest trends and technologies are examined through a study of the furniture design process. Crafts and art furniture, antiques and collectibles, are studied for their influences on trends. The wide range of available lighting materials is explored. Creation of dramatic and functional lighting effects and spatial interpretations are studied. Average Materials Cost: \$50.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 104 - Color for Home Furnishings and Design**

**Description:** This course familiarizes students with color language and technology as it applies to interior design. It focuses on the following areas: light and color, color systems, color schemes, special color effects, practical approaches to and the psychological impact of colors. In addition, students are taught to design a color schematic which is applied to a variety of room plans, and to solve common color problems. Average Materials Cost: \$150.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 105 - Resources and Materials**

**Prerequisites:** INT 101.

**Description:** Emphasis is on the analysis, identification and application of materials for interiors. Wall and floor coverings, cabinetry, windows and upholstery are examined. Students learn to estimate cost and quantities of materials needed for design projects. Resources (vendors of furniture, fabrics, accessories, etc.) are explored. Field trips to suppliers, workrooms and "trade only" showrooms will be scheduled. There will be classroom lectures by manufacturers' representatives and other industry spokespeople. Average materials cost: \$50.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 107 - Professional Practices and Business Techniques**

**Prerequisites:** INT 201.

**Description:** This course is designed to prepare students to understand and execute business aspects of Interior Design. It teaches the concepts and skills necessary to start and to develop an Interior Design business. Sample topics covered include types of business formations, formulating contracts, project management, methods of determining and applying fees, securing financial and legal council, professional ethics, etc. Students are required to develop a prototype client job book - developing a full battery of working forms which are standard in the industry. Average Materials Cost: \$75.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **INT 142 - Field Training**

**Prerequisites:** Permission of instructor or Department Chairperson.

**Description:** Students work for appropriate business firms to enrich the theoretical concepts previously developed in the classroom. Enrollment limited to Interior Design students.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring, Summer*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 201 - Interior Design Studio II

**Prerequisites:** INT 101.

**Description:** Students who have taken INT 106 will not get credit for INT 201. (Formerly INT 106). Presents a lesson in mechanical, studio drafting for interior design majors. Students will be required to draw layouts, elevations, reflective ceiling plans, matrix assessments, and perspective thumb-nail drawings. This will prepare each student for the full gamut of drawings that professional interior designers must necessitate. The presentations of these projects meet a criteria for portfolio development. Average Materials Cost: \$75.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 203 - Presentation Techniques for Interior Designers

**Corequisites:** INT 101.

**Description:** This course develops and perfects the rendering skills necessary to allow learners graphic expression of interior space. Client presentation technique, visual skills and scale modeling are emphasized as well as materials and coordination.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 204 - Interior Lighting Design

**Prerequisites:** INT 101

**Description:** This course presents an overview of methods for the design of interior lighting. Topics taught include: lamps, luminaires, lighting controls, color, psychology and brightness, as well as applications for residential and commercial interior lighting. Students will complete an interior lighting project including lighting plans and fixture specifications.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 206 - Interior Design Working Drawings

**Prerequisites:** INT 101, INT 102, INT 104, INT 201, ENS 101, ENS 105, ART 111, CET 101.

**Corequisites:** INT 103, INT 105, INT 107, CET 107.

**Description:** Must be an Interior Design Major. This course teaches the student to prepare a set of working drawings for use by a contractor and / or architect. Architectural drafting techniques, schedules, specifications of materials and finishes, principles of door window and cabinet detailing are included. The learner will survey architectural drawings and identify with the conventions employed by architects, engineers and building trades. Materials Fee. Enrollment limited to Interior Design students.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Spring*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 210 - Interior Studio Design III

**Prerequisites:** INT 201.

**Description:** This studio course requires the student to focus on specific building types and user groups such as corporate, retail and institutional. Research methods and client requirements are introduced along with techniques in the diagramming and programming of interior space to provide client needs. Design concept, image, color and finishes, graphics, building codes and universal as well as sustainable design are emphasized. Student presentations will be evaluated by professional interior designers. Material fee.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 220 - Interior Design Studio IV

**Prerequisites:** INT 210.

**Description:** Through research, design analysis, and problem solving students explore the wide variety of user groups and discover the challenges associated with the use of multi functional hospitality design. Emphasis on GREEN DESIGN lighting, materials, details color, finishes, barrier free design and building codes. Industry professionals will be available for critique of student projects. Materials Fee.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Marketing & Retailing

### INT 295 - Independent Study-Interior Design

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly INT 699. Students who have completed INT 699 will not receive credit for INT 295.

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Italian

### ITA

#### ITA 101 - Beginning Italian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the first course in the ITA 101-ITA 102 sequence. Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Italian speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Foreign Languages

#### ITA 102 - Beginning Italian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 101 or equivalent.

**Description:** This is the second course in the ITA 101-ITA 102 sequence. Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Foreign Languages

#### ITA 201 - Intermediate Italian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 102 or equivalent.

**Description:** This is the first course in the ITA 201-ITA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### ITA 202 - Intermediate Italian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 201 or equivalent.

**Description:** This is the second course in the ITA 201-ITA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### ITA 225 - Italian for Business

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 102 or permission of the instructor.

**Description:** Using print, video, and electronic media this course offers students a practical knowledge of Italian business terminology and procedures. It will introduce students to such topics (in Italian) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### ITA 261 - Advanced Italian 1

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 202 or equivalent.

**Description:** This is the first course in the ITA 261-ITA 262 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Italian. Formerly ITA 301. Students who have completed ITA 301 will not receive credit for ITA 261

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### ITA 262 - Advanced Italian 2

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 202 or equivalent.

**Description:** This is the second course in the ITA 261-ITA 262 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Italian. Formerly ITA 302. Students who have completed ITA 302 will not receive credit for ITA 262

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

## Information Technology

### ITE

#### ITE 101 - Introduction to Information Technology

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting this course.

**Description:** Students will not receive credit for both ITE 101 and CMP 103. This course offers a broad-based introduction to the field of Information Technology (IT) including its evolution, current trends and future directions. Students will be introduced to the various aspects of IT along with an understanding of the technical support that is provided to employees and organizations. IT fundamentals, operating systems and hardware, web development, networking, and information and database systems will be covered.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### ITE 153 - Operating Systems Management

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting this course.

**Description:** This course examines the fundamental role of operating systems as

it relates to the interaction of hardware and application software. Students will learn core operating system technologies including installing, configuring, and maintaining operating systems for client workstations in both networked and non-networked environments. Students will obtain a basic understanding of hardware components, desktop components and interfaces. They will learn how to use various system administration tools and utilities to manage an operating system. Emphasis is placed on creating a computing environment for users which will maximize productivity and minimize workstation problems. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

#### ITE 154 - Web Programming I

**Prerequisites:** At least a C or better in both CSC 104 and ITE 101.

**Description:** This course is an introduction to the fundamentals of programming using a modern object-oriented scripting language such as JavaScript. Object-oriented and fundamental programming concepts are covered along with events, event handlers, both built in functions and user-defined functions, predefined and user-defined objects, web form validation and browser considerations. Projects and assignments will mirror real-world applications and usage. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### ITE 204 - Java Programming

**Prerequisites:** A grade of C or better in ITE 154.

**Description:** This course is an introduction to object-oriented programming using the Java programming language. Students will become familiar with the concepts of objects and classes, inheritance, polymorphism, and encapsulation. Topics include creating graphical user interfaces, servlets, networking, and exception handling. Optional topics include applets and multi-threading. Students who have completed CMP 218 will not receive credit for ITE 204. (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 4*

*Department: Math/Computer Science/Info Tec*

**ITE 213 - Data Communications and the Internet**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** Students should have a basic knowledge of computer hardware and software and be able to navigate within an operating system environment. This course is designed to acquaint the student with the interface, hardware, software, and the communications protocols necessary to utilize various information systems of both local and global networks. Topics include: installation of communications hardware and software, Local Area Networks (LAN), Wide Area Networks (WAN) and the Internet, along with governance and structure of computer networks. Sites and domains, remote connections, file transfer protocols, electronic resources, navigation of remote domains and networks, networking security, societal impact and related issues will be covered. Students who have completed CMP 110 will not get credit for ITE 213. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**ITE 215 - Topics in Data Communications and Enterprise Networks**

**Description:** Pre or Concurrent Requisites: A grade of C or better in ITE 213.

This course discusses topics involving the interface, hardware, software, and communications protocols necessary to utilize various information systems of both local and global networks. Topics include: hands on installation of communications hardware and software, Local Area Networks (LAN), Wide Area Networks (WAN). Other topics are network operating systems, introductory hands on experience with router and switch configuration, navigation of remote domains and networks, and networking security. Students will use popular networking equipment that is widely used in industry. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**ITE 217 - Information Security**

**Prerequisites:** A grade of C or better in ITE 153; concurrency with ITE 153 permitted.

**Description:** Information security has risen to a prominent place in the ever expanding information technology field. This course

will cover major topics associated with a balance of system access and system security. It will provide students with an overview of security challenges and strategies of counter measures in the information systems environment. Topics covered in this course include understanding information security terminology, identifying network security vulnerabilities and understanding how malicious attacks, threats, and vulnerabilities impact an IT infrastructure. Cryptography and its use in the field of information security will enable students to understand system architecture in security operations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**ITE 223 - Network Management I**

**Prerequisites:** A grade of C or better in ITE 153; concurrency with ITE 213 permitted.

**Description:** This course is designed to cover fundamental and advanced concepts in network theory and system administration. Use of the network operating system in planning and management of directory services and network file systems are stressed. Additional topics include: setting up and maintaining user accounts, protecting network data, network printing, management of devices, application software, workstation management, data communications and network security. This course contains knowledge units typically needed for professional certification. The lab portion of the course incorporates a widely used network operating system by Novell and/or Microsoft. Students who have completed CMP 208 will not receive credit for ITE 223. (4.5 lecture hours). Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**ITE 227 - Computer Forensics**

**Prerequisites:** A grade of C or better in ITE 153, ITE 217 and ITE 223; concurrency with ITE 223 permitted.

**Description:** This course will introduce techniques and practices for gathering and analyzing evidence used to solve crimes involving computers. This is a hands-on approach to the tools and methodologies used in computer forensics. It will examine the fundamentals and best practices for incident response and data acquisition. Current tools and procedures will be surveyed, implemented, and studied using virtual machines and cloud services to reinforce the principles of forensic investigations. It will also examine report

writing, testimony delivery, elicitation of experts and witnesses, and the ethics of investigations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**ITE 237 - Hacking & Defensive Technology**

**Description:** Prerequisite: ITE 217 with C or better grade.

This course introduces topics associated with investigating and combating the techniques utilized by hackers and cybercriminals. Students will learn different methodologies utilized by hackers including foot-printing, port scanning, and social engineering. In addition, the course will cover various defensive technologies and incident responses used to tighten network security. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**ITE 252 - Database Management**

**Prerequisites:** A grade of C or better in both CSC 104 and ITE 101.

**Description:** This course is an introduction to database processing for business applications. Emphasis is placed on the design, implementation and administration of a database as well as the use of Structured Query Language (SQL). Students will develop applications using a popular DBMS software package. Students who have completed CMP 252 will not receive credit for ITE 252. (4.5 lecture hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**ITE 253 - Network Management II**

**Prerequisites:** A grade of C or better in ITE 223.

**Description:** This course is designed to cover advanced concepts in network configuration and implementation. Topics include methods of installation, and upgrading of server operating system software along with implementation, merging and integration techniques. Configuration and applications of multiple protocols including, Web server and File Transfer Protocol (FTP) services, will also be discussed. This course contains knowledge units typically needed for professional certification. This course will incorporate a widely used network operating system by Novell and/or Microsoft. Students who have

taken CMP 209 will not receive credit for ITE 253. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### ITE 254 - Web Programming II

**Prerequisites:** A grade of C or better in ITE 154.

**Description:** This course offers students advanced instruction in web programming via server-side and client-side programming languages and database integration. Students develop interactive web pages to understand how web professionals build e-commerce and search sites in the job marketplace. Languages PHP, JSP, and CSS are used and integrated with MySQL. Various development tools are explored.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

### ITE 255 - Routing and Switching Essentials

**Prerequisites:** A grade of C or better in ITE 213 and ITE 215.

**Description:** This course will cover the architecture, components, and operations of routers and switches installed on a computer network. Students learn how to configure a router and a switch for basic functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with routing protocols such as RIPv1, RIPv2, and single-area and multi-area OSPF. In addition students will learn how to troubleshoot virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 6*

*Department: Math/Computer Science/Info Tec*

### ITE 264 - Applications Development

**Prerequisites:** A grade of C or better in ITE 252 and ITE 204 or CMP 219 or permission of the Department; concurrency with ITE 252 permitted.

**Description:** This course introduces to the student computer programming using a GUI (Graphical User Interface) programming language. Business and information system applications are developed using Visual Basic. NET. The course provides the concepts of event-driven programming, terms, rules, and programming components for database application development. Students who have

completed CMP 214 will not receive credit for ITE 264. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

## International Field Training

### IWS

#### IWS 142 - International Field Training

**Prerequisites:** Permission of Department Chairperson.

**Description:** During summer intersession. Students work for appropriate international business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom. Students work outside of the U.S.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### IWS 299 - Practicum Presentation

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 0*

*Department: Marketing & Retailing*

## Japanese

### JPN

#### JPN 101 - Beginning Japanese I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening, comprehension, and simple conversational patterns. This course is not intended for students of Japanese speaking background. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN-ED-HUM, GLNW

*Offered: Fall, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

#### JPN 102 - Beginning Japanese II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. JPN 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and

simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

## Jewish Studies

### JWS

#### JWS 102 - Jews in Biblical and Medieval Cultures

**Description:** This course examines Jewish life and culture, from the Biblical period in the Middle East through the Renaissance in Europe, including Mizrahic and Shephardic populations. We begin with Jewish origins and identities, noting how the earliest Jewish communities developed and changed. We consider specific challenges, such as the destruction of the temples and life in the diaspora, as Jews settled and struggled in foreign lands. With attention to an emerging global Jewish community, the course employs primary and secondary sources from multiple disciplines, including literature, music, and art. SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM, PLDI, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

#### JWS 104 - Jews in the Modern World

**Description:** This course identifies Jewish responses to modernity from interdisciplinary and multicultural perspectives. We examine the impact of the Enlightenment on traditional communities, including the effects of the new conceptual frameworks such as Chassidism, Reform Judaism, Zionism, and Feminism. Using primary and secondary sources from a variety of disciplines, students learn how Jewish identity has been defined and redefined in evolving cultural contexts.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM, PLDI, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

## Korean

### KOR

#### KOR 101 - Beginning Korean 101

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation.

Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Korean speaking background. Laboratory component required.

*Offered: Fall, Winter, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

### **KOR 102 - Beginning Korean 102**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation.

Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Korean speaking background. Laboratory component required.

*Offered: Fall, Winter, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

## Latin American Studies

### **LAS**

#### **LAS 101 - Introduction to Latin American Studies**

**Description:** This course introduces students to the interdisciplinary study of the diverse nations, traditions, experiences, and concerns of the peoples in Latin America. Class, race, and ethnicity issues, gender, language, and identity will be explored through a variety of media. Sociological, political, literary, historical, and theoretical contexts will frame the examination of subjects such as family, religion, ideological perspectives, (neo) colonialism, labor, the state, the economy, the environment, and the arts.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

#### **LAS 105 - Introduction to Latino/a American Studies in the U.S.**

**Description:** This course is an introduction to the interdisciplinary study of Latinas and Latinos in the U.S. Students will examine the integration of various groups such as Puerto Rican, Mexican-American, Cuban, and Central American into a large society; the diverse contributions made by and issues facing the communities: immigration, assimilation, racism, identity, bilingualism, generational differences, political representation, social and

economic status, education, and forms of art; music and entertainment.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Spring*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **LAS 222 - Latin American Literature**

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual Listed with ENG 222) This course introduces students to the range of traditions that comprise the literatures of Latin America. It will examine literary productions in specific cultural and historical contexts.

Spanish, Portuguese, and Francophone literature, as well as indigenous works from such countries as Brazil, El Salvador, Argentina, Cuba, Puerto Rico, and Mexico will be studied in translation. Writing is an integral component of this course. This course may not be used for foreign language credit.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

## Latin

### **LAT**

#### **LAT 101 - Beginning Latin I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** The essentials of Latin grammar and vocabulary. Selected readings from prose authors. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **LAT 102 - Beginning Latin II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. LAT 101 or equivalent.

**Description:** The essentials of Latin grammar and vocabulary. Selected readings from prose authors. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

## Legal Studies

### **LAW**

#### **LAW 103 - Business Law I**

**Description:** An overview of the Law and the American legal system and court structure; an extensive study of the basic principles of the law of contracts, sales, and security devices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

#### **LAW 104 - Business Law II**

**Prerequisites:** LAW 103.

**Description:** The legal aspects of business including basic principles of real and personal property, bailments, wills and intestate succession. It will also cover business arrangements including partnerships, corporations, limited liability companies as well as commercial paper.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

#### **LAW 105 - Introduction to Current Law**

**Description:** The course explores the structure and function of our judicial system, focusing on basic areas of civil law including those dealing with employment, housing, marriage, contracts and banking. Legal transactions such as wills, mortgages and leases will be analyzed. The course prepares students for the myriad of real life situations they will encounter. For non-business majors only.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

#### **LAW 106 - Sports and the Law**

**Description:** Understanding the law in connection with the world of sports is important because the business of sports is a multibillion dollar industry that provides a variety of employment opportunities. Through the subject of sports, the course will cover topics in the law such agency, contracts, torts, crimes, discrimination towards women and persons with disabilities, international law, antitrust and labor law, intellectual property and alternative dispute resolution.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

#### **LAW 107 - Hotel Management Law**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Intermittently*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 108 - Disability Law & Social Policy**

**Description:** This course will explore the evolution of US Disability Law focusing on the creation, implementation and interpretation of legislative enactments and administrative regulations that define disability and accommodations that are required. The impact of governmental policies on individual rights and societal needs will be examined. Students will gain a conceptual and practical understanding of social responsibility, forms of discrimination, and current educational and employment rights and protections for those with disabilities.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 200 - Introduction to Law and the Legal System**

**Description:** A study of the American legal system, including its historical development and judicial structure. The course will emphasize legal process, reasoning, and analysis. The student will also learn about the paralegal profession, including its ethical responsibilities. Formerly LAW 300. Students who have completed LAW 300 will not receive credit for LAW 200.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 201 - The Law: Current Issues in Society**

**Description:** (Honors and non-Honors Sections) A study of the origins of law in the U.S.A. and its role in resolving societal issues and conflicts. Students will have the opportunity to explore various individual, societal issues and conflicts. Students will have the opportunity to explore various individual, societal and legal perspectives on contemporary issues. This course was previously title The Nature and Functions of Law.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 202 - Partnerships & Corporations**

**Prerequisites:** LAW 205.

**Description:** An in-depth study of the law of partnerships, corporations, and limited liability entities. An analysis will be made of the creation of the partnership as well as its termination. New York State corporate requirements will be analyzed with a view of the creation and termination of the corporation. The student will be required to prepare

the various partnership and corporation agreements and documents. Formerly LAW 302. Students who have completed LAW 302 will not receive credit for LAW 202.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 203 - Environmental Law, Policy & Sustainability**

**Description:** This course will explore the evolution of environmental law and policy focusing on the creation, implementation and interpretation of legislative enactments and administrative regulations. The impact of governmental policies on human needs and our natural resources will be examined. Students will gain familiarity with current issues and case law dealing with environmental disruption, sustainability and corporate social responsibility.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Intermittently*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 204 - Real Property**

**Prerequisites:** LAW 205.

**Description:** A study of the various types of real property relationships and transactions. Such areas as contracts, deeds, mortgages, leases, and title searches will be reviewed. The student will be required to prepare the various real property documents, compute closing adjustments, and prepare closing statements. Formerly LAW 304. Students who have completed LAW 304 will not receive credit for LAW 204.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 205 - Legal Research & Writing**

**Prerequisites:** LAW 200

**Corequisites:** LAW 200.

**Description:** The course will serve two functions: first, to teach the paralegal to use a library effectively in conducting legal research; and second, to prepare a written memorandum dealing with the results of this research. Formerly LAW 305. Students who

have completed LAW 305 will not receive credit for LAW 205.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 206 - Practicum**

**Prerequisites:** All LAW courses in Paralegal Program. Permission of instructor required.

**Description:** Supervised practical experience in a law firm or law-related institution.

Formerly LAW 306. Students who have completed LAW 306 will not receive credit for LAW 206.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 207 - Torts and Personal Injury Law**

**Prerequisites:** LAW 221 and LAW 205.

**Description:** An in-depth study of the Law of torts with emphasis on negligence. This course will familiarize students with the negligence litigation process and the practical aspects of assisting attorneys in the personal injury field. Formerly LAW 307. Students who have completed LAW 307 will not receive credit for LAW 207.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 208 - Family Law**

**Prerequisites:** LAW 205.

**Description:** A study of the marriage relationship, legal problems with children, dissolution of marriage, custody, legitimacy, adoption, change of name, guardianship, support, court procedures and separation agreements. Formerly LAW 308. Students who have completed LAW 308 will not receive credit for LAW 208.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 209 - Law Office Management**

**Prerequisites:** LAW 200

**Corequisites:** LAW 200.

**Description:** Introduction to basic concepts of Law office management for the Paralegal, including an examination of Law office structure, management principles, and legal ethics. In addition, the course will include an introduction to computer utilization in

litigation support, legal research and case management. Students must be familiar with word processing or enroll in ABT 109 prior to taking this course. Formerly LAW 309. Students who have completed LAW 309 will not receive credit for LAW 209.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 210 - Bankruptcy/Debt/Credit Law**

**Prerequisites:** LAW 205.

**Description:** Introduction to the basic concepts of bankruptcy Law, including the Paralegal's role in the preparation and filing of necessary documents for Chapters 7, 11, and 13 bankruptcy cases. In addition, the student will be instructed in the use of current computer software in bankruptcy practice. Formerly LAW 310. Students who have completed LAW 310 will not receive credit for LAW 210.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 211 - Legal Writing & Analysis**

**Prerequisites:** LAW 200 and LAW 205.

**Description:** This course will emphasize the development of legal writing skills for the paralegal. The student will draft letters, briefs, memoranda, and other documents used in legal practice. The students will learn the mechanics of legal writing, stressing clear and concise expression, citation, and terminology. Formerly LAW 311. Students who have completed LAW 311 will not receive credit for LAW 211.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 212 - Elder Law**

**Prerequisites:** LAW 200 and LAW 205.

**Description:** LAW 212, Elder Law, will provide the student with knowledge of the basic concepts of elder law, including the paralegal's role in the preparation and filing of necessary legal documents such as power of attorney forms, health care proxies, living wills, advance directives and last wills and testaments. It will also focus on such topics as guardianships, health care decision making, Medicaid, long-term care housing options, various tax issues, social security and elder abuse. Formerly LAW 312. Students who have completed LAW 312 will not receive credit for LAW 212.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 213 - Immigration Law**

**Description:** The course explores all significant aspects of the immigration and naturalization process in the United States and the social justice implications of immigration law. The course will focus on immigrants and the different categories of non-immigrants and the various laws that must be followed by diverse areas of the world to visit the U.S. from abroad or to gain permanent resident status. The subject areas covered include political asylum and refugee status; permanent resident alien status; non-immigrant temporary residents; temporary protected status; and legal procedures for admission, exclusion, and deportation.

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 214 - Law and Ethics in Medicine & Medical Malpractice**

**Description:** This course will provide a legal, conceptual, and practical understanding of health care law and policy, the laws relationship to medical ethics, and the procedural and substantive aspects of medical malpractice lawsuits. Students will be able to evaluate and understand how federal and state laws impact and affect people in the health care field. Ethical and societal issues relating to the rights of those seeking health care will be examined.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 215 - U.S. Judicial System**

**Prerequisites:** Students must have completed all remedial courses, have a minimum GPA of 2.5 and completion of 15 college credits. Prospective students must be interviewed and recommended by the instructor. Special expenses for students may include airfare or other forms of transportation to and from select destinations, lodging, transfers and special meals for approximately two weeks.

**Description:** This domestic study course will examine the role, challenges and inner workings of the United States Court System. Students will have an opportunity to view trials and oral arguments in state and federal courts throughout the country and will visit legislative bodies and offices of court administration. Students will develop an understanding of court procedures, protocols

and various aspects of civil and criminal law and will be able to compare, contrast and differentiate trial and appellate courts on the state and federal level. Discussions with court personnel, judges and government officials are planned. This course may be offered during the winter and summer sessions only. Formerly LAW 315. Students who have completed LAW 315 will not receive credit for LAW 215. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Intermittently

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 216 - International Legal Systems**

**Description:** The travel/study course explores the roots of the American Legal System from its origins in English common law to its current role in international law. The workings of the English Courts of law, the European Parliament and the International Court of Justice will be studied. The course involves travel to some or all of the locations of the European legal system including the United Kingdom, Brussels, Belgium (home of the European Union) and the Hague in the Netherlands (site of the International Court of Justice), and Strasbourg, France depending on the Courts availability. Expenses include airfare, lodging, meals and transportation between locations. Formerly LAW 316. Students who have completed LAW 316 will not receive credit for LAW 216.

**Offered:** Spring (Second Half Session)

**Attribute** NCC GEN ED-WESH

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 221 - Litigation**

**Prerequisites:** LAW 205.

**Description:** A study of the lawsuit with an emphasis on pleadings. The student will study and will be required to prepare such documents as the summons, complaint, answer, interrogatories, motions, orders to show cause, and orders. Some of the other topics to be covered are pretrial settlements, releases, and enforcement of judgments. Formerly LAW 301. Students who have completed LAW 301 will not receive credit for LAW 221.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 223 - Estates & Administration**

**Prerequisites:** LAW 205.

**Description:** The study of wills, intestacy, and administrative proceedings. The student will study basic aspects of estate planning,



will preparation, probate, and administration. Formerly LAW 303. Students who have completed LAW 303 will not receive credit for LAW 223.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Legal Studies*

### **LAW 295 - Independent Study-Legal Studies**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly LAW 699. Students who have completed LAW 699 will not receive credit for LAW 295.

*Credit Hours: 3*

*Department: Legal Studies*

## Library

### **LIB**

#### **LIB 100 - Essential Research for College Success**

**Description:** This course introduces students to the research process: the organization, location, evaluation and ethical use of information using print, non-print and electronic resources. Through hands-on active learning activities, students will gain an understanding of basic research and information literacy skills that will aid them in college-level work and lifelong learning. SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Library*

#### **LIB 101 - Introduction to Research**

**Description:** Students develop information literacy through the selection, location, evaluation and ethical use of information sources and systems for college work and lifelong learning. Hands-on, active learning sessions familiarize students with print and digital resources, including books, periodicals, audiovisual materials, online databases and the Internet. Critical thinking projects that provide in-depth exploration of the research process reinforce skills required for academic work and college-level research projects. SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Library*

#### **LIB 295 - Independent Study-Library**

**Description:** Formerly LIB 699. Students who have completed LIB 699 will not receive credit for LIB 295. SUNY GEN ED-n/a; NCC GEN ED-HUM

*Credit Hours: 3*

*Department: Library*

### **LNC**

#### **LNC 011 - Language Immersion Basic**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 20.80*

*Department: Language Immersion at NCC*

#### **LNC 012 - Language Immersion Low**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 20.80*

*Department: Language Immersion at NCC*

#### **LNC 013 - Language Immersion Middle**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 20.80*

*Department: Language Immersion at NCC*

#### **LNC 014 - Language Immersion Upper**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 20.80*

*Department: Language Immersion at NCC*

## Logistics and Transportation Management

### **LOG**

#### **LOG 101 - Principles of Logistics and Management I**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of the modes of transportation; economic, social and political systems within which the various modes of transportation operate and the effect of these modes on the transportation of goods and passengers; analysis of present challenges and opportunities facing the railroads, airlines, motor carriers, water carriers, pipelines and third parties (forwarders, brokers, etc.); emerging concepts and technologies. The student is introduced to the concept of the systems approach to distribution and logistics management, including existing and emerging communications systems. Also reviewed is regulation and deregulation affecting national and international transportation. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: On Occassion*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### **LOG 102 - Principles of Logistics and Management II**

**Prerequisites:** LOG 101 or permission of the Department. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Further analysis of the issues related to the shipper, carrier and consignee of goods; documentation; responsibility and liabilities of shippers, carriers and third parties; handling of claims; routing; types of regulation and deregulation and the regulatory agencies; procedures used in determining freight rates and services. The student is made aware of some of the more complicated issues associated with distribution and logistics management, including the planning and evaluation of its effectiveness. Simulations of these concepts are discussed at length. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: On Occassion*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### **LOG 103 - Systems of Intermodal Transportation**

**Prerequisites:** LOG 101 and LOG 102 and MAT 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Overall description of various modes of transportation and logistics systems as they relate to statistical and mathematical models and computer simulations to determine optimum operating conditions and opportunities under which modal and intermodal transportation systems exhibit economically efficient performances. Includes game theory analysis of alternative situations. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: On Occassion*

*Credit Hours: 3*

*Department: Math/Computer Science/Info Tec*

#### **LOG 104 - Railroad and Motor Carrier Transportation and Logistics**

**Prerequisites:** LOG 101 or LOG 102 and MAT 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of railroad and motor carrier transportation; importance of intermodalism and communications; types of services rendered; equipment utilized; rates; rules, regulations, and insurance; routing techniques and optimization; analysis of operations and current problems utilizing

stochastic models, queuing theory and computer simulations; emerging concepts and technologies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: On Occasion**

**Credit Hours: 3**

**Department: Math/Computer Science/Info Tec**

### LOG 105 - Water and Airline Transportation and Logistics

**Prerequisites:** LOG 103. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of water and air transportation; importance of intermodalism and communications; port and airport operations; services provided; equipment used; rate and service structures and formulation, rules, regulations, insurance, routing techniques and optimization; analysis of operations and competitive alternatives utilizing stochastic models, modal split models, queuing theory and computer simulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: On Occasion**

**Credit Hours: 3**

**Department: Math/Computer Science/Info Tec**

### LOG 106 - Intermodal Transportation and Logistics in International Trade

**Prerequisites:** LOG 101 or LOG 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Growing interdependence between domestic and international trade and business relationships; terminology of international trade, role of international corporations; documentation; financial procedures; communications; regulations; political issues.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: On Occasion**

**Credit Hours: 3**

**Department: Math/Computer Science/Info Tec**

### LOG 107 - Intermodalism and Transportation Regulations

**Prerequisites:** LOG 102. Students must have satisfied MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** International, Federal and state regulations; response to deregulation; regulatory agencies and penalties for violations; economic and constitutional background of transportation regulations; emerging policies and their impact on present

and near term transportation and logistics operations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: On Occasion**

**Credit Hours: 3**

**Department: Math/Computer Science/Info Tec**

## Mathematics

### MAT

#### MAT 001 - College Preparatory Mathematics

**Description:** A non-credit course required of students not meeting the entrance requirements in Mathematics. Topics include: Integers and rational numbers, fundamental operations with integers, fractions and decimals, ratio and proportion, percent, consumer and job related problems. Hand-held calculators will be used (3 lecture hours).

SUNY GE-n/a; NCC GEN ED-n/a

**Offered: Fall, Winterim, Spring, Summer**

**Credit Hours: 0**

**Department: Math/Computer Science/Info Tec**

#### MAT 002 - Introductory Algebra

**Prerequisites:** Satisfactory completion of MAT 001 or by college placement test.

**Description:** A non-credit course required of students having deficiencies in Mathematics. Topics include: fundamental processes of arithmetic and algebra, factoring, linear and fractional equations, exponents, radicals, quadratic equations and right triangle trigonometry. Hand-held calculators will be used (4.5 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: Fall, Winterim, Spring, Summer**

**Credit Hours: 0**

**Department: Math/Computer Science/Info Tec**

#### MAT 003 - Integrated Arithmetic and Introductory Algebra

**Description:** A non-credit course that prepares students to take a college-level course in mathematics. All students with an arithmetic placement are eligible. Arithmetic and algebra will be integrated throughout the semester. Emphasis will be placed on fundamental operations of integers and rational numbers, ratio and proportion, percents, factoring, linear and fractional equations, exponents, radicals, quadratic equations, and right triangles.

Various relationships will be explored both graphically and analytically. Hand-held calculators will be used (6 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: Fall, Winterim, Spring, Summer**

**Credit Hours: 0**

**Department: Math/Computer Science/Info Tec**

#### MAT 012 - Quantitative Reasoning 1

**Description:** Prerequisite: Satisfactory completion of Math 001 or by college placement test; RDG 001, may be taken concurrently.

A non-credit course that prepares students to take a college-level general liberal arts course in mathematics. This course integrates quantitative literacy with mathematical concepts such as fluency with numbers, proportional reasoning, data interpretation, algebraic reasoning, graphing lines, and modeling. A significant portion of class time is devoted to collaborative group work with instructor facilitation and guidance. Students should be prepared to actively participate in class discussions during every class meeting. Class discussions will be used to investigate mathematical concepts based on real-life examples. Some examples include: social justice; home repair; population growth and density; and congressional structure. Students who intend to major in science, technology, engineering or mathematics should take MAT 002 or MAT 003 instead of this course. Graded on an S-U basis.

Students who intend to major in science, technology, engineering or mathematics should take MAT002 or MAT 003 instead of this course. Graded on an S-U basis.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered: Fall, Spring, Summer**

**Credit Hours: 4.50**

**Department: Math/Computer Science/Info Tec**

#### MAT 013 - Integrated Arithmetic and Quantitative Reasoning I

**Description:** Prerequisite: College placement test; RGD 001, may be taken concurrently.

A non-credit course that prepares students to take a college-level general liberal arts course in mathematics. All non-STEM students with an arithmetic placement are eligible. A significant portion of class time is devoted to collaborative group work with instructor facilitation and guidance. Students should be prepared to actively participate in class discussions during every class meeting. This course integrates arithmetic and quantitative literacy with mathematical concepts such as fluency with numbers, proportional reasoning, data interpretation, algebraic reasoning, graphing lines, and modeling. Group work and class discussions will be used to investigate mathematical concepts based on real-life examples. Some examples include: social justice; home repair; population growth and density; and congressional structure. Students who intend to major in science, technology, engineering or mathematics should take

MAT 003 instead of this course. Hand-held calculators will be used. Graded on an S-U basis.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

**Credit Hours:** 6

**Department:** Math/Computer Science/Info Tec

### **MAT 100 - A Topical Approach to Mathematics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** Fundamental Mathematics topics and their applications. Topics include: problem solving, number systems, geometry, consumer mathematics, mathematical modeling, probability, management science, and social choice and decision making. A scientific calculator is required. (4.5 lecture hours) (Students will not receive credit for both MAT 100 and MAT 114).

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 101 - Concepts of Mathematics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** Topics include: formal symbolic logic, arguments, methods of proof; basic concepts of sets, set operations and probability. Consideration of number systems and computers.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 102 - Introduction to Statistics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Appropriate and inappropriate uses of statistics, measures of central tendency and variability, basic concepts of probability, the binomial, normal and 't' distributions, testing hypotheses, estimation, chi-square, linear regression, and correlation.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 103 - Applied Statistics**

**Prerequisites:** Students are to be placed into MAT 103 by the following:

**Description:** At least a C in MAT 102.

A course for students concentrating in liberal arts, social science, humanities, and statistics. Through the use of computer software packages such as Excel, Lotus 1-2-3, Statistical Package for the Social Sciences (SPSS), and Minitab, the basic and more advanced ideas of descriptive and inferential statistics are studied.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 109 - College Algebra and Trigonometry**

**Prerequisites:** Students are to be placed into MAT 109 by the following:

**Description:** College Placement Test (For some students whose College Placement Test scores allow for MAT 109, MAT 002 might be recommended prior to taking MAT 109) Students must have satisfied MAT002 or MAT003, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

\*See calculator note in catalog. This course considers fundamental ideas from algebra, trigonometry, and functions, including exponentials and logarithms. A problem solving approach is used. (4.5 lecture hours) SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 111 - Pre-Calculus**

**Prerequisites:** Students are to be placed into MAT 111 by the following:

**Description:** College Placement Test or at least a 'C' in MAT 109 or MAT 116.

\*See calculator note in catalog. A primer course for the study of Calculus. The function concept plays the unifying role in the study of polynomial, rational, exponential, logarithmic, and trigonometric functions. The modeling of elementary functions is stressed and topics are presented graphically, numerically, analytically, and verbally (following the Rule of Four). Technological support using a graphing calculator is integrated throughout the semester. In addition, appropriate computer software may also be available. (4.5 lecture hours)

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 112 - Calculus with Applications in Business and Social Sciences**

**Prerequisites:** Students are to be placed into MAT 112 by the following:

**Description:** College Placement Test or at least a C in MAT 111 or MAT 117

\*See calculator note in catalog. This course is not recommended for Math, Engineering, Science or Computer Science students and it does not satisfy the prerequisite for MAT 123. This course is intended to introduce the fundamental concepts and techniques of calculus to the non-science student. Special emphasis is given to applications in Business and Social Sciences. Topics include functions and graphs; the derivative and differentiation techniques of algebraic, exponential and logarithmic functions of a single variable; the concept of margin in economics; elasticity of demand; differentials; related rates and optimization problems; growth and decay applications; integrals and integration techniques; application of integrals, including producer's and consumer's surplus; income streams, probability. (4.5 lecture hours) Students will not receive credit for both MAT 112 and MAT 122.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 114 - Foundations of Mathematics for Educators**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** This course is intended for students who are interested in teaching at the elementary school level. Topics will include a development of binary algorithms, the real numbers, field properties of the real number system as applied to abstract mathematical systems, numerations systems, functions and equivalence relations, solving systems of algebraic equations and number theory including some algebraic proof. Applications, historical perspectives, problem solving, and use of the technology will be emphasized in all topics. Students will not receive credit for both MAT 100 and MAT 114. (3.0 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-MATH  
*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 116 - Engineering Technical Math I**

**Prerequisites:** Two years of Regents H.S. mathematics, with at least a 78% on Math A Regents; or at least a 75% average in two years of Regents H.S. mathematics, or satisfactory completion of MAT 002. Students must have satisfied MAT 002 or MAT 003, ENG 001 and RDG 001 developmental course requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Designed for students in Engineering Technology Programs. Operations with real numbers; exponents and scientific notation; equations and inequalities; functions and graphs; system of equations and determinants; triangle trigonometry and introduction to general trig definitions; algebraic products and factoring; solving equations by factoring and quadratic formula; fractional equations and operations with algebraic fractions. Applications are considered from various scientific, technical, and practical areas. (4,5 lecture hours) Students will not receive credit for both MAT 109 and MAT 116, SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: On Occasion*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 117 - Engineering Technical Math II**

**Prerequisites:** Three years of Regents H.S. mathematics, with at least a 78% on Math B Regents; or at least a 75% average in three years of Regents H.S. mathematics (including trigonometry - i.e. Sequential 3); or at least a C in MAT 109 or MAT 116.

**Description:** \*See calculator note in catalog. Designed for students in Engineering Technology. Rational exponents and radicals; functions and their graphs; polynomial, exponential, logarithmic and trigonometric functions; conic sections; introduction to derivatives and integrals. Applications are considered from various scientific, technical and practical areas. (4.5 lecture hours) Students will not receive credit for both MAT 111 and MAT 117.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: On Occasion*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 118 - Finite Mathematics: Quantitative Analysis**

**Prerequisites:** Students are to be placed into MAT 118 by the following:

**Description:** College Placement Test (for some students whose College Placement Test scores allow for MAT 118, MAT 002 might be recommended prior to taking MAT 118) Students must have satisfied all MAT, ENG 001 and RDG 001 developmental course requirements prior to starting the course. This course covers applications of finite mathematical models, primarily to problems in business and management. Matrix operations, Markov analysis, Gauss-Jordan elimination, input-output analysis, linear programming and the simplex method, game and decision theory will be addressed.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 122 - Calculus I**

**Prerequisites:** Students are to be placed into MAT 122 by the following:

**Description:** College Placement Test or at least a C in MAT 111 or MAT 117. \*See calculator note in catalog. Definitions of limit, continuity and derivative; rates of change, tangent to a curve, chain rule; derivatives of elementary functions, products, quotients; higher order, implicit and inverse differentiation; mean value theorem; maxima and minima; differentials; definition of the definite integral, Fundamental Theorem of Integral Calculus; applications; integration of elementary functions. (4.5 lecture hours) Students will not receive credit for both MAT 112 and MAT 122.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 123 - Calculus II**

**Prerequisites:** At least a C in MAT 122.

**Description:** \*See calculator note in catalog. Methods of integration; improper integrals, applications of the definite integral including volume and surface area of solids of revolution; introduction to mathematical modeling using differential equations; Euler's method; separation of variables; slope fields; introduction to infinite series. (4.5 lecture hours)

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 131 - Probability with Statistical Inference**

**Prerequisites:** At least a C in MAT 123 (Calculus II).

**Description:** \*See calculator note in catalog. Probability as a mathematical system: sample spaces, probability axioms, simple theorems. Permutations, combinations, Bayes theorem. Random variables; discrete and continuous probability and distribution functions: binomial, hypergeometric, Poisson, and normal distributions. Methods of estimation and hypothesis testing.

SUNY GEN ED-n/a; SUNY GEN ED-MATH

*Offered: Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 150 - Data Science/Analytics**

**Prerequisites:** At least a C in MAT 102.

**Description:** This course will teach how to extract knowledge or insights from data. The student will be introduced to data preparation (data cleaning, merging datasets, creating new variables), exploratory data analysis, correlation, linear regression, multiple linear regression, ANOVA, logistic regression, decision trees, cluster analysis, neural networks, and big data. Industry standard statistical software will be used extensively throughout the course. Lab fee applies. Formerly MAT 119. Students who have completed MAT 119 will not receive credit for MAT 150.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 200 - Foundations of Advanced Mathematics**

**Prerequisites:** At least a C in MAT 123.

**Description:** This course introduces students to concepts requisite for advanced mathematical study. The main emphasis is on the development of sound mathematical reasoning and construction of solid mathematical proofs. Mathematical ideas and concepts from the foundations of the number system, set theory, logic, algebra, calculus, number theory and other advanced fields are selected as illustrations. Students are challenged to develop their own conceptual understanding of mathematical proofs, and to defend their mathematical proofs, and to defend their mathematical reasoning.

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: Fall*

**Credit Hours:** 3

*Department: Math/Computer Science/Info Tec*

### **MAT 225 - Multivariable Calculus**

**Prerequisites:** At least a C in MAT 123.

**Description:** \*See calculator note in catalog. Curves and surfaces in three dimensional space, partial derivatives, gradient, constrained and unconstrained optimization, vector fields, parametric curves and surfaces. Integration topics include multiple integrals, volume, area, mass, line and surface integrals, flux, divergence. (4.5 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 4

*Department: Math/Computer Science/Info Tec*

### **MAT 226 - Elementary Linear Algebra**

**Prerequisites:** At least a C in MAT 123.

**Description:** \*See calculator note in catalog. This course is an introduction to Elementary Linear Algebra. Topics to be covered include systems of linear equations, determinants, matrix algebra, vector algebra, vector spaces, linear transformations, eigenspaces, inner products, spectral theory, and linear differential equations.

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: Spring, Summer*

**Credit Hours:** 4

*Department: Math/Computer Science/Info Tec*

### **MAT 234 - Elementary Differential Equations**

**Prerequisites:** At least a C in MAT 123.

**Description:** \*See calculator note in catalog. Analysis and methods of solving first-order equations, including numerical methods; higher order equations including the Laplace transform method, the Taylor series solution, and boundary value problems; linear systems of equations; applications to physical, engineering and life sciences.

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

*Department: Math/Computer Science/Info Tec*

### **MAT 235 - Algebraic Structures**

**Prerequisites:** MAT 225.

**Description:** Groups, rings, integral domains, and fields with applications to the integers, rationals, and the real and complex number systems.

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: On Occasion*

**Credit Hours:** 3

*Department: Math/Computer Science/Info Tec*

### **MAT 241 - Discrete Mathematical Structures**

**Prerequisites:** MAT 122.

**Description:** Basic concepts of discrete mathematics: logic and set theory, proof techniques, relations, functions, combinations, recurrence relations, introduction to analysis of algorithms, and graph theory. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-MATH

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

*Department: Math/Computer Science/Info Tec*

### **MAT 295 - Independent Study-Math**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-MATH. Formerly MAT 699. Students who have completed MAT 699 will not receive credit for MAT 295.

**Credit Hours:** 3

*Department: Math/Computer Science/Info Tec*

## Multi-Disciplinary Courses

### **MDC**

#### **MDC 101 - The Making of the Modern Mind I**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course explores the foundations of 20th-century Western Modernism, powerful ideas that transformed human attitudes and brought revolutionary changes that still shape contemporary thought today. Topics include views of evolution, human nature, social conflict, and laws of the universe. The ideas of Darwin, Marx, Freud, Einstein and others are studied. (General Elective credit.)

SUNY GEN ED-GHUM, GWEH; NCC GEN ED-WESH

*Offered: Fall, Spring*

**Credit Hours:** 3

*Department: Multidisciplinary Studies*

#### **MDC 102 - The Making of the Modern Mind II**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course examines how modern ideas contributed to global awareness and provided insight into psychology and human nature. Study the works of modern artists, writers, musicians and filmmakers; understand the roots of feminism, existentialism, science fiction, and the power of mass media. (MDC 101 useful but not a prerequisite. Earns Humanities credit.)

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

*Department: Multidisciplinary Studies*

#### **MDC 110 - Studies in World Culture**

**Description:** This course explores the diversity of human experience through case studies of Asian, Latin American, and Islamic cultures. A close look at the heritage of art, literature and religion in Egypt, Mexico and Japan illuminates issues that shape national identity and the position of these cultures in the world today. (General Elective credit.)

SUNY GEN ED-GOWC; NCC GEN ED-GLNW

*Offered: Fall, Spring*

**Credit Hours:** 3

*Department: Multidisciplinary Studies*

#### **MDC 120 - Issues in Science Technology and Society**

**Description:** This course introduces the student to the interrelationship of science, technology, and society through the study of selected issues, such as biodiversity, genetic engineering, and communications. The course examines how modern technology affects society and the environment, and also how social institutions shape the development and use of new science and technology. (General Elective credit.)

SUNY GEN ED-GHUM; NCC GEN ED-WESH

*Offered: Fall*

**Credit Hours:** 3

*Department: Multidisciplinary Studies*

#### **MDC 130 - Major Ideas in the Post-Modern World**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course follows the making of the modern mind into the 21st century, exploring post-modern thought in Western and non-Western societies. It examines the effects of diversity in the post-colonial and post-Cold War world, the effects on language and personal communication, the media, the arts, science and disease, medical ethics, and implications for future life on the planet. (MDC 101 and MDC 102 are helpful but not prerequisites. Earns Humanities credit.)

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, PLDI

*Offered: Fall, Spring*

**Credit Hours:** 3

*Department: Multidisciplinary Studies*

# Multi-Disciplinary Science Courses

## MDS

### MDS 101 - Connecting the Sciences - A Macroscopic Approach

**Description:** This course introduces basic concepts of biology, chemistry, physics, and geology in order to examine the evolution of life in the context of the evolution of the earth and the evolution of the universe. It develops an understanding of fundamental forces, conservation of energy, heat and temperature, light, stellar evolution, solar energy and photosynthesis, evolution of the earth and its atmosphere, and evolution of life. The many topics investigated include the existence of black holes, current theories of plate tectonics, and extinction of the dinosaurs. The course emphasizes hands-on laboratory investigations. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### MDS 102 - Connecting the Sciences - A Microscopic Approach

**Description:** Note that MDS 101 is not a prerequisite for this course. This course integrates the study of the physical and life sciences in order to understand the organization of atoms into living and non-living structures-to explore the threshold between the animate and inanimate. The goal is to examine the physics chemistry and biology of a living cell and contrast these cells with inanimate crystals. Students will gain an understanding of atomic and molecular interactions, organic and inorganic molecules, crystals and crystal growth, cellular structure, nucleic acids, and genetic engineering. The course emphasizes hands-on laboratory investigations. (3 lecture, 3 laboratory hours) Laboratory fee applies.)

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

# Meteorology

## MET

### MET 101 - Introduction to Meteorology/Weather

**Description:** To understand the daily and seasonal weather, students will be introduced to basic weather elements such as temperature,

pressure, and humidity. Real-time weather maps from the Internet are often used in class to enhance the study of particular topics. After a good foundation in the basic principles of meteorology, various atmospheric phenomena will be discussed, including the formation of rainbows, thunderstorms, lightning, tornadoes and hurricanes. Many of these phenomena are illustrated on videotape. Laboratory exercises include the study of weather instruments, analysis of surface and upper air maps, analysis of soundings on Skew-T diagrams, and weather forecasting. A special section of meteorology may be offered each semester as a hybrid online course. This distance-learning course uses real-time weather data to study the principles of meteorology. Students must have access to a computer and the internet in order to download or print the weekly lessons. Communication between the instructor and student is through the course website. Students will occasionally meet with the instructor on campus to do laboratory experiments that require equipment and to take exams. (3 lecture, 3 laboratory hours) Lab fee applies. Formerly SCI 107. Students who have completed SCI 107 will not receive credit for MET 101.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

# Marketing

## MKT

### MKT 100 - Introduction to Marketing

**Description:** Principles and methods employed in all phases of the distribution of goods and services from the producer to consumer. Emphasis on marketing activities includes product planning, consumer behavior, advertising, and marketing research. An overview of the dynamics of marketing which acquaints the student with the general philosophies of the business world.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Winter, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### MKT 101 - Business Mathematics

**Description:** May not be used for Mathematics requirement. The course encompasses the application of basic, standard and fundamental principles of mathematics to practical business situations. Typical problems and applications are drawn from business situations and practices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### MKT 103 - Principles of Sales

**Description:** Techniques involved in retail, wholesale, and industrial level sales situations; personal requirements needed for success in the sales field; discussion of resume writing and job interview techniques; customer prospecting, product knowledge, handling objections, and closing strategies. Instructor and students evaluate actual sales presentations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### MKT 105 - Sports Marketing

**Description:** This course will give the student a practical and wide ranging understanding of marketing principles as applied to today's rapidly growing field of sports marketing. An historical perspective of the industry will provide the necessary framework to gain insight into the present and future sports marketing environment. Topics include how colleges, individual athletes, pro and amateur teams, sports facilities, the Olympics and companies who manufacture sporting goods and related products successfully reach their target markets.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

### MKT 106 - Principles of Advertising

**Description:** An introductory course covering history, functions, principles, and applications of advertising. Topics include copywriting, selection of media, budgeting, print and broadcast production, and the role of the advertising agency and research. Students will develop an advertising campaign.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Marketing & Retailing

### MKT 108 - Direct Response Marketing

**Description:** An introduction to the specialized field of direct response marketing. Topics include mail order entrepreneurship, product conception, marketing plans, use of mailing lists, media strategy, catalog development, creation of copy and graphics, case analysis and term project. Guest speakers from industry and/or field trips are scheduled.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 112 - Small Business Marketing**

**Description:** The success of the small business marketer is challenged by large multinational corporations. This course explores how to meet these challenges and overcome the obstacles presented in the current marketing environment. Particular emphasis is placed on the development of guerilla marketing techniques that small business enterprises can employ. Topics include: building a powerful marketing plan, using e-commerce, building a competitive advantage, recognizing cultural diversity, integrating marketing and pricing strategies, choosing the right location and layout, and using small business marketing plans for globalization.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 130 - Marketing Research**

**Prerequisites:** MKT 100.

**Description:** Techniques of marketing research and other applications to practical marketing problems; information gathering methods, questionnaire formulation, sampling, and report writing. Includes an actual research study, which will be conducted by students.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 136 - Marketing Management**

**Prerequisites:** MKT 100.

**Description:** Management and coordination of marketing functions, with special attention to product planning and development, pricing, communications, physical distribution, and channels of distribution. Students participate in a computerized competitive marketing strategy simulation and/or analyze case studies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 138 - Public Relations**

**Description:** Essentials of public relations practice as related to business problems. Organization of public relations work, analysis of major sectors of the public and application of latest public relations techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 142 - Field Training**

**Prerequisites:** Permission of Department Course Coordinator.

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 145 - Consumer Motivation and Buyer Behavior**

**Description:** This course is an overview of the processes and procedures of consumer research, segmentation of the American market according to demographic and psychological data. A description of the consumer movement and its impact on the marketing of goods and services to the American consumer will be covered.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 155 - Introduction to International Marketing**

**Description:** This course will introduce the student to the fundamentals of International/Multinational Marketing. The course of study includes: The International Environment, International Marketing Activities, Global Marketing Management. It covers the channels of international distribution and the financial and logistical aspects of International Marketing.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 160 - Customer Service**

**Description:** This survey course will prepare the student for advanced study in the area of customer service. An extensive vocabulary of customer service terms will be developed and students will understand the basics of customer service, credit, collection, authorization services and fraud control.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Marketing & Retailing*

### **MKT 295 - Independent Study-Marketing**

**Description:** Formerly MKT 699. Students who have completed MKT 699 will not receive credit for MKT 295.

*Credit Hours: 3*

*Department: Marketing & Retailing*

## **Mortuary Science**

### **MSC**

#### **MSC 111 - Funeral Orientation**

**Description:** The survey and study of funeral practices from the year 4000 B.C. in Egypt to the present in America.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Mortuary Science*

#### **MSC 112 - Public Health and Sanitation**

**Description:** A survey of Public Health problems, organisms causing infectious diseases, agencies, etc.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

*Credit Hours: 3*

*Department: Mortuary Science*

#### **MSC 124 - Anatomy for Embalmers I**

**Description:** The first of two semesters covering human anatomy and physiology. Discussions of cells, tissues, organs, organ systems, the integument and detailed examination of the skeletal system. The heart, lymph and blood vascular systems are introduced. (2 lecture hours, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Mortuary Science*

#### **MSC 127 - Funeral Home Management**

**Description:** A detailed study of management techniques and procedures used in the operation of a funeral home. This study will include an examination of broad-based goals and objectives required of a successful Funeral Home Manager. This course will then take a specific look at concepts and procedures designed to maximize the profitability of the funeral home operation. Topics such as employee relations, professional associates and client family relationships will be examined. The procedures related to management of disaster planning and multiple funeral industry cooperative procedures will be investigated as they pertain to recent industry innovations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall*

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 234 - Mortuary Law and Ethics

**Description:** A study of mortuary jurisprudence and business law. Application to professional and business aspects of funeral home operation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 235 - Anatomy for Embalmers II

**Prerequisites:** MSC 124.

**Description:** Detailed continuation of angiology, splanchnology-digestive, excretory and respiratory systems, including selected regions of the muscular system. The nervous, endocrine and reproductive systems are discussed. (2 lecture hours, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 236 - Embalming Theory I

**Prerequisites:** MSC 124.

**Description:** Lectures dealing with the basic principles and techniques of the embalming process.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 237 - Embalming Laboratory I

**Prerequisites:** MSC 112, MSC 124 and MSC 236.

**Corequisites:** MSC 236.

**Description:** Clinical experience in embalming processes taught at Bellevue Hospital in New York City. (4 laboratory hours) Approximate cost of supplies: \$95. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Summer

**Credit Hours:** 1.50

**Department:** Mortuary Science

### MSC 238 - Pathology

**Prerequisites:** MSC 124.

**Description:** Discussion of pathological changes as related to disease process and the effects of physical as well as chemical trauma on the human body. Post-mortem visual materials are used to illustrate these processes. (2 lecture hours, 2 laboratory hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 241 - Restorative Art

**Prerequisites:** MSC 124.

**Description:** The practical application of modeling technique and cosmetology to restore facial features damaged by trauma and disease. (2 lecture hours, 2 laboratory hours) Approximate cost of supplies: \$25. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 242 - Human Disposition: Burial and Cremation

**Description:** This course will discuss and explain the final disposition of human remains. This course will explore the preparation of remains for earth burial, cremation and shipping. The operation of a cemetery and crematory will be discussed as well as the legal and regulatory compliance of each. The course will emphasize the proper identification of human remains, required forms, and size of cremation containers and caskets.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 245 - Funeral Directing with Practicum

**Prerequisites:** MSC 237.

**Description:** A detailed study of management techniques and procedures used in the operation of a funeral home. A supervised practicum assignment at cooperating funeral homes is included. (3 lecture hours, 6 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 247 - Embalming Theory II

**Prerequisites:** MSC 236.

**Description:** Lectures continuing with the principles, techniques, and practices of the embalming process.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 2

**Department:** Mortuary Science

### MSC 248 - Embalming Laboratory II

**Prerequisites:** MSC 236.

**Corequisites:** MSC 247.

**Description:** Clinical experience continues in practical embalming processes taught at Bellevue Hospital in New York City. (4 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring, Summer

**Credit Hours:** 1.50

**Department:** Mortuary Science

### MSC 249 - Funeral Counseling and Psychology

**Prerequisites:** PSY 203.

**Description:** An introductory study of behavioral emotions and needs of an individual that has recently experienced a death in the family or of a close friend. Counseling techniques and recommendations are introduced and discussed through the use of study groups and role playing. Practical situations are portrayed and analyzed. Selected current readings are discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring

**Credit Hours:** 3

**Department:** Mortuary Science

## Music

### MUS

#### MUS 000 - Applied Music Master Class

**Description:** A weekly performance class. Specifics of solo and ensemble performance practice are discussed. Studio performances by students, faculty and visiting artists and ensemble experiences (if appropriate) are given. (1 hour).

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 0

**Department:** Music

#### MUS 037 - Preparatory Sight-Singing

**Description:** Required course for students who wish to major in music but do not meet the Department's requirements. Pitch matching, sight-singing of simple diatonic melodies, concentrated work on rhythm, beginning melodic and rhythmic dictation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Music

#### MUS 041 - Preparatory Voice I

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music



**MUS 042 - Preparatory Voice II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**Credit Hours:** 2

**Department:** Music

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 043 - Preparatory Piano I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**Credit Hours:** 2

**Department:** Music

**MUS 060 - Preparatory Trombone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 044 - Preparatory Piano II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 052 - Preparatory Bassoon II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 061 - Preparatory Baritone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 045 - Preparatory Flute I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 053 - Preparatory Saxophone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 062 - Preparatory Baritone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 046 - Preparatory Flute II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 054 - Preparatory Saxophone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 063 - Preparatory Tuba I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 047 - Preparatory Oboe I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 055 - Preparatory French Horn I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 064 - Preparatory Tuba II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 048 - Preparatory Oboe II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 056 - Preparatory French Horn II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 065 - Preparatory Percussion I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 049 - Preparatory Clarinet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 057 - Preparatory Trumpet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 066 - Preparatory Percussion II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 050 - Preparatory Clarinet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**MUS 058 - Preparatory Trumpet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 067 - Preparatory Violin I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**MUS 059 - Preparatory Trombone I**

*Credit Hours: 2*

*Department: Music*

### **MUS 068 - Preparatory Violin II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 069 - Preparatory Viola I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 070 - Preparatory Viola II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 071 - Preparatory Violoncello I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 072 - Preparatory Violoncello II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 073 - Preparatory String Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 074 - Preparatory String Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 075 - Preparatory Classical Guitar I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 076 - Preparatory Classical Guitar II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 077 - Preparatory Organ I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 078 - Preparatory Organ II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 079 - Preparatory Harp I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 080 - Preparatory Harp II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 081 - Preparatory Electric Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 082 - Preparatory Electric Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 100 - Listening to Music**

**Description:** Basic concepts and development of listening perception. Compositions to be discussed include vocal and instrumental works of the 18th, 19th and 20th centuries selected to show the development of Western musical art. A requirement for the course is that students must attend concerts, one of which must be at a major concert hall in the

metropolitan area, during the semester. This course cannot be applied to a degree in music. SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Music*

### **MUS 101 - Rudiments of Music**

**Description:** Notation, clefs, key signatures, major and minor scales, meter signatures, intervals. The course cannot be applied to a music degree. Required course for students who wish to major in music but do not meet the Department's entrance requirements. A grade of B or higher is required of prospective music majors.

SUNY GND-GART; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Music*

### **MUS 102 - Beginning Piano**

**Description:** A course designed for beginners only. Classes have a maximum of 12 students using electronic pianos. Areas covered include piano technique, music reading, playing by ear, improvisation and harmonization. Owning a piano is desirable but not essential, since the Music Department offers practice facilities.

(Students may be required to trim fingernails.) Students are required to provide headphones.

SUNY GEN ED-GART; NCC GEN ED-HUM, FAPA

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Music*

### **MUS 103 - Beginning Guitar**

**Description:** A course designed for beginners only. Classes have a maximum of 15 students. Obtaining an acoustic instrument is the student's responsibility, since the College does not provide guitars for student use. Areas covered include guitar technique, developing concepts of melody, harmony and rhythm particularly in providing accompaniments for folk singing. (Students may be required to trim fingernails.)

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Music*

### **MUS 104 - Introduction to Music Literature**

**Prerequisites:** Successful completion of music placement examination.

**Description:** An exploration into the expressive, formal and aesthetic qualities of

music. A survey of the development of musical style through the study of representative works from each historical period.

SUNY GEN ED-GART, GHUM, GWEH;  
NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 105 - Opera Appreciation**

**Description:** Introduction to opera as an art form through the study of its musical, dramatic and stylistic development from 1600 to the present. Attendance at an opera performance required. Open to all students.

SUNY EN ED-GHUM; NCC GEN ED-HUM,  
WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 106 - The Symphony**

**Description:** Introduction to the symphony as an art form through the study of its musical and stylistic development from the 18th century to the present. Attendance at a symphony orchestra concert is required. Open to all students.

SUNY GEN ED-GHUM; NCC GEN ED-  
HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 107 - Contemporary Music**

**Description:** Introduction to 20th-century concert music. Important works will be studied and emphasis placed on the relationship between contemporary music and other aspects of the contemporary world. Concert attendance may be required. Open to all students.

SUNY GEN ED-GHUM; NCC GEN ED-  
HUM, GLNW, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 108 - Folk Music**

**Description:** Folk music in Western culture. Consideration will be given to the function of folk music as illustrated through specific examples, with attention to research methodology used in the field of folk music. Open to all students.

SUNY GEN ED-GHUM; NCC GEN ED-  
HUM, PLDI, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 109 - Orchestra I**

**Description:** This is the first course in the MUS 109-MUS 110 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 110 - Orchestra II**

**Description:** This is the second course in the MUS 109-MUS 110 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 111 - Freshman Chorus I**

**Description:** This is the first course in the MUS 111-MUS 112 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 112 - Freshman Chorus II**

**Description:** This is the second course in the MUS 111-MUS 112 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 113 - Band I**

**Description:** This is the first course in the MUS 113-MUS 114 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 114 - Band II**

**Description:** This is the second course in the MUS 113-MUS 114 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 115 - Jazz Ensemble I**

**Description:** This is the first course in the MUS 115-MUS 116 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 116 - Jazz Ensemble II**

**Description:** This is the second course in the MUS 115-MUS 116 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 117 - Elements of Music I**

**Prerequisites:** MUS 101 - B or successful completion of Music Department placement.

**Corequisites:** MUS 127

**Description:** This is the first course in the MUS 117-MUS 118 sequence. Introduction to diatonic harmony and the concept of 4-part voice-leading using primary triads and inversions; non-harmonic tones.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 118 - Elements of Music II**

**Prerequisites:** MUS 117 - Minimum grade of C or successful completion of advanced theory placement examination.

**Corequisites:** MUS 128.

**Description:** This is the second course in the MUS 117-MUS 118 sequence. Continuation of diatonic harmony and voice-leading; inclusion of secondary triads and inversions, sequential harmonic patterns. Greater emphasis on melodic-contrapuntal development. Examination of basic principles of musical organization through analysis.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 123 - Chamber Music I**

**Description:** This is the first course in the MUS 123-MUS 124 sequence. Rehearsal and performance of music for small instrument ensembles (duos, trios, quartets, etc.) Open to all students by audition. Contact Music Department. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA,  
HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 124 - Chamber Music II**

**Description:** This is the second course in the MUS 123-MUS 124 sequence. Rehearsal and performance of music for small instrument ensembles (duos, trios, quartets, etc.) Open to all students by audition. Contact Music Department. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 125 - Vocal Ensemble I**

**Description:** This is the first course in the MUS 125-MUS 126 sequence. Open to all students by audition. Permission of instructor required. (3 hours)

AUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 126 - Vocal Ensemble II**

**Description:** This is the second course in the MUS 125-MUS 126 sequence. Open to all students by audition. Permission of instructor required. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 127 - Keyboard Harmony I**

**Corequisites:** MUS 117.

**Description:** This is the first course in the MUS 127-MUS 128 sequence. Parallels MUS 117 with emphasis on keyboard and sight-singing skills.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 128 - Keyboard Harmony II**

**Prerequisites:** Completion of MUS 127. Minimum grade of C is required.

**Corequisites:** MUS 118.

**Description:** This is the second course in the MUS 127-MUS 128 sequence. Parallels MUS 118 with emphasis on keyboard skills.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 129 - African American Ensemble I**

**Description:** (Dual listed with AFR 150) This is the first course in the MUS 129-MUS 130 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 130 - African American Choral Ensemble II**

**Description:** (Dual listed with AFR 151) This is the second course in the MUS 129-MUS 130 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 132 - Music for Early Childhood Education**

**Prerequisites:** Teacher Education Transfer Program students or permission of Chairperson.

**Description:** Previous music background unnecessary. Pitch notation, rhythmic and singing activities. Practical instruction on such instruments as autoharp, guitar, recorder, piano, melodic and rhythm instruments. Course cannot be applied to a degree in music. (3 hours)

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 133 - Intermediate Piano**

**Prerequisites:** MUS 102 or permission of instructor.

**Description:** Course designed for the intermediate piano student. Continuation of MUS 102 with more advanced study of piano technique, selected repertoire, sight-reading, playing by ear, harmonization and improvisation. Owning a piano is desirable but not essential since the Music Department offers practice facilities.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 134 - Intermediate Folk Guitar**

**Prerequisites:** MUS 103 or permission of instructor.

**Description:** Guitar technique, transposition, finger picking, accompaniment styles. Obtaining an acoustic instrument is the student's responsibility.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 135 - Rock Music: Mirror of Change**

**Description:** A study of cultural changes in American and English postwar society as expressed in the development of rock music. Concert attendance required.

SUNY GEN ED-GHUM, GART; NCC GEN ED-PLDI, HUM, WESH

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 3*

*Department: Music*

### **MUS 136 - Beginning Voice Class**

**Description:** Basics of voice technique, song preparation, repertoire and stage deportment. Areas to be covered include breathing, vocal support and placement, diction, rudiments of note reading, memorization techniques, and aspects of style and stage presence. Open to all students.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 137 - Sight-Singing I**

**Prerequisites:** MUS 037 or successful completion of Music Department placement examination.

**Description:** Sight-singing and dictation skills I. The singing at sight of simple diatonic melodies with correct pitch, rhythm and solfege syllables; simple melodic, rhythmic and harmonic dictation.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 138 - Sight-Singing II**

**Prerequisites:** MUS 137. Minimum grade of C required. Sight singing and dictation skills II.

**Description:** Continuation of MUS 137. Sight-singing of diatonic melodies with introduction

of chromatic tones; dictation including 2-part counterpoint and simple chorale-style diatonic progressions.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 141 - Voice I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 142 - Voice II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 143 - Piano I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 144 - Piano II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 145 - Flute I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 146 - Flute II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 147 - Oboe I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 148 - Oboe II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 149 - Clarinet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 150 - Clarinet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 151 - Bassoon I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 152 - Bassoon II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 153 - Saxophone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 154 - Saxophone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 155 - French Horn I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 156 - French Horn II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 157 - Trumpet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 158 - Trumpet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 159 - Trombone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 160 - Trombone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 161 - Baritone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 162 - Baritone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 163 - Tuba I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 164 - Tuba II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 165 - Percussion I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 166 - Percussion II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 167 - Violin I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 168 - Violin II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 169 - Viola I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 170 - Viola II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 171 - Violoncello I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 172 - Violoncello II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 173 - String Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 174 - String Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 175 - Classical Guitar I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 176 - Classical Guitar II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 177 - Organ I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 178 - Organ II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 179 - Harp I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 180 - Harp II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 181 - Electric Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 182 - Electric Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 183 - Percussion Ensemble I**

**Description:** This is the first course in the MUS 183-MUS 184 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

**MUS 184 - Percussion Ensemble II**

**Description:** This is the second course in the MUS 183-MUS 184 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

**MUS 185 - Guitar Ensemble I**

**Description:** This is the first course in the MUS 185-MUS 186 sequence. Rehearsal and performance of duos, trios and larger ensemble works for multiple guitars. Limited to classical guitar students in music degree program. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

**MUS 186 - Guitar Ensemble II**

**Description:** This is the second course in the MUS 185-MUS 186 sequence. Rehearsal and performance of duos, trios and larger ensemble works for multiple guitars. Limited to classical guitar students in music degree program. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

**MUS 187 - Jazz Improvisation Ensemble I**

**Description:** This is the first course in the MUS 187-MUS 188 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. Open to all students. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 188 - Jazz Improvisation Ensemble II**

**Description:** This is the second course in the MUS 187-MUS 188 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. Open to all students. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 189 - Opera Workshop I**

**Prerequisites:** MUS 141 or permission of instructor.

**Description:** This is the first course in the MUS 189-MUS 190 sequence. Audition required. Rehearsal and performance of scenes (arias, duets and larger ensemble pieces) from operas, operettas and other works for the musical stage.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 190 - Opera Workshop II**

**Prerequisites:** MUS 141 or permission of instructor.

**Description:** This is the second course in the MUS 189-MUS 190 sequence. Audition required. Rehearsal and performance of scenes (arias, duets and larger ensemble pieces) from operas, operettas and other works for the musical stage.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

### **MUS 201 - History of Western Music I**

**Prerequisites:** ENG 100 or ENG 101, MUS 104 (C) or better or permission of Chairperson.

**Description:** An in-depth history of Western art music from its Greco-Roman origins through the Renaissance. Study of important musical genres and changes in musical style. Analysis of representative works of the Middle Ages and Renaissance. Study of the development of music notation and musical instruments. SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 203 - Song Writing**

**Description:** Student acquires enough skills to write 32-bar song with text.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 204 - History of Western Music II**

**Prerequisites:** ENG 100 or ENG 101, MUS 104 (C) or permission of Chairperson.

**Description:** An in-depth history of Western art music from the Baroque period through the Classical era. Study of important musical genres and changes in musical style. Analysis of representative works by major 17th- and 18th-century composers.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 205 - African American Music**

**Description:** (Dual listed with AFR 155)

In addition to an evaluation study of the basic musical materials of Black music and its effects on other music forms, an historical/philosophical/ political analysis and survey will be included.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM, WESH, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 206 - Modern Arranging**

**Description:** Pre or Concurrent Requisites: MUS 217.

Investigates the various arranging techniques and styles used in modern jazz writing.

Included are the study of ranges, scores, harmony, voicings, textures, forms, jazz orchestration and idiomatic writing.

SUNY GEN ED-GART; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 207 - Perspective on Jazz**

**Description:** (Dual listed with AFR 152)

This course is designed to explore the inception and evolution of jazz, its styles and influence on other musical types. Directed listening activities required.

SUNY GEN ED-GART, GHUM; NCC GEN ED-PLDI, HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 208 - History of Western Music III**

**Prerequisites:** ENG 100 or ENG 101, MUS 104 (C) or permission of Chairperson.

**Description:** An in-depth history of Western art music from the Romantic period through the contemporary era. Study of important musical genres and changes in musical style. Analysis of representative works by major 19th- through 21st-century composers.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Music*

### **MUS 209 - Orchestra III**

**Prerequisites:** MUS 110 (3 hours).

**Description:** This is the first course in the MUS 209-MUS 210 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 210 - Orchestra IV**

**Prerequisites:** MUS 110. (3 hours)

**Description:** This is the second course in the MUS 209-MUS 210 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 211 - Chorus III**

**Prerequisites:** MUS 112.

**Description:** This is the first course in the MUS 211-MUS 212 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 212 - Chorus IV**

**Prerequisites:** MUS 112.

**Description:** This is the second course in the MUS 211-MUS 212 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 213 - Band III**

**Prerequisites:** MUS 114. (3 hours)

**Description:** This is the first course in the MUS 213-MUS 214 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 214 - Band IV**

**Prerequisites:** MUS 114. (3 hours)

**Description:** This is the second course in the MUS 213-MUS 214 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 215 - Jazz Ensemble III**

**Prerequisites:** MUS 116.

**Description:** This is the first course in the MUS 215-MUS 216 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 216 - Jazz Ensemble IV**

**Prerequisites:** MUS 227.

**Corequisites:** MUS 218.

**Description:** This is the second course in the MUS 215-MUS 216 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 217 - Elements of Music III**

**Prerequisites:** MUS 118. Minimum grade of C required.

**Corequisites:** MUS 227.

**Description:** Analysis of Bach 371 Chorale harmonizations with writing and musical dictation; voice leading, secondary seventh chords, secondary dominants and modulations to closely related keys. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 218 - Elements of Music IV**

**Prerequisites:** MUS 217. Minimum grade of C required.

**Corequisites:** MUS 228.

**Description:** Chromatic harmony: analysis of 19th-century harmonic style correlated

with writing and musical dictation. Voice-leading, expanded tonality, and chromatic and enharmonic modulation. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 223 - Chamber Music III**

**Prerequisites:** MUS 124.

**Description:** This is the first course in the MUS 223-MUS 224 sequence. Rehearsal and performance of music for small instrumental ensembles (duos, trios, quartets, etc.). (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 224 - Chamber of Music IV**

**Prerequisites:** MUS 124.

**Description:** This is the second course in the MUS 223-MUS 224 sequence. Rehearsal and performance of music for small instrumental ensembles (duos, trios, quartets, etc.). (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 225 - Vocal Ensemble III**

**Prerequisites:** MUS 126.

**Description:** This is the first course in the MUS 225-MUS 226 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 226 - Vocal Ensemble IV**

**Prerequisites:** MUS 126.

**Description:** This is the second course in the MUS 225-MUS 226 sequence.  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 227 - Keyboard Harmony III**

**Prerequisites:** MUS 128. Minimum grade of C required.

**Corequisites:** MUS 217.

**Description:** Parallels MUS 217 with emphasis on keyboard skills.  
SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 228 - Keyboard Harmony IV**

**Prerequisites:** MUS 227.

**Corequisites:** MUS 218

**Description:** Parallels MUS 218 with emphasis on keyboard skills.  
SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 229 - African American Choral Ensemble III**

**Description:** (Dual listed with AFR 153)  
This is the first course in the MUS 229-MUS 230 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 230 - African American Choral Ensemble IV**

**Description:** (Dual listed with AFR 154)  
This is the second course in the MUS 229-MUS 230 sequence. Participation in the production, rehearsal and performance of the African American choral ensemble performances. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 237 - Sight-Singing III**

**Prerequisites:** MUS 138. Minimum grade of C required.

**Description:** Sight-singing and dictation III. Continuation of MUS 138. More difficult sight-singing, including melodies which modulate to closely related keys. More difficult dictation, including secondary sevenths, secondary dominants and modulations to closely related keys.  
SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 238 - Sight-Singing IV**

**Prerequisites:** MUS 237. Minimum grade of C required.



**Description:** Sight-singing and dictation IV. Continuation of MUS 237. More difficult sight-singing and dictation including 20th-century idioms; music from a variety of mediums including vocal, instrumental, chamber and orchestral works.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 241 - Voice III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 242 - Voice IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 243 - Piano III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 244 - Piano IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 245 - Flute III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 246 - Flute IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 247 - Oboe III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 248 - Oboe IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 249 - Clarinet III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 250 - Clarinet IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 251 - Bassoon III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 252 - Bassoon IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 253 - Saxophone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 254 - Saxophone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 255 - French Horn III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 256 - French Horn IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 257 - Trumpet III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 258 - Trumpet IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 259 - Trombone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 260 - Trombone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 261 - Baritone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 262 - Baritone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 263 - Tuba III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 264 - Tuba IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

**MUS 265 - Percussion III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 266 - Percussion IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 267 - Violin III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 268 - Violin IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 269 - Viola III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 270 - Viola IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 271 - Violoncello III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 272 - Violoncello IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 273 - String Bass III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 274 - String Bass IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 275 - Classical Guitar III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 2*

*Department: Music*

#### **MUS 276 - Classical Guitar IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 277 - Organ III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 278 - Organ IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 279 - Harp III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 280 - Harp IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 281 - Electric Bass III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 282 - Electric Bass IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 2*

*Department: Music*

#### **MUS 283 - Percussion Ensemble III**

**Prerequisites:** MUS 184.

**Description:** This is the first course in the MUS 283-MUS 284 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

#### **MUS 284 - Percussion Ensemble IV**

**Prerequisites:** MUS 184.

**Description:** This is the second course in the MUS 283-MUS 284 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

#### **MUS 285 - Guitar Ensemble III**

**Prerequisites:** MUS 186.

**Description:** This is the first course in the MUS 285-MUS 286 sequence. Rehearsal and performance of duos, trios, larger ensemble works for multiple guitars. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

#### **MUS 286 - Guitar Ensemble IV**

**Prerequisites:** MUS 186.

**Description:** This is the second course in the MUS 285-MUS 286 sequence. Rehearsal and performance of duos, trios, larger ensemble works for multiple guitars. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

#### **MUS 287 - Jazz Improvisation Ensemble III**

**Prerequisites:** MUS 186.

**Description:** This is the first course in the MUS 287-MUS 288 sequence. Rehearsal and performance of works for small jazz ensembles

with an emphasis on improvisatory techniques and skills. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 288 - Jazz Improvisation Ensemble IV**

**Prerequisites:** MUS 188.

**Description:** This is the second course in the MUS 287-MUS 288 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Music*

### **MUS 295 - Independent Study-Music**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly MUS 699. Students who have completed MUS 699 will not receive credit for MUS 295.

*Credit Hours: 3*

*Department: Music*

## **Music Technology**

### **MUT**

#### **MUT 100 - Introduction to Music Technology**

**Prerequisites:** None.

**Description:** This course introduces students to music notation software, digital audio workstations, and basic live sound recording system operations. Emphasis will be placed on the operation of music notation software, the principles and function of digital audio workstations and techniques on how to use software in the production and creation of digitally based music, and the principles and application of sound systems.

FAPA; HUM

*Credit Hours: 3*

*Department: Music*

#### **MUT 101 - Introduction to Digital Audio Workstation**

**Prerequisites:** None.

**Description:** This course introduces students to the techniques of recording music using a Digital Audio Workstation (DAW). Students will learn skills for creating music using hardware and software. Emphasis will be

placed on editing audio, software instruments, plugins, microphones and mixing.

FAPA; HUM

*Offered: Please contact Department for course offering*

*Credit Hours: 3*

*Department: Music*

## **NCC 101**

### **NCC**

#### **NCC 101 - Freshman Seminar: The College Experience**

**Description:** An introduction to the world of higher education. The goal of the course is to give students the skills, insights, and knowledge to make the most of their college experience.

Among the topics covered:

- \* The philosophy, mission, and goals of higher education;
- \* The role of campus resources (labs, library, counseling services, extracurricular activities, etc.) in the educational process;
- \* Listening, note-taking, time management and study skills;
- \* Faculty and student expectations and responsibilities;
- \* Academic disciplines and their relationship to careers; and
- \* The college community as a mirror of cultural diversity.

The course will also help students develop sufficient motivation to pursue their studies as active, responsible learners.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Critical Reading & Academic Adv*

## **Nutrition**

### **NTR**

#### **NTR 158 - Social and Cultural Aspects of Food**

**Description:** This course is an exploration of the social, cultural and religious aspects of food in different countries and nationalities with emphasis on ethnic groups in the United States. The food habits of various groups, identification of ethnic foods and terminology, dietary rationales, and the economics of dietary intake will be investigated. The emphasis of this course is on developing cultural competency and sensitivity to various ethnic groups. It includes cultural foods taste testing and nutritional counseling of people from various cultures.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **NTR 183 - Dietary Management**

**Description:** This course fulfills the requirements for diet therapy and nutritional planning as designed by the Dietary Managers Association for certification as a Dietary Manager. It includes one hundred and fifty hours of field experience in a clinical/ institutional setting. Topics include: concepts of diet therapy, medical terminology, institutional protocol, nutritional planning in a health care setting and the Dietary Manager's role in nutritional assessment and management.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Hospitality Business*

#### **NTR 184 - Dietary Management Field Experience**

**Description:** Students work in selected healthcare facilities (hospitals / nursing homes) to gain experience and expertise in the field of dietary management by implementing concepts and practices acquired in the classroom. Students must complete a one hundred and fifty hour internship to be eligible to sit for the Dietary Managers Certification Exam. Coursework includes written and oral assignments and exams.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **NTR 192 - Principles of Food Science**

**Description:** This course is designed to give students a fundamental understanding of the composition of foods, their nutritional impact and the chemical, physical and biological interactions that occur during production and processing of food products. The impact of ingredient interactions, substitutions, formulation and storage will be evaluated using sensory, physical and scientific methodology to determine quantitative and qualitative attributes.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Hospitality Business*

#### **NTR 195 - Nutrition through the Life Cycle**

**Description:** This course stresses the practical application of nutritional concepts from pregnancy and birth through old age. Strategies for handling nutrition related problems,

including infant feeding, introduction of solid foods, picky eaters, obesity issues, eating disorders, the use of nutritional supplements, sports nutrition, food guides and standards and label reading are among the subjects investigated.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hospitality Business

### **NTR 198 - Nutrition for the Healthcare Professional**

**Description:** This course emphasizes general issues in the nutritional care and assessment of patients utilized by healthcare professionals in healthcare facilities. Topics include: Introduction to Nutrients, Digestion, Absorption and Metabolism of Nutrients, Life Cycles, Nutritional Assessment of Patients, Introduction to Diet Therapy and Nutrition Support Practices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hospitality Business

### **NTR 201 - Concepts of Nutrition**

**Description:** Pre or Concurrent Requisites: CHE 131

This is the first course of a two-course sequence designed for Food and Nutrition majors. "Concepts in Nutrition" will cover nutrition fundamentals, dietary guidelines and standards, as well as an in-depth view of the six nutrients required for normal healthy metabolism. Emphasis will be placed on nutrient digestion, absorption, transport, and functions in metabolism. An overview of phytochemicals and nutrient interactions will also be included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

### **NTR 202 - Nutrition Applications**

**Prerequisites:** NTR 201

**Description:** Pre or Concurrent Requisites: CHE 131

NTR 202 is the second course of a two-course sequence for Food and Nutrition majors. This course covers the application of nutrition concepts throughout the life cycles. Selecting, planning and assessing adequate diets for pregnant women, infants, children, adolescents, middle-aged and the elderly will be the focus of this course. Weight management and Eating Disorders will be discussed, Research techniques to be demonstrated.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Hospitality Business

## **Nursing**

### **NUR**

#### **NUR 100 - Introduction to Nursing**

**Description:** This course is designed to acquaint the student who enters the nursing program at an advanced level with the philosophy and conceptual framework of Associate degree nursing. It will also introduce the role of the professional nurse and the problem-solving process as it relates to formulating a nursing diagnosis. Open to advanced standing and articulation students or by permission of the Chairperson. This course is part of the required Nursing curriculum for students receiving advanced standing in the required nursing courses. 1 Credit.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 1

**Department:** Nursing

#### **NUR 101 - Fundamentals of Nursing**

**Description:** Pre or Concurrent Requisites: AHS 131, ENG 100 or ENG 101, PSY 203. This introductory course is planned to provide students with content fundamental to nursing practice and to nursing as a profession. It is designed to lay the foundation for all subsequent courses. The commonalities of nursing care are emphasized. The nursing process and the core competencies, as critical thinking tools, are utilized to provide direct patient care. The student is introduced to the concept of Evidence-based practice and educational and practical technologies used in health care settings. Experiences are provided in both on-campus laboratory, clinical settings and Service Learning Activities. This course will consist of 3 hours of Lecture and 12 Clinical hours/week - 6 hours hospital based and 6 hours laboratory based. Credit Hours: 7=3 credits lecture; 4 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 7

**Department:** Nursing

#### **NUR 105 - Comprehensive Nursing Care I**

**Prerequisites:** NUR 101 or equivalent, AHS 131, ENG 100 or ENG 101, PSY 203

**Description:** Concurrent Requisites: AHS 132, MAT 102

This course is designed to further develop the student's skill in utilizing the nursing process and core competencies as critical thinking tools for identifying health problems and providing comprehensive patient care in the medical-surgical setting. The student will integrate theory and skills learned and will be introduced to nursing care of patients in the psychiatric settings. The student continues to develop the concept of Evidence-based practice along with developing the skills necessary to use Educational and Practical technologies found in health care settings. Experiences are planned in on-campus laboratory and in acute, sub-acute care settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13 Clinical hours/week - 8.5 hours hospital based, 4.5 hours laboratory based. Credit Hours: 8 - 4 credits lecture; 4 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 8

**Department:** Nursing

#### **NUR 203 - Comprehensive Nursing Care II**

**Prerequisites:** NUR 105 with a C+ or better grade, AHS 131, AHS 132, ENG 100 or ENG 101, MAT 102, PSY 203.

**Description:** Pre or Concurrent Requisites: AHS 202, PSY 216.

This course is concerned with the student's continued growth of knowledge in identifying health problems across the life span. Use of the nursing process and core competencies as critical thinking tools is applied to more complex patient situations. The student will integrate theory and skills learned in previous semesters to provide nursing care to pediatric populations. Sociocultural theory related to the family and community as well as group processes are explored. Evidence-based practice is emphasized in planning nursing care for individuals and groups of patients. Educational and practical technological skills are enhanced in the on-campus laboratory and in the clinical agencies. Experiences are provided in the on-campus laboratory and a variety of pediatric and medical/surgical care, community settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13 Clinical hours/week - 8.5 hours hospital based, 4.5 hours laboratory based. Credit Hours: 8= 4 credits lecture; 4 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 8

**Department:** Nursing

**NUR 204 - Comprehensive Nursing Care III**

**Prerequisites:** NUR 105, NUR 203, AHS 131, AHS 132, AHS 202, ENG 100 or ENG 101, MAT 102, PSY 203, PSY 216.

**Description:** Concurrent Requisites: PHI 110 and two approved 3 credit Elective courses; taking one course in two different categories listed: Western Civilization, Other World Civilizations, American History, Foreign Language, The Arts.

This course provides the student with theory related to patient responses to complex health problems throughout the life span. Opportunity is provided for increasing skill in establishing nursing priorities and in utilizing the nursing process and the core competencies as critical thinking tools to provide nursing care for groups of patients. There are increased opportunities for patient teaching, discharge planning, and working collaboratively as a member of the interdisciplinary health care team. Current trends and issues in nursing practice and education are examined and the need for academic progression is emphasized. Experiences are provided in medicine, surgery, obstetrics in a variety of clinical settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13 Clinical hours/week - 8.5 hours hospital based, 4.5 hours laboratory based. Credit Hours: 8 - 4 credits lecture; 4 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 8

**Department:** Nursing

**NUR 295 - Independent Study-Nursing**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

. Formerly 699. Students who have completed NUR 699 will not receive credit for NUR 295.

**Credit Hours:** 3

**Department:** Nursing

# Physical Education

**PED****PED 110 - Exercise Leadership: Muscular Strength & Conditioning**

**Description:** This course is designed to prepare physical educators/fitness specialists to become instructors of strength and conditioning programs in school and community settings. Topics include safe and effective use of equipment, free weights, and

body weight exercises to increase strength; Safety concerns, assessment, and class organization are addressed. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 111 - Exercise Leadership: Aerobic Conditioning**

**Description:** This course is designed to prepare physical educators/fitness specialists to become instructors or aerobic conditioning programs in school and community settings. Topics include proper techniques, use of equipment, safety, and training concepts in the design of cardiovascular fitness classes. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 140 - Fundamentals of Swimming (C)**

**Description:** Swimming

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 150 - Soccer (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 151 - Basketball (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 160 - Volleyball (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 161 - Tennis (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 164 - Badminton (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 168 - Lacrosse (M)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 171 - Tennis Skills (W)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 172 - Golf (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 178 - Fundamentals of Movement and Rhythm (C) (F)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 181 - Volleyball**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 187 - Badminton**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Offered:** Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 190 - Introduction to Physical Education**

**Description:** Provides a basic overview of the Physical Education profession and its allied fields. A basic introduction to the philosophy, principles and objectives of the profession and its relation to the total educational environment.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

*Department: Health/Physical Ed/Recreation*

**PED 206 - Men's Golf I**

**Description:** Formerly PED 312. Students who have completed PED 312 will not receive credit for PED 206. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 208 - Men's Badminton**

**Description:** Formerly PED 306. Students who have completed PED 306 will not receive credit for PED 208. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 211 - Men's Racquetball**

**Description:** Formerly PED 320. Students who have completed PED 320 will not receive credit for PED 211. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 214 - Men's Tennis I**

**Description:** Lab fee applies. Formerly PED 322. Students who have completed PED 322 will not receive credit for PED 214. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 215 - Men's Softball**

**Description:** Lab fee applies. Formerly PED 334. Students who have completed PED 334 will not receive credit for PED 215. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 216 - Men's Volleyball**

**Description:** Lab fee applies. Formerly PED 335. Students who have completed PED 335 will not receive credit for PED 216. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 217 - Men's Tennis II**

**Description:** Lab fee applies. Students who have completed PED 324 will not receive credit for PED 217. SUNY GEN ED-n/a; NCC GEN ED-PED

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 218 - Men's Physical Conditioning & Weight Training**

**Description:** Formerly PED 209/210/301/303. Students who have completed PED 209/210 and/or PED 301/303 will not receive credit for PED 218. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

**PED 226 - Women's Badminton**

**Description:** Lab fee applies. Formerly PED 406. Students who have completed PED 406 will not receive credit for PED 226. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 227 - Women's Racquetball**

**Description:** Lab fee applies. Formerly PED 420. Students who have completed PED 420 will not receive credit for PED 227. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 228 - Women's Tennis I**

**Description:** Lab fee applies. Formerly PED 422. Students who have completed PED 422 will not receive credit for PED 228. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 229 - Women's Volleyball**

**Description:** Lab fee applies. Formerly PED 435. Students who have completed PED 435 will not receive credit for PED 229. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Spring*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 232 - Women's Fitness Activity**

**Description:** Lab fee applies. Formerly PED 401. Students who have completed PED 401 will not receive credit for PED 232. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 234 - Women's Tennis II**

**Prerequisites:** PED 422 or PED 502

**Description:** Lab fee applies. Students who have completed PED 424 will not receive credit for PED 234. SUNY GEN ED-n/a; NCC GEN ED-PED

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 235 - Women's Physical Conditioning & Weight Training**

**Description:** Formerly PED 233/403. Students who have completed PED 233 and/or PED 403 will not receive credit for PED 235. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

**PED 253 - Tennis I Coed**

**Description:** Formerly PED 502. Students who have completed PED 502 will not receive credit for PED 253. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 254 - Tennis II Coed**

**Prerequisites:** PED 253/502 or PED 214/322 or PED 228/422

**Description:** Formerly PED 524. Students who have completed PED 524 will not receive credit for PED 254. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 255 - Golf I Coed**

**Description:** Lab fee applies. Formerly PED 512. Students who have completed PED 512 will not receive credit for PED 255. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 256 - Golf II Coed**

**Description:** Lab fee applies. Formerly PED 514. Students who have completed PED 514 will not receive credit for PED 256. SUNY GEN ED-n/a; NCC GEN ED-PED  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

**PED 257 - Jogging Coed**

**Description:** Lab fee applies. Formerly PED 523. Students who have completed PED 523 will not receive credit for PED 257.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 258 - Bowling I Coed**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-PED

Formerly PED 539. Students who have completed PED 539 will not receive credit for PED 258. *Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 259 - Bowling II Coed**

**Prerequisites:** PED 258/539

**Description:** Lab fee applies. Formerly PED 540. Students who have completed PED 540 will not receive credit for PED 259.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 260 - Racquetball Coed**

**Description:** Formerly PED 520. Students who have completed PED 520 will not receive credit for PED 260. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 261 - Yoga Coed**

**Description:** Lab fee applies. Formerly PED 551. Students who have completed PED 551 will not receive credit for PED 261.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 262 - Fundamentals of Spinning Coed**

**Description:** This course offers the participant an individual indoor activity that has no age or fitness limitations. The use of special stationary bicycles provides the participant a fun, controlled method of developing anaerobic and aerobic strength, total body fitness as well as rhythmic coordination and balance. Formerly PED 521. Students who have completed PED 521 will not receive credit for PED 262.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 263 - Self Defense Coed**

**Description:** Lab fee applies. Formerly PED 519. Students who have completed PED 519 will not receive credit for PED 263.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 264 - Karate I Coed**

**Description:** The purpose of this course is to provide a basic understanding of Aiki-Jujutsu, a classical Japanese martial art. Our main focus of training will be the physical application of this art. Aspects of Aiki-Jujutsu including history, philosophies, and principles will be covered throughout the semester. No prior martial arts experience is necessary as this class is tailored for the beginner student. Lab fee applies. Formerly PED 657. Students who have completed PED 657 will not receive credit for PED 264.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 265 - Karate II Coed**

**Prerequisites:** PED 264/657 Formerly PED 658. Students who have completed PED 658 will not receive credit for PED 265.

**Description:** Formerly PED 658. Students who have completed PED 658 will not receive credit for PED 265.

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 266 - Basic Tap Dance Coed**

**Description:** Lab fee applies. Formerly PED 530. Students who have completed PED 530 will not receive credit for PED 266.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 267 - Basic Jazz Dance Coed**

**Description:** Lab fee applies. Formerly PED 534. Students who have completed PED 534 will not receive credit for PED 267.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 0.50*

*Department: Health/Physical Ed/Recreation*

### **PED 268 - Stunts & Tumbling Coed**

**Description:** The purpose of this course is to introduce and familiarize students of theater to advance skills in stunts and tumbling, acrobatics and pyramid building. Lab fee applies. Formerly PED 621. Students who

have completed PED 621 will not receive credit for PED 268.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 269 - Fundamental Dance Coed**

**Description:** Studio activity in basic contemporary techniques as they apply to performance and social dance forms for physical activity and self-expression. Emphasis placed upon elements of dance to stimulate interest in dance as participant and spectator. Lab fee applies. Formerly PED 611. Students who have completed PED 611 will not receive credit for PED 269.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 270 - Adventure Activities Coed**

**Description:** This course is designed to develop physical, social, emotional and intellectual growth through an adventure-based program. Activities will range from indoor games, initiative problems, trust and confidence activities, to indoor and outdoor low and high elements on rope courses. Some climbing and rappelling may also be included. Formerly PED 636. Students who have completed PED 636 will not receive credit for PED 270.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 273 - Basic Swimming I Coed**

**Description:** Swimming and water safety instruction for the beginner and non-swimmer. This course open only to students who cannot swim 20 yards (one pool length). Basic locomotion in water and survival. (4 hours) Lab fee applies. Formerly PED 665. Students who have completed PED 665 will not receive credit for PED 273.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 274 - Basic Swimming II Coed**

**Description:** Swimming and water safety instruction on a more advanced level. Emphasis on form and the development of the four basic strokes. (4 hours) Lab fee applies. Formerly PED 666. Students who have completed PED 666 will not receive credit for PED 274.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 275 - Water Safety Instructor Coed**

**Description:** The purpose of this course is to train instructor candidates to successfully complete and teach American Red Cross Swimming classes - Levels 1 through 8. There will be a pretest for all prospective students, which will enable them to demonstrate their proficiency in water safety and aquatic skills. Upon successful completion of the course, all students will receive teaching Certification in water safety instruction. Lab fee applies. Formerly PED 668. Students who have completed PED 668 will not receive credit for PED 275.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Spring*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 276 - Lifeguard Training**

**Description:** The objective of this course will be to focus attention on the basic skills and knowledge required by good swimmers to properly assume the responsibilities of lifeguards and managers at swimming pools or at protected (non-surf) open water beaches. All people interested in becoming a lifeguard must possess a lifeguard training Certificate. Upon successful completion of this course the student will receive all necessary certifications for employment as a lifeguard. These Certificates include Lifeguard Training, BLS for the professional rescuer and standard first aid. (Satisfactory completion of this course will provide the student with 1 credit toward the 2 credit Physical Education requirement.) Lab fee applies. Formerly PED 670. Students who have completed PED 670 will not receive credit for PED 276.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring*

*Credit Hours: 4*

*Department: Health/Physical Ed/Recreation*

### **PED 277 - Circus Arts Coed**

**Description:** This course is designed to introduce the student to the basic skills of the circus. Physical Education Majors will increase their repertoire of skills in terms of eye-hand coordination, balance and learning skill hierarchy. Lab fee applies. Formerly PED 622. Students who have completed PED 622 will not receive credit for PED 277.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 278 - Sailing Coed**

**Description:** Lab fee applies. Formerly PED 501. Students who have completed PED 501 will not receive credit for PED 278.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 279 - Adapted I Coed**

**Description:** For students who have medical limitations. All students registering for this course must have prior approval of College nurse. (3 hours) Lab fee applies. Formerly PED 601. Students who have completed PED 601 will not receive credit for PED 279.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 280 - Adapted II Coed**

**Description:** For students who have medical limitations. All students registering for this course must have prior approval from the College nurse. Formerly PED 602. Students who have completed PED 602 will not receive credit for PED 280. (3 hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 282 - Outdoor Living: Wilderness, Canoeing and Camping**

**Description:** This course is designed to provide students with practical experiences leading to an expanded appreciation of the outdoors. A two-night stay field trip experience and student fees are required.

Students who have completed PED 634 will not receive credit for PED 282

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 283 - Social Dance/Latin Rhythms**

**Description:** Formerly PED 281/527. Students who have completed PED 281 and/or PED 527 will not receive credit for PED 283.

Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 284 - Cardio & The Core Coed**

**Description:** The purpose of this course is to provide education and instruction on the concepts and components of fitness.

Demonstrations of correct form, equipment set up, and safe and appropriate techniques will be implemented. Materials on current topics including, nutrition, body composition, heart rate training zones and risk factors heart disease will be provided. Lab fee applies.

Formerly PED 401/232. Students who have completed PED 401 or PED 232 will not receive credit for PED 284.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 285 - Yoga**

**Description:** The purpose of this course is to provide education and instruction on the basic principles and practices of Yoga. The course is designed to introduce Yoga on a beginner level and offer opportunities to expand knowledge and applications of skills to students. The emphasis of the class will be connecting mind and body through Asanas (postures), Vinyasa (flows), and Pranayama (breathing techniques). This class will help increase flexibility, and improve health relaxation. Lab fee applies.

Students who have completed PED 551 or PED 261 will not receive credit for PED 285.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 286 - Fundamentals of Spinning**

**Description:** This course offers the participant an individual indoor activity that has no age or fitness limitations. The use of special stationary bicycles provides the participant a fun, controlled method of developing anaerobic and aerobic strength, total body fitness as well as rhythmic coordination and balance. Formerly PED 521/262. Students who have completed PED 521 and PED 262 will not receive credit for PED 286.

SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 288 - TRX Suspension Training**

**Description:** TRX Suspension Training uses body weight exercises to develop strength, balance, flexibility, and core stability simultaneously. It requires the use of TRX Suspension Trainer, a performance training tool that leverages gravity and the user's body weight to complete the exercises. This course is designed to provide education and instruction on the concepts and components



of suspension training. Students will use the suspension system to apply foundational movement based training techniques. Demonstration of correct form, equipment set up and use safe appropriate techniques will be implemented. Materials on current topics including, nutrition, body composition, heart rate training zones, and risk factors of heart disease will be provided. SUNY GEN ED-n/a; NCC GEN ED-PED

*Offered: Fall, Spring, Winter, Summer*

*Credit Hours: 1*

*Department: Health/Physical Ed/Recreation*

### **PED 291 - Personal Health for Physical Education and Health Majors**

**Description:** Identification and evaluation of sound health principles, personally and professionally. The design of this course provides examination and exploration of health issues for daily living, as well as pedagogical techniques for future health and Physical Education teachers.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Spring*

*Credit Hours: 3*

*Department: Health/Physical Ed/Recreation*

## Philosophy

### PHI

#### **PHI 100 - Streaming Philosophy: Philosophy Through Popular Culture**

**Description:** This course serves to introduce students to the field of philosophy. Through an exploration of readings, television, movies, and other media, students will survey a range of philosophical topics. In particular, the course pairs contemporary readings on philosophical topics such as the nature of morality, justice, freedom, existence, truth, knowledge, and meaning with television shows, movies, and other media that illustrate core philosophical views on those topics. In addition, the course investigates a number of philosophical questions raised by our interactions with popular media.

SUNY GEN ED n/a NCC GEN ED-HUM and WESH

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 101 - Introduction to Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Recommended as a fundamental humanities course for all students, a traditional introduction to philosophy with emphasis on analyzing and contrasting the viewpoints

of certain major philosophers on the nature of man and ultimate reality; the problem of knowledge; the criteria of moral judgment; and the basic goals of human life. The relevance of the great philosophers to present-day issues is stressed.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 102 - Contemporary Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** PHI 101 is not a prerequisite.

This course introduces students to philosophy through contemporary texts. Readings focus on the problem of meaning to explore analytic and continental philosophy. Philosophers studied include Sartre, Wittgenstein, Arendt, Cassirer, Dewey, Russell and others.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 103 - Critical Thinking**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course stresses sensitivity to form as it teaches the student to identify and evaluate different types of arguments found in ordinary language. Basic concepts include deduction, induction, soundness, validity, invalidity, formal and informal fallacies, clarifying meaning, assumption identification, and causal inferences.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 104 - Ancient and Medieval Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An introduction to philosophy from an historical perspective; a systematic survey of the major philosophers from the ancient and medieval world; how they analyzed the great problems of nature, man, and society; how they were influenced by their culture and what significance they have for us today.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 105 - Renaissance and Modern Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A systematic survey of the major philosophers from the Renaissance to the beginning of the 20th century; how they analyzed the great problems of nature, man, and society; how they were influenced by their culture; and what significance they have for us today.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 106 - Introduction to Ethics**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course introduces students to problems in moral philosophy. The class focuses on the theoretical foundations for judgments about right and wrong, good and evil, and justice and injustice. Special attention will be paid to how these theories can help us to address issues such as the death penalty, euthanasia, and terrorism.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

#### **PHI 107 - The Philosophy of Sex & Gender**

**Prerequisites:** ENG and RDG Remedials completed.

**Description:** (Dual listed with WST 107) Many people distinguish males and females along two different dimensions: biological endowment and social role. The first dimension is labeled 'sex', the second 'gender'. This course examines the nature and development of the sex-gender distinction, its application to issues surrounding sexual equality, as well as contemporary challenges to the distinction that arise within conversations regarding intersexuality and transgenderism.

The course also explores the intersection between sex, gender, and sexual desire. SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

*Offered: Fall and Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 108 - Black Social Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** (Dual listed with AFR 170). An examination of the social philosophy of thinkers such as Du Bois, Garvey, King and Fanon. Particular attention is paid to oppression and the struggle for self-identity. The ideals of freedom, equality, justice and community are carefully considered. SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 110 - Biomedical Ethics**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An inquiry into the ethical problems raised by recent biomedical advances, research and clinical practice in our 20th-century culture. Genetic research, stem cell research, abortion, human experimentation, cloning, delivery of health care services, transplantation and allocation of scarce medical services, suicide and euthanasia are the main topics to be treated. SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 111 - Business Ethics**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course explores the ethical dimensions of the conduct of business and shows how philosophical reflection can aid in the discovery of rational solutions to critical problems in the world of business and economics. By focusing on selected issues, such as individual and corporate morality, profit making and social conscience, advertising and consumerism, environmental ethics and resource development, the course highlights the conflicting interests that must be weighed in arriving at decisions of major importance to business and society. Contemporary materials and studies are utilized as well as readings from traditional philosophers.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 201 - Ethics and Law**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Recommended for all students and especially pertinent for pre-Law, Criminal Justice and Public Administration students, the course examines the ethical foundations and moral implications of our legal tradition. Emphasis is placed upon the analysis of key concepts of legal and philosophical importance such as justice, freedom, equality, rights, duties and property. The course utilizes readings of contemporary relevance such as recent Supreme Court decisions as well as of historical influence. Topics discussed include human rights, natural law, social justice, environmental ethics and property rights, and capital punishment among others. SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 203 - Philosophy of Art**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A philosophic examination of the nature and value of art. Readings from major philosophers on art and its relation to religion, morals and culture in general. Specific works of art are used as illustrations. SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 204 - Philosophy of Religion**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A critical examination of the nature of religion and varieties of religious experience. Topics considered include the nature and existence of God, miracles, reason and revelation, morality and religious experience. Readings are drawn from major philosophers and theologians. SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 208 - Asian Philosophy and Religion**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An examination of the major living Asian philosophies and religions: Hinduism, Buddhism, Zen Buddhism, Confucianism, and Taoism. The ethical, mystical and metaphysical dimensions of each are considered. Major texts from each tradition are placed in their historical contexts, read and discussed. The significance for us today is stressed.

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Philosophy*

### **PHI 295 - Independent Study-Philosophy**

**Description:** Formerly PHI 699. Students who have completed PHI 699 will not receive credit for PHI 295.

*Credit Hours: 3*

*Department: Philosophy*

## **Physics**

### **PHY**

#### **PHY 101 - General Physics I**

**Prerequisites:** High School or college algebra and trigonometry or permission of the Department. Successful completion of all remedial English and remedial Reading requirements.

**Description:** An introductory study of Physics designed to acquaint the student with the fundamentals of kinematics, Newton's Laws of motion, circular motion and gravitation, work and energy, impulse and momentum, simple harmonic motion, temperature, heat, and thermodynamics. The topics will be developed analytically and experimentally. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI. *Offered: Fall, Spring, Summer*

*Credit Hours: 4*

*Department: Engineering/Physics/Tech*

#### **PHY 102 - General Physics II**

**Prerequisites:** High School or college algebra and trigonometry, PHY 101 or equivalent, or the permission of the Department. Successful completion of all remedial English and remedial Reading requirements.

**Description:** A continuation of the introductory study of Physics designed to acquaint the student with the fundamentals of wave motion and sound, electricity and magnetism, geometrical and physical (wave) optics, and selected topics in modern physics. The topics will be developed analytically and experimentally. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 110 - Physics for Electronic Technology

**Description:** Pre-requisites: MAT 117  
The course emphasizes an overview of the physical laws underlying selected topics in mechanics, thermodynamics, electromagnetism and optics, and modern physics. The laboratory component involves exercises that are illustrative of physical principles in these areas as well as methods of observation, measurement and data analysis. Laptop computer required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 120 - Physics for Educators

**Prerequisites:** Students must have a working knowledge of Algebra and Trigonometry or equivalent.

**Description:** This course studies natural phenomena and everyday life. Covering the fundamental laws and principles of mechanics, electricity, magnetism, sound and light, it provides a basic knowledge of the evolution of physical laws and the underlying concepts that are rapidly changing the way we live. The course material is developed descriptively and demonstrated experimentally. It includes student investigations in recitation and in lab to emphasize the experimental nature of science. Investigations will also be performed using computer software and the internet. The course will also include preparation of lesson plans, grading practices and hands-on experience in the presentation of materials.

SUNY GEN ED-n/a; NCC GEN ED-LSCI.

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 122 - Engineering Physics I

**Prerequisites:** MAT 122

**Description:** Designed for students in Engineering, Physics, Mathematics, and the Sciences.

An introduction to mechanics: fundamental laws of statics, dynamics, kinematics, work, energy, power and momentum. Applied problems are an integral part of the course. (5 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 123 - Engineering Physics II

**Prerequisites:** PHY 122, MAT 123.

**Description:** An introduction to the topics of rotational kinematics and dynamics, elasticity, hydrostatics, hydrodynamics, harmonic motion, waves, sound, and thermodynamics. Applied problems are an integral part of this course. (5 lecture, 3 laboratory hours) Laboratory fees apply.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI, ASC

**Offered:** Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 151 - Physics Science and Math I

**Description:** Pre or Concurrent Rerequisites: MAT 122.

The first semester of a two-term survey course for students who intend to study Science, Mathematics or Computer Science at four-year institutions that require a calculus-based approach to physics. The topics covered during the first term are mechanics and thermodynamics. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 152 - Physics Science and Math II

**Prerequisites:** MAT 122 and PHY 151 or permission of Department.

**Description:** The second half of a calculus-based physics survey course. The topics covered are wave phenomena, electricity, magnetism, light and modern physics. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 222 - Electricity and Magnetism

**Prerequisites:** PHY 123.

**Description:** An introduction to the basic theory of electric and magnetic forces and energy associated with electric charge; electric and magnetic properties of matter, electromagnetic waves, geometric and wave properties of light. Emphasis is given to a rigorous mathematical formulation of physical principles, solution of problems, and practical applications of electric circuits in the laboratory. (5 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSC.

**Offered:** Fall

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### PHY 223 - Introduction to Modern Physics

**Prerequisites:** MAT 225.

**Description:** A survey of 20th-century theories of the atom, the nucleus, relativity, quantum properties of waves and particles, wave mechanics, spectra of hydrogen and other atoms, x-rays, the uncertainty principle, radioactive decay, conservation laws in radioactivity, transmutations. Stress is placed on basic principles rather than on applications. (5 lecture hours)

SUNY GEN ED-GLAB; NCC GEN ED-LSC.

**Offered:** Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### PHY 295 - Independent Study-Physics

**Description:** SUNY GEN ED-n/a; NCC GEN ED-ASC, LSCI

. Formerly PHY 699. Students who have completed PHY 699 will not receive credit for PHY 295.

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

## Political Science

### POL

#### POL 101 - Government and Politics in the Modern World

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course compares and contrasts the major forms of government found in the contemporary world: democratic, authoritarian, and totalitarian. Illustrations and examples will be drawn from both Western and non-Western countries. A basic theme of the course will be the comparative advantages of democratic forms of government over the various alternatives found around the globe today.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 111 - Nassau County: History and Government**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with HIS 140). A review of the development of what is now Nassau County from pre-Colonial times to the present day. Emphasis is placed upon the governmental-administrative structure of the county and the major problems facing urban-suburban communities. Field trips and guest speakers are utilized to complement class work.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 205 - Introduction to American Politics**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An exploration of some of the significant areas and issues of contemporary American government and politics. Among the topics included are the scope of government activity in the United States today, the Constitution of the United States, and the evolution and operation of such political institutions as the Presidency, Congress, the Supreme Court and the political parties.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 206 - State and Local Government**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An introduction to the essential principles of American state and local government, with special emphasis on New York State, New York City and its suburbs. Among the specific topics covered are Federal-state relations, state constitutions and government structures, and the key issues of contemporary state, city and county politics.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 208 - Introduction to Public Policy**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An examination of the substantive issues of public policy such

as taxation, welfare and poverty, military spending, energy, the environment, federalism, criminal justice, health care, education, and civil liberties. The background to each subject, the evolution of the present day governmental policy, and alternatives to present policy are presented along with evaluations of present policies. While the primary focus is on the national level, the state and local level is examined. A secondary focus is on methods, models, and the legal aspects of the policy making process.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 209 - The U.S. Presidency**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A comprehensive multidimensional study of the Institution of the Presidency, its evolution politically, administratively, and legally. The causes, effects, and dilemmas of the growth and power of the executive branch and the tension between an enhanced President and the Congress constitute a key perspective. Presidential politics in its electoral and policy foundation aspects will be highlighted. The President's role in the economy and as a mass media communicator will be explored.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 210 - The U.S. Congress**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course will describe the legal structure, Constitutional powers, internal work rules and procedures, and the political dynamics of the Congress within the context of the American Federal political scheme. Special emphasis will be placed upon Congressional interactions with the coordinate branches of government as well as with external factors, such as interest groups and public opinion.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 260 - International Relations**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** Basic themes of the course are the causes of war and the prospects for peace in the modern world. Among the topics covered are the nature of modern warfare and the impact of nuclear weapons, the East-West struggle, the Third World, diplomacy and espionage as instruments of foreign

policy, and the search for world order through international law and the United Nations.

SUNY GEN ED-GSBS; GOWC; NCC GEN ED-SBS, GLNW

*Offered: Summer*

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 261 - Modern Political Ideologies**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of the major political ideologies of the world today-fascism, communism, socialism and democracy. Selected readings from the works of Marx, Lenin, Stalin, Mao, Hitler, Mussolini, Jefferson and Locke are used to supplement class lectures. The course offers students an understanding of the political ideas that have shaped the 20th century.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

### **POL 295 - Independent Study-Political Science**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-SBS. Formerly POL 699. Students who have completed POL 699 will not receive credit for POL 295.

*Credit Hours: 3*

*Department: His/PolSci/Geo/LatinAm Studies*

## **Portuguese**

### **POR**

#### **POR 101 - Beginning Portuguese I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Portuguese speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **POR 102 - Beginning Portuguese II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. POR 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and

simple conversational patterns. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **POR 295 - Independent Study-Portuguese**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly POR 699. Students who have completed POR 699 will not receive credit for POR 295.

*Credit Hours: 3*

*Department: Foreign Languages*

## Security Administration

### **PSA**

#### **PSA 111 - Introduction to Security**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The historic, philosophical, practical and legal bases of Security. The role of Security and the security individual in modern society, the concept of professionalism, and the relationship to public law enforcement are reviewed. A survey is made of the personnel, physical and administrative aspects of the Security field. SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 121 - Internal Security**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Internal theft control, investigation methods including undercover, interrogation, polygraph uses, and internal developments-their causes and consequences-are explored along with major tactics, strategies and techniques used to deter and control internal theft.

SUNY GHEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 211 - Administration and Control of Private Security Force**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The course explores the difference between public and private policing to identify what constitutes Private Security,

including the role and functions, the selection of personnel, training of personnel, ethics and conduct of security personnel. The Hallcrest Report, the first comprehensive look at Private Security in more than a decade, is used to examine the resources, contributions and deficiencies of Private Security. The possible relationships with law enforcement agencies and the prospects for forging a partnership to combat crime are reviewed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 224 - Security and the Law**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Course focuses on the various legal components applicable to Security personnel. Available sources of authority, powers, and legal restrictions are analyzed in-depth. Probable cause, the single biggest issue affecting false arrest, is thoroughly reviewed. Arrest, search and seizure, detention, interrogation and the use of force are thoroughly discussed. Special emphasis is placed on criminal and civil sanctions that can be invoked against Security personnel who abuse their authority. Ramifications of tort liability will be examined.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 225 - Introduction to Emergency Management**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of emergency management, this course provides an overview of the Department of Homeland Security's National Incident Management System (NIMS). This course examines the United States Government Interagency Domestic Terrorism Concept of Operations (CONPLAN). It emphasizes the roles of Federal, State, and Local Agencies working effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 231 - Arson Investigation Safety Management OSHA (Federal and State)**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of arson, its prevention, detection, investigation and control.

The course examines occupational and environmental hazards, injuries and diseases, including toxic materials, radiation exposure, pollution and occupational diseases. OSHA, the safety enforcement agency, is reviewed, both at the Federal and state level. Its purpose and effectiveness is thoroughly analyzed. The course emphasizes the need for safety management in both the public sector and the work place. The genesis of workers' compensation law, its effectiveness, and present day status is assessed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 241 - Research Problems in Security**

**Prerequisites:** Completion of RDG 001 and ENG 001. At least nine credits of Criminal Justice and/or Private Security Administration.

**Description:** (Dual listed with CRJ 212). This seminar type course offers the student an opportunity to examine specific issues, conflicts or controversies in one or more of the following discipline areas: law enforcement, loss prevention, courts, and corrections. An interdisciplinary approach is stressed for a broader understanding. Each student is required to complete a research project under the direction of the instructor in the student's chosen area of examination.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Criminal Justice*

#### **PSA 295 - Independent Study-Security Administration**

**Description:** Formerly PSA 699. Students who have completed PSA 699 will not receive credit for PSA 295.

*Credit Hours: 3*

*Department: Criminal Justice*

## Psychology

### **PSY**

#### **PSY 203 - General Psychology I**

**Description:** Designed to familiarize the student with the science of human behavior and mental states; the methods employed by psychologists; the experimental findings and applications of research; and the important contributions from the behaviorist, psychoanalytic, neuroscientific, and cognitive schools of thought. This course includes the study of learning, perception, cognition, intelligence, social influences,

psychological disorders, physiological changes and developmental stages.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 204 - General Psychology II: Research and Methods**

**Prerequisites:** PSY 203.

**Description:** This course focuses on research and scientific inquiry in the field of psychology. The course will cover the logic of scientific inquiry, ethical considerations, common research designs used in psychological research, basic measurement concepts, and hypothesis testing. Students will learn to read and interpret psychological research literature, actively participate in demonstrations and original research, and learn how to present their findings in an APA-style paper.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 206 - Educational Psychology**

**Prerequisites:** PSY 203.

**Description:** (Dual listed with EDU 206). Students who have taken PSY 206 will not receive credit for EDU 206. This course is intended to provide knowledge and understanding of the major theories and findings of the science of Educational Psychology. The course includes a consideration of such topics as: research methods in educational psychology; the cognitive, personal, social and moral development of students; the impact of student diversity on teaching and learning; the principles and processes of learning; motivational concerns in education; classroom management; techniques of teaching; and methods of assessing student learning.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 207 - Industrial Psychology**

**Prerequisites:** PSY 203.

**Description:** An examination of aspects of behavior that relate to work organizations. Areas covered include pertinent general psychological processes such as learning and motivation; individual difference dimensions such as personality, aptitudes, and attitudes; and characteristics of group and organizational environments.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 212 - Adolescent Psychology**

**Prerequisites:** PSY 203.

**Description:** Problems of adolescence as related to childhood and maturity. Physical, emotional, social, intellectual, moral, and religious development; theories of adolescent personality development, the importance of home and community relationships. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 213 - Child Development**

**Prerequisites:** PSY 203.

**Description:** Development and analysis of infant and child behavior, motor development, emotional development, motivation, language, thinking, work and play. Problems and methods of child study; application of research; effects of heredity and environment on the individual; individual differences and theories of personality development. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 214 - Adult Development**

**Prerequisites:** PSY 203.

**Description:** This course examines theories and research concerning psychological development in adulthood and old age. Among the topics studied are: theories of adult development, motivation, language, thinking, work and play. Problems and methods of child study; application of research; effects of heredity and environment on the individual; individual differences and theories of personality development. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Spring*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 215 - Abnormal Psychology**

**Prerequisites:** PSY 203.

**Description:** An introduction to the scientific study of psychological disorders. Considers the historical approaches, current theoretical models, and assessment of behavioral abnormality. A wide range of psychological disorders is considered with a focus on

symptoms, theories of causation, and approaches to treatment.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Winter, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 216 - Lifespan Human Development**

**Prerequisites:** PSY 203.

**Description:** This course will examine major theories and findings on human development. Development is viewed across the life span from prenatal development through advanced old age. The course integrates theoretical perspectives and serves as a foundation for careers in the behavioral sciences, health, and human services.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 219 - Psychology of Art**

**Prerequisites:** PSY 203.

**Description:** Issues, theories, and methodology in the psychology of visual art. Theories of creativity and profile of the creative individual and thought process. Motivation to view art, pictorial perception, visual preference, sensitivity to style, and aesthetic judgment. Developmental trends in normal, autistic, gifted children's drawings, chimp art and pathological art.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Spring*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 220 - Brain and Behavior**

**Prerequisites:** PSY 203.

**Description:** A course examining the structure and functioning of the nervous system on all levels, from the microanatomy and physiology of the neuron to a general description of the cerebral processes which underlie all behavior. Emphasis is placed on a general understanding of the organization of the brain and how this organization relates to both simple and complex behaviors.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 235 - Psychology of the Exceptional Child**

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** Students who have taken EDU 235 will not receive credit for PSY 235. This course examines the psychological, learning and behavioral characteristics of each category of exceptionality. Students will be introduced to special education laws and their implications for identification, delivery systems, transition plans, and placement procedures. Field experience in a special education setting is required. SUNY GEN ED-GSBS; NCC GEN ED-SBS  
*Offered: Fall, Spring, Summer*  
*Credit Hours: 3*

*Department: Psychology*

### **PSY 240 - Psychology of Human Adjustment**

**Prerequisites:** PSY 203.

**Description:** The personality development of the individual, personal awareness and personal growth, adaptive and maladaptive modes of adjustment to social and psychological stresses, including a survey of major issues of current concern and a discussion of the community resources available to the individual with emotional difficulties. SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Credit Hours: 3*

*Department: Psychology*

### **PSY 241 - Social Psychology**

**Prerequisites:** PSY 203.

**Description:** The behavioral characteristics of individuals, of small and of large groups: their interrelationships, methods of measuring and assessing interactions between the individual and his environment. Motives, attitudes and opinion, social norms and roles, individual personality, group structures and processes, leadership and communication. SUNY GEN ED-GSBS; NCC GEN ED-SBS  
*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 242 - The Psychology of People of African Descent**

**Description:** Prerequisite: PSY 203 with a minimum grade of C

The course provides a comprehensive of the social psychological development and function of African descent people (e.g. African American, Afro-Caribbean, Afro-Latino) with and emphasis on the emergence of patterns, thoughts, feelings and behavior shape by the complex social-cultural landscape in the United States. Particular attention will be given to the protective role of neighborhoods, churches and other environments in fostering healthy developments, including positive

identity interconnected cultural beliefs, prosocial behaviors, and elaborate familial and extended supportive networks. Social and cultural variables.(e.g., racial socialization) and historical context that have contributed to the resiliency, adaptability and healthy functioning of people of African descent will also be discussed.

NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Psychology*

### **PSY 294 - Cooperative Education Internship**

**Prerequisites:** PSY 203 and permission of the Instructor and/or Chairperson and approval by the agency offering the internship.

**Description:** Supervised placement of the student in professional Psychological and Psychology-related settings to enable the student to gain insight into the Psychology field as well as interactive and practical work experience to enhance the formal academic concepts received in the classroom. Students are required to attend five on-campus seminars. Formerly PSY 490. Students who have completed PSY 490 will not receive credit for PSY 294.

SUNY GEN ED-n/a; NCC GEN ED-SBS

*Credit Hours: 4*

*Department: Psychology*

### **PSY 295 - Independent Study-Psychology**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-SBS. Formerly PSY 699. Students who completed PSY 699 will not receive credit for PSY 295.

*Credit Hours: 3*

*Department: Psychology*

## Critical Reading & Academic Advisement

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### **RDG**

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#### **RDG 001 - Individualized Reading and Study Improvement**

**Prerequisites:** Satisfactory completion of BEP 090, if required.

**Description:** A required course for students who demonstrate a strong need for developmental Reading coursework according to the College Placement Test. Instruction will include recognition of main ideas and details, critical reading skills, and

vocabulary strategies. Students will develop techniques for annotating, outlining, mapping and summarizing a variety of genres of text. Students learn to build upon their strengths as readers as well as to address their individual study needs through ongoing assessments. Reading laboratory is required weekly for guided, individualized exploration of text. (3 lecture hours, 1 laboratory hour) Students assigned to this course must pass it before proceeding to ENG 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 0*

*Department: Critical Reading & Academic Adv*

#### **RDG 002 - Reading and Studying College Texts**

**Prerequisites:** Satisfactory completion of BEP 090 or RDG 001, if required.

**Description:** A required course for students who demonstrate the need for support in developing the strategies and techniques required to meet the demands of college reading across the disciplines. Instruction will include the application of more advanced reading strategies using content reading from college texts. All strategies will foster the reading/responding connection. The techniques students learn and practice through this course will be applied directly to academic course work. Supplemental support and practice in reading and studying strategies will be available in a Reading Help Center. SUNY GEN ED-n/a; NCC GEN ED-n/a  
*Offered: Fall, Spring, Summer*

*Credit Hours: 0*

*Department: Critical Reading & Academic Adv*

#### **RDG 003 - Individualized Reading and Reading/Studying College Texts**

**Description:** Prerequisite: Placement into no more than two remedial courses, one of which is RDG 001, or those students who have passed BEP RDG 090 and exhibit strong mastery of concepts and behaviors integral to that course; eligibility for outgoing BEP students is determined by Department only. This course, which is non-credit, is a one-semester option to replace the two-semester sequence of RDG 001 and RDG 002.

Instruction will incorporate pre-reading and active reading strategies including brainstorming, previewing, annotating, outlining, summarizing, paraphrasing, determining main ideas as well as major and minor details, improving general and discipline-specific vocabulary, inferencing, synthesizing information and ideas, and adapting critical reading strategies to a variety of college texts. Students will be encouraged to read, analyze, evaluate

and respond to academic text both orally and in writing. Emphasis will be placed on researching, reading and responding to information gleaned from online and print sources. Supplemental practice in reading and study strategies will be available in a Reading Help Center. This course cannot be repeated. Students assigned to this course must pass it in order to proceed to ENG 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 6*

*Department: Critical Reading & Academic Adv*

### **RDG 030 - Rdg ESL 3 - Reading and Study for the Foreign Student**

**Prerequisites:** Completion of ELI (English Language Institute) or placement by department.

**Description:** This is a required course for students who speak English as a second language and who demonstrate a need to develop mastery of college-level reading and study skills. Emphasis will be in the areas of inferential and critical reading, textbook study strategies, library research, vocabulary enrichment and the development of reading fluency. Students are required to attend a supervised reading laboratory session weekly for individualized supplemental instruction. Completion of RDG 030 will enable students to take a credited reading class. (3 lecture hours, 1 laboratory hour).

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 0*

*Department: Critical Reading & Academic Adv*

### **RDG 101 - Effective College Reading**

**Prerequisites:** Satisfaction of all non-credit Reading requirements.

**Description:** This is an advanced Reading course focusing on the critical reading of expository and narrative text from a variety of print and digital sources. Students will develop critical reading strategies to be used in the context of reading about issues facing them as members of society and as candidates for further study or for the world of work. There will be an emphasis on information literacy and on writing, in response to reading.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Critical Reading & Academic Adv*

### **RDG 102 - Speed Reading**

**Prerequisites:** RDG 101 placement.

**Description:** This is a concentrated course designed to present the theories of speed

reading and to provide students with extensive practice in developing a greater range in their efficient reading rate. Ability to adjust one's reading skills, especially rate and meaning making, to the genre and sophistication of the text under exploration are the main concern.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Critical Reading & Academic Adv*

### **RDG 103 - Reading the New Media**

**Prerequisites:** Satisfaction of all non-credit Reading requirements.

**Description:** This course invites students to apply the tools of critical reading to the new media. Using advanced literacy and comprehension skills, students will analyze, interpret, assess and synthesize information pertaining to news, contemporary issues, the arts and entertainment coming to them from a variety of on-line and textual sources, including, but not limited to, blogs, on-line newspapers and magazines, wikis, social networking and video sharing sites.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Critical Reading & Academic Adv*

### **RDG 104 - News on the Net**

**Prerequisites:** Satisfaction of all non-credit Reading requirements

**Description:** This course is designed to teach students to become more discriminating news consumers as we are flooded by information and disinformation through the digital technology. The course helps students apply critical reading skills in the identification of propaganda, bias, fairness, assertion, verification, evidence and implication in the presentation of news. The ramifications of culture, business and government on news delivery and reception by the public will be studied.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Critical Reading & Academic Adv*

## **Retail Business Management**

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### **RET**

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#### **RET 107 - Principles of Retailing**

**Description:** A survey of the retail industry. The economic importance and structure of retail organizations are studied for their function and interrelationships, operations and human resources.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Summer*

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **RET 109 - Visual Merchandising**

**Description:** Visual merchandising of retailing goods; effective window and interior display; appropriate equipment and materials; color, lighting, and general arrangements. A hands-on approach is utilized whereby students design and construct exterior and interior displays. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **RET 111 - Retail Merchandising**

**Description:** This course covers the fundamentals of merchandising, markup and markdown, stock turnover, stock-sales ratio, retail method of inventory, open-to-buy, unit stock control, the merchandise plan, merchandising and the computer.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **RET 115 - Textiles**

**Description:** Identification of fibers and fabrics, and analysis of construction of cloth to determine strength, durability and usefulness are included in this course. Methods and effects of finishing cloth. In addition, laws relating to the labeling and advertising of textiles and textile products are discussed. Geared to the needs of students who plan careers in apparel design, interior design, retailing, fashion marketing, and consumerism.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Credit Hours: 3*

*Department: Marketing & Retailing*

#### **RET 119 - Retail Buying**

**Description:** The buying function in department stores, specialty stores, discount chain stores, independent stores and non-store retail formats will be studied. The buying activity and how it is affected by store organization, merchandise offered and store's dollar volume are examined in order to forecast and satisfy consumer needs. The buyer's role in merchandise planning and control, sourcing domestic and foreign supply chains are also explored in order to understand



channels of distribution in relationship to retail image.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### RET 142 - Field Training

**Prerequisites:** Permission of Department Chairperson and/or Course Instructor.

**Description:** Students work for appropriate retail business firms to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### RET 295 - Independent Study-Retailing

**Description:** Formerly 699. Students who have completed RET 699 will not receive credit for RET 295.

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Russian

### RUS

#### RUS 101 - Beginning Russian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Russian speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 102 - Beginning Russian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 201 - Intermediate Russian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 102 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 202 - Intermediate Russian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 201 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

**Offered:** Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 295 - Independent Study-Russian

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly RUS 699. Students who have completed RUS 699 will not receive credit for RUS 295.

**Credit Hours:** 3

**Department:** Foreign Languages

## Physical Sciences

### SCI

#### SCI 101 - Exploring Basic Concepts in Science

**Description:** This is an introductory course designed to involve the non-science oriented student in an investigation of some of the basic concepts and processes of science.

There will be an introduction to measurement and information gathering techniques used by scientists, along with an examination of basic principles of phenomena such as motion, gravity, energy, and heat. Laboratory experiments will enable the students to investigate scientific principles as they apply to the world. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 102 - Material Science

**Description:** The course is designed to continue the investigation of physical science principles with a focus on chemical aspects. Such topics as electricity, atomic structure, chemical nature and behavior, ionization, reactions, and compound formation will highlight the study. Laboratory experiments will enable the students to investigate scientific principles as they apply to the world. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 116 - The Universe

**Description:** This course introduces the study of the Universe through cosmology. It examines theories of the history of the universe, the nature of dark matter and dark energy, and the origin of elementary particles and ordinary matter on the large-scale structure. Emphasis will be placed on space and time as basic concepts in physical science and how modern measurements and discoveries allow us to determine the size, age, and future fate of the universe. Other topics include theories of parallel universes and time travel.

SUNY GEN ED-n/a; NCC GEN ED-ASC, NSCI

**Offered:** Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

#### SCI 141 - Metascience

**Prerequisites:** Student must be either currently enrolled in and/or have taken and passed ENG 100 or ENG 101.

**Description:** This course presents a study of enigmatic phenomena, both historic and contemporary, which have aroused popular interest and which present a paradox to modern science. Topics covered in the course are extraterrestrial intelligence, ancient "super cultures" (including Atlantis), the Bermuda Triangle phenomenon, the U.F.O. phenomenon, psychic phenomena (including "spirits" vs. "ghosts") and cryptozoological phenomena (from Loch Ness to Bigfoot). Emphasis is placed upon the critical evaluation of available data (written articles and videotapes) using the scientific method.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Physical Sciences

**SCI 200 - Experimental Research Methods**

**Prerequisites:** Completion of all English, reading, math remediation courses and a Natural or Physical Science sequence: AHS 131 and AHS 132 or, BIO 109 and BIO 110 or, CHE 151 and CHE 152 or, PHY 101 and PHY 102 or, PHY 151 and PHY 152.

**Description:** (Dual listed with BIO 200) This course introduces processes involved in completing the scientific method through experimentation and presentation of related research findings. Students will review theories and facts using prior works and identify literature which leads to further questioning and modification of original ideas. Students will explore the fundamentals of planning research experimentation including time management, theoretical frameworks, and logic of inquiry. Students will learn scientific thinking and writing skills necessary to communicate research findings. The course will also examine effective measures for presenting learned information (either via literature review or experimentation) including abstract writing, verbal presentations and written representations of works as a publishable work, thesis, or dissertation. It will also examine safety guidelines and ethical standards. Laboratory work will include explorations into the scientific method, experimental design and data collection. With an emphasis on applied learning, students will conduct research in the area of their choosing. NCC GEN ED-LSCI. Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

**SCI 295 - Independent Study-Science**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-ASC, LSCI

. Formerly 699. Students who have completed SCI 699 will not receive credit for SCI 295.

**Credit Hours:** 3

**Department:** Physical Sciences

# Sociology

**SOC****SOC 201 - Introduction to Sociology**

**Description:** Major theories, methodology and research findings of Sociology. The nature, organization and development of modern society. Sociological examination of varied forms of group life, including small groups, families, bureaucracies, formal organizations, social classes and ethnic groups. Analysis of social process and social change. SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Winterim, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology

**SOC 202 - American Society**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** American society and its peoples: their class, ethnic and racial characteristics, their attitudes and behavior patterns. Exploration of family, educational, industrial, political and recreational institutions in American communities. Analysis of the effects of urbanization, industrialization and bureaucratization of American life. SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

*Offered: On Occasion*

**Credit Hours:** 3

**Department:** Sociology

**SOC 207 - Sociology of Religion**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** The relationship between religion and society. Religion and social class. Religious groups as minority groups. Religious prejudice and discrimination. Contemporary American religious movements. Religion and social change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

*Offered: Fall, Spring*

**Credit Hours:** 3

**Department:** Sociology

**SOC 209 - Race, Class, Ethnicity**

**Description:** This course explores racial, ethnic, and class diversity, identity, and inequality. It examines social relations between and among racial and ethnic groups in the United States, and relevant comparisons to other western and non-western societies. It examines the role of discrimination, prejudice, and stereotyping in intergroup relations. Also, it investigates how class privileges and disadvantages shape patterns of social mobility. The course pays particular attention to immigration to the United States and its effects on American society, in light of current research and theory.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology

**SOC 210 - Criminology**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** The nature, significance and causes of crime: statistics of crime and delinquency; historical development of

criminological theory; modern explanations of crime, criminal laws and courts; police and prisons.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology

**SOC 212 - Social Problems**

**Description:** Application of sociological principles to problems of social disorganization and deviant behavior in industrial societies. Analysis of such problems as family disorganization, race conflict, poverty, mental illness, suicide, aging, crime and delinquency, drug and alcohol addiction, overpopulation and the ecological crisis.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology

**SOC 214 - African American Culture**

**Description:** (Dual listed with AFR 185).

A comprehensive survey of the various aspects of the lives, life-styles, values, art forms and social impact of the African American. The course includes varying lifestyles at different socioeconomic levels; speech patterns; the role of the church as a religious, historical, political and recreational institution; African American cultural patterns; and the influence of Africa. SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

*Offered: Fall, Spring, Summer*

**Credit Hours:** 3

**Department:** Sociology

**SOC 215 - Social Change**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** This course analyzes social change and its impact in western and non-western societies. Focusing on classical and contemporary sociological theories, topics addressed include: the effects of changes in technology, population, the environment and economy; organized movements for social change and social justice.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: On Occasion*

**Credit Hours:** 3

**Department:** Sociology

**SOC 216 - Aging, Society and Culture**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** Students will explore the diverse aspects of aging through field research and a survey of the literature. Topics will include theories on aging, cross-cultural material, family and kinship relations, friendship

patterns, voluntary associations, political participation, and financial, health, legal and other social problems. Career opportunities in gerontology will be explored.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

*Offered: On Occasion*

*Credit Hours: 3*

*Department: Sociology*

### **SOC 219 - The African American Family**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** (Dual listed with AFR 186). Sociological approaches to the African American family. Topics include interactions with public and social institutions, male/female relationships, state of the extended family, identity as a socialization agent, courtship, sex patterns and roles, health and economic issues, alternative life styles, the Black male as an "endangered species", and the effects of public policy on the Black family.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Sociology*

### **SOC 220 - Sociology of the Family**

**Description:** The family as a social institution and the roles of men, women and children in different societies. Types of families; how they develop and change. The social characteristics of the American family, its relation to the economy, government, religion and law. Problems of the family in modern industrial societies; conflict, divorce, mobility and mental illness.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Sociology*

### **SOC 222 - Sociology of Gender**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** This course introduces students to sociological perspectives on gender and sexuality. It focuses on the social construction of gender and sexuality in the American and European contexts, from interaction and socialization to inequality and social movements. Topics include power and inequality, gender diversity (including transgenderism), sexuality and heterosexism, representations of women and men in the mass media, and gender and social change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Sociology*

### **SOC 225 - Sociology of Health Care**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** Health and illness in American society and in cross-cultural perspective. Hospitals as organizations with complex staffs, needs and goals. Community and hospital in interaction. Health care delivery in a changing society.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

*Offered: Fall*

*Credit Hours: 3*

*Department: Sociology*

### **SOC 295 - Independent Study-Sociology**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-SBS. Formerly 699. Students who have completed SOC 699 will not receive credit for SOC 295.

*Credit Hours: 3*

*Department: Sociology*

## **Spanish**

### **SPA**

#### **SPA 101 - Beginning Spanish I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Spanish speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

#### **SPA 102 - Beginning Spanish II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 110 - Spanish for Hotel Restaurant Technology**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of specifically focused grammar geared for the acquisition of a limited but working knowledge of Spanish as needed and found in the hotel restaurant environment. Emphasis on aural comprehension and oral proficiency determined by various task-oriented exercises involving pair and group work. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 121 - Spanish for Law Enforcement**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** A conversational course for students in law enforcement areas who wish to communicate effectively with Spanish-speaking people. Presentation and practice of basic vocabulary appropriate for use in typical law enforcement situations. Emphasis on oral proficiency and listening comprehension. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 151 - Practical Spanish for Medical Personnel I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the first course in the SPA 151 - SPA 152 sequence. A course for students in medical areas who wish to communicate effectively with Spanish-speaking people. It includes a systematic presentation of health-related terminology, and practice in using culturally appropriate Spanish in typical medical and hospital situations.

Laboratory fee applies. Laboratory component required. Students who took SPA 251 will not receive credit for SPA 151.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 152 - Practical Spanish for Medical Personnel II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the second course in the SPA 151 - SPA 152 sequence. A course for students in medical areas who wish to communicate effectively with Spanish-speaking people. It includes a systematic presentation of health-related terminology, and practice in using Spanish in typical medical and hospital situations. Laboratory fee applies. Laboratory component required. Students who took SPA 252 will not receive credit for SPA 152.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 201 - Intermediate Spanish I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 102 or equivalent.

**Description:** This is the first course in the SPA 201-SPA 202 sequence.

Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 202 - Intermediate Spanish II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 201 or equivalent.

**Description:** This is the second course in the SPA 201-SPA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 205 - Intermediate Spanish for Bilingual Speakers I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. For native/bilingual speakers only.

**Description:** This course is part of a non-sequential pair of courses for heritage learners. This course requires a native knowledge of Spanish. These courses offer students who are "native" or bilingual speakers, (who have some knowledge of the spoken language, but

who have had little or no formal training) an opportunity to correct and improve effective expression in written and spoken Spanish as well as exposure to the cultural production (literature, film, art) of the Spanish-speaking world.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 206 - Intermediate Spanish for Bilingual Speakers II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. For native/bilingual speakers only.

**Description:** This course is part of a non-sequential pair of courses for heritage learners. This course requires a native knowledge of Spanish. These courses offer students who are "native" or bilingual speakers, (who have some knowledge of the spoken language, but who have had little or no formal training) an opportunity to correct and improve effective expression in written and spoken Spanish as well as exposure to the cultural production (literature, film, art) of the Spanish-speaking world.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 225 - Spanish for Business**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 102 or permission of the instructor.

**Description:** Using print, video, and electronic media this course offers students a practical knowledge of Spanish business terminology and procedures. It will introduce students to such topics (in Spanish) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 261 - Spanish Conversation and Culture I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent.

**Description:** This is the first course in the SPA 261-SPA 262 sequence. More complex grammar, enrichment of vocabulary, and

improvement of proficiency in speaking, reading, writing, and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Spanish. Formerly SPA 301. Students who have completed SPA 301 will not receive credit for SPA 261

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 262 - Spanish Conversation and Culture 2**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the second course in the SPA 261-SPA 262 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing, and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Spanish. Formerly SPA 302. Students who have completed SPA 302 will not receive credit for SPA 262

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 271 - Spanish Literature 1**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 261 or SPA 262 recommended.

**Description:** Readings in representative works from the Middle Ages to the 17th century, supplemented by class discussion and student reports. Class conducted in Spanish. Formerly SPA 401. Students who have completed SPA 401 will not receive credit for SPA 271

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 272 - Spanish Literature 2**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 261 or SPA 262 recommended.

**Description:** Readings in representative works from the 17th century to the contemporary period, supplemented by class discussions and student reports. Class conducted in Spanish. Formerly SPA 402. Students who have completed SPA 402 will not receive credit for SPA 272

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 273 - Spanish-American Literature 1**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 261 or SPA 262 recommended.

**Description:** Readings in representative works from the pre-Colombian period to 1880, supplemented by class discussion and student reports. Class conducted in Spanish. Formerly SPA 403. Students who have completed SPA 403 will not receive credit for SPA 273  
SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT

*Offered: Fall*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 274 - Spanish-American Literature 2**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 261 or SPA 262 recommended.

**Description:** Readings in representative works from the period of Modernism through the contemporary period, supplemented by class discussion and student reports. Class conducted in Spanish. Formerly SPA 404. Students who have completed SPA 404 will not receive credit for SPA 274  
SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT

*Offered: Spring*

*Credit Hours: 3*

*Department: Foreign Languages*

### **SPA 295 - Independent Study-Spanish**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly SPA 699. Students who have completed SPA 699 will not receive credit for SPA 295.

*Credit Hours: 3*

*Department: Foreign Languages*

## Student Personnel Services

### **SPS**

#### **SPS 093 - BEP Seminar**

**Description:** (Dual listed with BEP 093).

SPS Seminar is a required course of the Basic Education Program. The seminar focuses on values clarification, identification and applications of individual learning styles, critical thinking, problem solving, career exploration and understanding College policies. Students will be expected to demonstrate the understanding of these concepts and skills in the other courses of the college preparatory program and in making plans for the next semester of their education.  
SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Spring*

*Credit Hours: 0*

*Department: Student Personnel Services*

#### **SPS 101 - Career Orientation**

**Description:** This is a transitional introductory career awareness course that assists the individual to learn from self-appraisal activities and career information gathering. Topics to be covered include: understanding one's interests, skills, work values and personality style as well as an investigation of career fields.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winterim, Spring, Summer*

*Credit Hours: 1*

*Department: Student Personnel Services*

#### **SPS 102 - Career Development and Exploration**

**Description:** The course examines individual behavior in the social contexts of personal, family, work, and group backgrounds. Using extensive career development and psychological theories from a wide range of research, the course assists the individual to determine successful methods of self-assessment and exploration, resulting in the achievement of a broad perspective of the world of work. Social factors such as job market volatility, industry trends and environmental and technological needs are reviewed for successful career exploration and decision making.

SUNY GEN ED-GSBS; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Student Personnel Services*

#### **SPS 103 - Academic Success**

**Prerequisites:** Course restricted to students on Academic Warning status, Academic Probation status and students returning after Academic Dismissal.

**Description:** Academic Success is a course designed to help at-risk students assess and apply the life skills and the academic strategies they need in order to improve their academic performance. Students

will explore the factors that contributed to their academic difficulty and learn how to develop a comprehensive plan for academic success. Topics to be covered include: organizational techniques, effective planning, self-assessment, motivation, and self-management.

SUNY GEN ED-n/a; NCC GEN ED-n/a

*Offered: Fall, Winter, Spring, Summer*

*Credit Hours: 1*

*Department: Student Personnel Services*

#### **SPS 111 - Understanding Substance Use, Abuse and Addiction**

**Description:** The course will address the nature of chemical dependency, recovery and treatment. Students will have an opportunity to analyze their own assumptions and attitudes toward chemicals and chemically dependent persons and develop an understanding of the biopsychosocial disease model of addiction. The course will also provide students with an understanding of drugs and drug abuse in American culture. The history of various drugs, their effects on society and human behavior will be examined.

SUNY GEN ED-GSBS; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Student Personnel Services*

#### **SPS 201 - Perspectives on People with Disabilities**

**Description:** The course enables the understanding of the social and personal experiences of people with disabilities. Emphasis is placed on how different cultures view and interact with this population.  
SUNY GEN ED-GSBS; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Student Personnel Services*

#### **SPS 202 - Career Management**

**Description:** This course is intended for students who have already engaged in the career exploration process. Topics to be covered include: self-awareness, world of work and survey of career fields, employer research, employment organizational structures, effective networking, targeted resume and cover letter development, interviewing skills, professional etiquette, experiential learning, motivational theory and development, and self marketing strategies. This is a hands-on learning experience emphasizing the development of lifelong career management skills and tools.  
SUNY GEN ED-GSBS; NCC GEN ED-n/a

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Student Personnel Services*

# Studio Recording Technology

## SRT

### SRT 101 - Music Business I

**Corequisites:** SRT 103 and SRT 105.

**Description:** Survey of music business practices and music industry markets. Topics include publishing, copyright, sample clearance, performance licensing and management. Limited to Studio Recording Technology Certificate students. SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 102 - Music Business II

**Prerequisites:** Minimum grade of C in SRT 101.

**Corequisites:** SRT 104 and SRT 106.

**Description:** Survey of music business practices focusing on recording contracts and career planning. Limited to Studio Recording Technology Certificate students. SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 103 - Music Theory I

**Corequisites:** SRT 101 and SRT 105.

**Description:** Survey of music theory practices and applications. Rudiments of music, including notation, rhythm, scales, intervals and triads. Limited to Studio Recording Technology Certificate students. SUNY GEN ED-n/a; NCC GEN ED-FAPA  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 104 - Music Theory II

**Prerequisites:** Minimum grade of C in SRT 103.

**Corequisites:** SRT 102 and SRT 106.

**Description:** Survey of music theory practices and commercial music applications. Specific study of commercial music formats and language. Limited to Studio Recording Technology Certificate students. SUNY GEN ED-n/a; NCC GEN ED-FAPA  
**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 105 - Basic Studio Techniques

**Corequisites:** SRT 101 and SRT 103.

**Description:** Survey of equipment and procedures in sound recording. Basic electronic and acoustical principles, system signal flow, mixing consoles, equalizers, compressors/limiters and microphone design and application. Limited to Studio Recording Technology students. Classes meet both on campus and at an off campus professional studio. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

**Offered:** Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

### SRT 106 - Advanced Studio Techniques

**Prerequisites:** Minimum grade of C in SRT 105.

**Corequisites:** SRT 102 and SRT 104.

**Description:** Continuation of the study of studio procedures, with emphasis on digital audio workstations (ProTools), virtual instruments, analog/digital signal processors, automated mixing techniques for stereo and surround formats. Limited to Studio Recording Technology students. Classes meet both on campus and at an off campus professional studio. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

**Offered:** Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

### SRT 107 - Studio Internship

**Prerequisites:** Minimum grade of C in SRT 106.

**Description:** Field experience internship program where students are placed as apprentice technicians in professional recording studios. Faculty field supervision at off-campus location. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

**Offered:** Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

### SRT 115 - Recording Session Techniques

**Description:** Students will participate in live music-recording sessions. Each session will focus on a new specific skill set while continuing to rehearse basic setups and procedures. In addition to "hands-on" participation during the studio sessions, the students will be required to mix multi-track audio files from these sessions and

deliver them electronically. Limited to Sound Recording Technology students.

FAPA; NCC GEN ED-HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 205 - Sound Recording Techniques III

**Description:** An advanced survey of equipment and procedures in sound recording. Advanced microphone placement, equalization, and compression techniques and application, audio and MIDI editing in a digital audio workstation, plug-in/hardware application, synthesizers and drum machines. Limited to Sound Recording Technology needs.

FAPA; NCC GEN ED-HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 206 - Sound Recording Techniques IV

**Description:** Continuation of the study of studio procedures, with emphasis on mixing and mastering techniques and application. Limited to Sound Recording Technology students.

FAPA; HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 207 - Sound Reinforcement

**Description:** An overview of live sound production including the basic principles of live sound reinforcement, the design and functions of a live-audio system, mixing techniques, and acoustics as they pertain to the live sound environment. Limited to Sound Recording Technology students.

FAPA; NCC GEN ED-HUM

**Offered:** Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### SRT 295 - Independent Study-Studio Recording Technology

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a. Formerly 699. Students who have completed SRT 699 will not receive credit for SRT 295.

**Credit Hours:** 3

**Department:** Music

# Statistics

## STA

**STA 110 - Introduction to Statistical Research Design****Prerequisites:** MAT 102.**Description:** General elective course for Liberal Arts, Business, Social Sciences, Humanities, and Statistics students. Introduces the components of research design and research report writing. Different school research designs are included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3**Department:** Math/Computer Science/Info Tec

# Telecommunications Technology

**TCT****TCT 141 - Telecommunications Circuits****Description:** This course will train students in the application of Ohm's law, Kirchhoff's laws, analysis of DC and AC passive circuits (including RLC circuits), impedances, power supplies, semiconductors, resonance, and transformers. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall**Credit Hours:** 4**Department:** Engineering/Physics/Tech**TCT 144 - Digital Electronics for Telecommunications I****Prerequisites:** MAT by advisement, CMP 103, TCT 141 and ENG 100 or ENG 101.**Description:** This course will prepare students in digital electronics with topics related to number systems and codes, logic functions, and Boolean algebra. IC building blocks are used in applications ranging from logic gates to flip-flops, counters, registers, and arithmetic circuits. Algebraic reduction and mapping are used to minimize Boolean expressions and combinational logic circuits. Computer stimulation of digital circuits will be used to verify actual hardware setups. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring**Credit Hours:** 4**Department:** Engineering/Physics/Tech**TCT 151 - Telecommunications I Voice****Description:** An introduction to the techniques, principles, and terminology of voice telecommunications will be presented. Public and private telecommunication networks will be examined. Telecommunication equipment, switching and transmission technology will be demonstrated.

The frequency spectrum, modulation schemes and multiplexing techniques will be explored. Lectures, interactive learning, demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring**Credit Hours:** 4**Department:** Engineering/Physics/Tech**TCT 252 - Telecommunications II - Data****Prerequisites:** TCT 144.**Description:** An introduction to the techniques, principles, and terminology of Data Communications will be presented. Public and private networks will be examined. Data communication equipment, multiplexing, and interactive learning demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall**Credit Hours:** 4**Department:** Engineering/Physics/Tech**TCT 253 - Telecommunications III - LAS****Prerequisites:** TCT 144.**Description:** An introduction to the technology and terminology of Local Area Networks (LANs) will be presented. The topologies, transmission media, network interfaces, and the access methods will be examined. Shared resources and interconnecting of LANs will be explored. Lectures, interactive learning and demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring**Credit Hours:** 4**Department:** Engineering/Physics/Tech**TCT 254 - Telecommunications IV****Prerequisites:** TCT 144.**Description:** A survey of current and emerging technologies in telecommunications will be presented. Lectures, interactive learning, demonstrations, and site visits will be employed. Laboratory exercises will be required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Spring**Credit Hours:** 4**Department:** Engineering/Physics/Tech

# Theatre

**THR****THR 100 - Theatre Appreciation****Prerequisites:** Satisfactory completion of remedial reading.**Description:** A survey of the aesthetic and technical factors involved in the emergence of written drama as a produced work of theatre art. For students whose curricular emphasis is not theatre. Attendance at theatrical productions required.

SUNY GEN ED-GART; NCC GEN ED-WESH, FAPA, HUM

**Offered:** Fall, Spring**Credit Hours:** 3**Department:** Theatre & Dance**THR 101 - Introduction to Theatre History I****Prerequisites:** Satisfactory completion of remedial reading.**Description:** An introduction to the arts of the theatre with special emphasis on (1) the evolution and historical development of the play and the physical theatre and (2) the function and interdependence of the various artists and craftsmen in the theatre from primitive times through the Renaissance. Attendance at theatrical productions required.

(See THR 201)

SUNY GEN ED-GHUM, GART; NCC GEN ED-WESH, FAPA, HUM

**Offered:** Fall**Credit Hours:** 3**Department:** Theatre & Dance**THR 102 - Introduction to Black Theatre in America****Description:** (Dual listed with AFR 190) An introduction to the literature and artists of the contemporary African American theatre. The course includes representative playwrights, actors and technicians as speakers in the class and field trips to theatre productions. Students have the opportunity to work in at least one production per semester, selected from contemporary African American drama which may, whenever possible, be performed in the community.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Offered:** Fall, Spring, Summer**Credit Hours:** 3**Department:** Theatre & Dance**THR 103 - Acting I****Prerequisites:** Satisfactory completion of remedial reading.**Description:** Fundamental training of the actor as a theatrical instrument. Physicalization, characterization and interpretation are applied to improvisations, monologues and scenes. Actor's script analysis, psychological and

emotional preparation are emphasized in scene and monologue study.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 104 - Acting II**

**Prerequisites:** Minimum Grade of C in THR 103.

**Description:** Fundamental training of the actor as a theatrical instrument. Physicalization, characterization and interpretation are applied to improvisations, monologues and scenes. Actor's script analysis, psychological and emotional preparation are emphasized in scene and monologue study.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 107 - Stagecraft**

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** Introduction to the principles and techniques of technical theatre production, including scene design, construction, stage lighting, and costuming. Practical emphasis will be placed on scenery construction and the use of hand and power tools. Course requirements include an assignment to a theatre production.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

*Offered: Fall*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 108 - Technical Production**

**Prerequisites:** Minimum grade of C in THR 107.

**Description:** Intermediate study of the techniques and principles of stage construction and technical production.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 110 - Movement for Stage I**

**Prerequisites:** for Acting A.A. degree majors only or permission of Chairperson.

**Description:** Training in movement to prepare the body as a dramatic instrument. Emphasis on flexibility so the actor may express physically a wide range of attitudes, traits and emotions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Fall Only**

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 113 - Summer Theatre Workshop I**

**Prerequisites:** Permission of the Chairperson required.

**Description:** Intensive training in the production, rehearsal and performance of plays.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Summer*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 115 - Production and Performance**

**Description:** This is the first course in the THR 115-THR 116 sequence. Participation in the production, rehearsal and performance of major College theatre productions.

Assignments include constructing and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks. Open to Theatre and Acting degree students; others by Department permission only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 116 - Production and Performance**

**Description:** This is the second course in the THR 115-THR 116 sequence. Participation in the production, rehearsal and performance of major College theatre productions.

Assignments include constructing and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks. Open to Theatre and Acting degree students; others by Department permission only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 117 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 191). This is the first course in the THR 117-THR 118 sequence. Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 118 - African American Theatre Ensemble, Rehearsal and Performance**

**Prerequisites:** THR 117.

**Description:** (Dual listed with AFR 192) This course is the second half of the THR 117-THR 118 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 119 - Movement for Stage II**

**Description:** Prerequisite: for Acting A.A. degree majors only or permission of the Department.

There is no further description of this course.

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Spring*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 120 - Voice for Stage**

**Prerequisites:** for Acting A.A. degree majors only or permission of Chairperson.

**Description:** Practice in the development of voice for the stage; concentrated practice in developing more effective voice and diction habits for the individual actor. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

*Offered: Fall*

*Credit Hours: 1*

*Department: Theatre & Dance*

### **THR 201 - Introduction to Theatre History II**

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** A continuation of THR 101 surveying the developments of theatre from the Renaissance through the present. Emphasis on major movements in theatre and drama through representative dramatists, and an outline of contemporary and European theatre practice. Attendance at theatrical productions required. (See THR 101)

SUNY GEN ED-GHUM, GART; NCC GEN ED-FAPA, HUM, WESH

*Offered: Spring*

*Credit Hours: 3*

*Department: Theatre & Dance*

### **THR 202 - Lighting Design**

**Prerequisites:** Minimum Grade of C in THR 108.



**Description:** A program of instruction in the principles of theatrical lighting design, consisting of lab sessions, and lectures on equipment, color, optics, and lighting techniques. Students are to make light plots for analysis in class and advanced design problems are discussed.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 203 - Scene Design

**Prerequisites:** Minimum Grade of C in THR 202.

**Description:** A program of instruction in the theory and practice of scene design, consisting of demonstrations, lectures, and critiques of student work. Students are to make scene sketches, models, and working drawings for assigned projects, and move on to more advanced design problems.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 207 - Acting III

**Prerequisites:** Minimum Grade of C in THR 104.

**Description:** This is the first course in the THR 207-THR 208 sequence. Designed especially for the third semester student in acting. Classroom study and coaching with emphasis on advanced monologues and scene study.

SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 208 - Acting IV

**Prerequisites:** Minimum Grade of C in THR 207.

**Description:** This is the second course in the THR 207-THR 208 sequence. Designed especially for the fourth semester student in acting. Classroom study and coaching with emphasis on advanced monologues and scene study.

SUNY GEN ED-GART; NCC GEN ED-HUM  
**Offered:** Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 215 - Production and Performance

**Prerequisites:** for Acting A.A. and Technical Theatre A.A. degree students or permission of the Department.

**Description:** This is the first course in the THR 215-THR 216 sequence. Participation in the production, rehearsal and performance of major college theatre productions. Assignments include construction and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 216 - Production and Performance

**Prerequisites:** for Acting A.A. and Technical Theatre A.A. degree students or permission of the Department.

**Description:** This is the second course in the THR 215-THR 216 sequence. Participation in the production, rehearsal and performance of major college theatre productions. Assignments include construction and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 217 - African American Theatre Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 193). This is the first course in the THR 217 - THR 218 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 218 - African American Theatre Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 194). This is the second course in the THR 217 - THR 218 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
**Offered:** Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 252 - Shakespeare: Stage/Page

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual listed with ENG 252) This interdisciplinary course, team-taught by members of the English and Theatre Departments, offers a performance-oriented view of Shakespeare's plays. Students see films and videotapes as well as perform segments of the plays in class. Writing is an integral component of the course. Formerly THR 300. Students who have completed THR 300 will not receive credit for THR 252.

SUNY GEN ED-GHUM; NCC GED-HUM, LIT

**Offered:** Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 295 - Independent Study-Theatre

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM. Formerly THR 699. Students who have completed THR 699 will not receive credit for THR 295.

**Credit Hours:** 3

**Department:** Theatre & Dance

## Telecommunications

### TNY

#### TNY 171 - Telecommunications Circuits

**Prerequisites:** CMP 101, MAT 117.

**Description:** This course will train students in the application of Ohm's Law, Kirchhoff's laws, Thevenin's and Norton's theorem, and superposition to the analysis of DC and AC passive circuits, including R-L-C circuits, impedances, phase angles, resonance, and transformers. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

#### TNY 173 - Telecommunications Electronics I

**Prerequisites:** PHY 110, TNY 171.

**Corequisites:** TNY 181.

**Description:** This course will train students in the physical principles underlying the analysis and application of electronic circuits as applied to the telecommunications industry. Topics include concepts of amplification; frequency response of one and two stage amplifiers; op-amps; filters; troubleshooting; and analysis by computer simulation. This course makes extensive use of computer simulations and communications both in and

out of the classroom; use of a laptop computer is required. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 174 - Telecommunications Digital Electronics I

**Description:** This course will prepare students in digital electronics with topics related to number systems and codes, logic functions, and Boolean algebra. IC building blocks are used in applications ranging from logic gates to flip-flops, counters, registers, and arithmetic circuits. Algebraic reduction and mapping are used to minimize Boolean expressions and combinational logic circuits. Computer simulation of digital circuits will be used to verify actual hardware setups. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 181 - Telecommunications I -Voice

**Prerequisites:** TNY 171

**Corequisites:** TNY 173

**Description:** An introduction to the techniques, principles, and terminology of Voice telecommunications will be presented. Public and private telecommunication networks will be examined. Telecommunication equipment, switching and transmission technology will be demonstrated. The frequency spectrum, modulation schemes and multiplexing techniques will be explored. Lectures, interactive learning and demonstrations will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 273 - Telecommunications Electronics II

**Prerequisites:** TNY 173.

**Corequisites:** TNY 282.

**Description:** This course is designed to train students in the analysis and application of advanced electronic circuits as applied to the Telecommunications industry. Topics include gain in decibels, Bode plots, filters, frequency modulation, transmission lines, fiber optics and analysis by computer simulation. This course makes extensive use of computer simulations and communications both in and

out of the classroom; use of a laptop computer is required. Laboratory fee applies

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 275 - Telecommunications Digital Electronics II

**Description:** This course is designed to train students in the organization, architecture, and hardware aspects of digital microcomputer systems. Topics include an introduction to microprocessors, types and characteristics of different chips, motherboards, bus structures, memory, I/O interface devices, disk drives, video displays, and printers. Serial and parallel buses are discussed. Applications include the interfacing of peripherals, data communications between computers, and team project. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 282 - Telecommunications II

**Prerequisites:** TNY 181 and CRT 202.

**Corequisites:** TNY 273.

**Description:** An introduction to the techniques, principles, and terminology of Data Communications will be presented, stressing the basics of Voice over Internet Protocol (VoIP) systems, interactive learning, and demonstrations will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 283 - Telecommunications III

**Prerequisites:** TNY 282

**Description:** An introduction to the technology and terminology of Networks will be presented, including the organization, architecture, setup, hardware and software aspects of networked video delivery systems. Lectures, interactive learning, and demonstrations will be employed. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 284 - Telecommunications IV

**Prerequisites:** TNY 283

**Description:** A survey of current and emerging technologies in telecommunications will be presented. Lectures, interactive learning, demonstrations, and site visits will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

## Critical Reading and Academic Advancement

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### WRT

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#### WRT 001 - Foundations of Writing

**Prerequisites:** NCC Placement Test of Reading 001. This course is designed to help students strengthen their basic writing skills in preparation for the demands of college-level writing. Students create essays through the process of prewriting, drafting, revising and editing their work with the help of peer and instructor feedback to develop a sense of purpose and audience. Students learn to incorporate ideas gleaned through reading expository text into their essays to strengthen their arguments and develop appropriate techniques for writing in timed and untimed settings. The class meets three times a week and provides an intensive, active educational experience within the framework of classroom and learning center support. Students assigned to this course must pass it before proceeding to ENG 100 or ENG 101. (4 class hours)

**Description:** Formerly BEP 091. Students who have completed BEP 091 will not receive credit for WRT 001.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Offered:** Fall, Spring

**Credit Hours:** 4

**Department:** Critical Reading & Academic Adv

## Women's Studies

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### WST

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#### WST 101 - Introduction to Women's Studies

**Description:** Focusing on the roles of women in a cross-cultural context, this course

introduces the student to the discipline of Women's Studies and serves as a basis for more specialized courses. It treats such issues as women in the family, workplace, and community; images of women in the arts, professions and popular culture; and women's contributions in a variety of fields.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI, WESH

*Offered: Fall, Spring, Summer*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

### **WST 105 - Gender in Popular Culture**

**Description:** Popular culture portrays a range of femininities and masculinities which influence our sense of who we are as men and women. In this course we will look at material from a wide range of gender constructions-in texts; in Hollywood, independent, and foreign films; in television shows and commercials; in cartoons, graphic art and video games; in music videos; and/or on the Internet in social networking sites like Facebook and Twitter. Using a variety of critical and theoretical approaches, we will examine how pop culture representations of gender reflect social conditions, how they construct social possibilities, and how they change over time. SUNY GEN ED-n/a; NCC GEN ED-HUM, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

### **WST 107 - The Philosophy of Sex & Gender**

**Prerequisites:** ENG and RDG Remedials completed.

**Description:** (Dual listed with PHI 107) Many people distinguish males and females along two different dimensions: biological endowment and social role. The first dimension is labeled 'sex', the second 'gender'. this course examines the nature and development of the sex-gender distinction, its application to issues surrounding sexual equality, as well as contemporary challenges to the distinction that arise within conversations regarding intersexuality and transgenderism. The course also explores the intersection between sex, gender, and sexual desire. SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

*Offered: Fall and Spring*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

### **WST 110 - The Goddess in World Religions**

**Description:** This course will explore the images of the Goddess in world religions such as Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism, traditional African religions, and Native American traditions.

It will look at both iconography and literary texts to examine how the Goddess as a representation of the Divine affects women's spirituality and the larger culture.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

### **WST 201 - Women's Issues in Global Context**

**Description:** This course explores some of the major issues that affect women around the world. It focuses on the global labor force, reproductive rights, gay and lesbian politics, sexual identity, and education in Asia, Africa, Latin America, Europe, and the United States. Students will learn how women's experiences affect law and politics and how local conditions (here and elsewhere) intersect with global concerns and movements. Particular emphasis will be placed on goals and accomplishments of women's grassroots activism in many cultures.

SUNY GEN ED-GOWC; NCC GEN ED-GLNW, PLDI

*Offered: Fall, Spring*

*Credit Hours: 3*

*Department: Multidisciplinary Studies*

*Faculty Listing current as of May 2020*

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Elizabeth Abele	Professor	English	PHD, Temple University; MA, Ohio Univ Athens; BA, Ohio Univ Athens
Bruce Abgarian	Assistant Professor	Math/Computer Science/Info Tec	BA, Hofstra University; MA, Hofstra University
Kristine Abrams	Assistant Professor	Health/Physical Ed/Recreation	AA, SUNY Sullivan Co Cmty College; MA, Adelphi University; BS, SUNY Coll New Paltz
Victor H Abravaya	Professor	Theatre & Dance	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; JD, Hofstra University; MA, Univ Michigan Ann Arbor
Miriam M Afkhami-Ramirez	Professor	Student Personnel Services	State University Chancellor's Award, Excellence in Professional Service 2010; BA, CUNY Hunter College; PHD, CUNY-Graduate/U Ctr; MA, CUNY City College of NY
Rakhi Y Agarwal	Instructor	Chemistry	MS, India; PHD, India; BS, India
Ali Al-Rahman	Assistant Professor	Criminal Justice	AS, Regents College; MS, LIU - Brooklyn; BS, Regents College
Silvia P Albanese	Associate Professor	Foreign Languages	AA, SUNY Nassau Cmty College; MA, CUNY Queens College NY; BA, Adelphi University
Joan Alexander	Professor	Legal Studies	JD, New York University; BA, Univ Calif Berkeley
Nicole Alexander	Technologist III	Information Technology	BS, CUNY York College NY
Emad Alfar	Professor	Math/Computer Science/Info Tec	BA, Calif St Univ Fresno; MS, Calif St Univ Fresno
Mackenzie Allen	Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, Univ Phoenix
Miguel C Alonso	Professor	His/PolSci/Geo/LatinAm Studies	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2009; MA, SUNY Coll Stony Brook; BA, SUNY University at Albany
Joseph Altamura	Assistant Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; BS, New York Inst Tech
Mary Amalraj	Assistant Professor	Nursing	MSN, Grand Canyon University; BSN, Grand Canyon University

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Marynita M Anderson	Professor	His/PolSci/Geo/LatinAm Studies	MPHI, New York University; State University Chancellor's Award, Excellence in Teaching 2000; MA, New York University; BA, St Josephs Coll Brooklyn; PHD, New York University; State University Chancellor's Award, Excellence in Teaching 2002; State University Chancellor's Award, Excellence in Faculty Services 2011
Stella Apostolidis	Associate Professor	English	MA, SUNY University at Albany; BA, SUNY University at Albany
Gregory J Arend	Professor	Marketing & Retailing	MA, New York University; BA, Iowa Wesleyan College
Benjamin D Arendsen	Assistant Professor	Music	MA, CUNY Queens College NY; BA, CUNY Queens College NY
E.Consuelo Arias	Associate Professor	Foreign Languages	PHD, Princeton University; MA, Princeton University; BA, CUNY Queens College NY
Lisa A Asdahl	Clinical Instructor	Allied Health Sciences	BA, SUNY Coll New Paltz
Scott E Ash	Professor	English	BA, Brown University; PHD, Univ Rochester; MA, Univ Rochester
Savelios Aslanidis	Technologist II	Nursing	AAS, SUNY Nassau Cmty College; BPS, SUNY Empire State College
Christopher J Atwood	Assistant Professor	Engineering/Physics/Tech	BS, Cornell University; MS, St Johns Univ Jamaica; MS, SUNY Coll Stony Brook
Adam R Auteri	Technologist III	Information Technology	BS, SUNY Farmingdale
Tracyann Ayala	Instructor	Economics and Finance	MBA, Pace Univ New York City; BS, CUNY Brooklyn College
Donna T Bacon	Professor	Health/Physical Ed/Recreation	MS, Teachers College Columbia Univ; PHD, Teachers College Columbia Univ; BA, Adelphi University; MSW, Adelphi University
Armen R Baderian	Technologist III	Math/Computer Science/Info Tec	PHD, Adelphi University; MS, Pratt Institute; BS, Pratt Institute
Dilip Balamore	Professor	Engineering/Physics/Tech	MPHI, Columbia Univ Columbia College
Kim Ballerini	Professor	English	MS, Hofstra University; MA, Hofstra University; BA, SUNY University at Albany

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Artur Bator	Technologist II	Information Technology	AAS, SUNY Nassau Cmty College; BS, SUNY Farmingdale
Barbara Batra	Lecturer II	Language Immersion at NCC	BA, India; MA, School for Internatnl Training
Melissa Battista	Technologist I	Distance Education	MS, New York Inst Tech; BA, SUNY Coll Stony Brook; MS, Touro College
Mary L Beck	Technical Assistant III	Chemistry	BS, Hofstra University
Stephen J Beck	Professor	Biology	MA, Hofstra University
Susan R Beganskas	Associate Professor	Marketing & Retailing	MFA, Parsons School Design; BFA, Univ Mass Amherst
Pete Belikis	Technologist III	Information Technology	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Lynn Bergin	Professor	Administrative Business Tech	AAS, SUNY Nassau Cmty College; MA, SUNY Coll Stony Brook; BS, LIU CW Post
Joseph M H Bernat	Assistant Professor	Math/Computer Science/Info Tec	MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook
David Bevivino	Technologist I	Physical Education Complex	MS, SUNY Coll Cortland; BS, SUNY Coll Cortland
Farica R Bialstock	Professor	Allied Health Sciences	State University Chancellor's Award, Excellence in Teaching 2005; MS, LIU - Brooklyn; BS, Suny-Buffalo Hlth S
Terrence Black	Assistant Professor	Chemistry	PHD, Northeastern University; BS, Trinity College Ct
Maryann Blessinger	Technical Assistant IV	Nursing	MA, New York University; BS, LIU CW Post
Nancy J Bloom	Professor	Marketing & Retailing	AAS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 2007; MBA, Hofstra University; BS, Hofstra University
Esther Bogin	Professor	Communications	MS, CUNY Brooklyn College; BA, CUNY Brooklyn College
Linda Boire	Associate Professor	Hospitality Business	MS, New York Inst Tech; BS, SUNY Plattsburgh
Florence D Boodakian	Professor	English	BA, Fordham University; MA, New York University; State University Chancellor's Award, Excellence in Teaching 2008; PHD, New York University
Jessica Bosworth	Associate Professor	Math/Computer Science/Info Tec	MA, SUNY Binghamton; BA, SUNY Binghamton
Ellen Botkin	Professor	Math/Computer Science/Info Tec	MS, New York University; BA, SUNY University at Albany;

Name	Position	Department	Degrees and Honors
			State University Chancellor's Award, Excellence in Faculty Service 2015
Emanuel Gregory Boussios	Sabbatical	Sociology	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2018-19; MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Edward A Boyden	Professor	His/PolSci/Geo/LatinAm Studies	PHD, Univ Chicago; MA, Univ Chicago; State University Chancellor's Award, Excellence in Teaching 2008; BA, Wesleyan University
Michael E Boyle	Professor	Theatre & Dance	BA, SUNY Plattsburgh; MFA, Yale University
Robert N Bradshaw	Technical Assistant III	Audio-Visual	AS, SUNY Nassau Cmty College; BS, CUNY John Jay Coll Crmnl Justc
Darleen M Braunshweiger	Professor	Economics and Finance	BS, Univ Connecticut; MA, CUNY Hunter College; JD, Hofstra University
Allison Bressmer	Professor	Critical Reading & Academic Adv	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; MED, CUNY Queens College NY
Allison Bressmer	Professor	Reading/BEP	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; MED, CUNY Queens College NY
Laurel Brett	Assistant Professor	English	BA, Suny-Stonybrook Hlth S; MA, Suny-Stonybrook Hlth S; PHD, Suny-Stonybrook Hlth S
Thomas C Bruckner	Associate Professor	Physical Sciences	BA, SUNY Binghamton; State University Chancellor's Award, Excellence in Teaching 2018-19; MA, SUNY Coll Stony Brook
George Bruns	Professor	Math/Computer Science/Info Tec	BS, Manhattan College; MS, Fordham University; PHD, Hofstra University
Joan Buckley	Associate Professor	Nursing	AAS, SUNY Nassau Cmty College; MS, CUNY Hunter College; BS, Adelphi University; PHD, CUNY-Graduate/U Ctr
Darci L Burdge	Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; MA, CUNY Queens College NY; BA, CUNY Queens College NY

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Jill M Burgreen	Professor	Communications	MS, Adelphi University; AA, SUNY Nassau Cmty College; BA, Hofstra University
Stephanie Buto	Instructor	Marketing & Retailing	AS, SUNY Nassau Cmty College; BPS, SUNY Empire State College
Shanicqua M Bynum	Technical Assistant III	Hospitality Business	MBA, Johnson & Wales University; AAS, Johnson & Wales University; BS, Johnson & Wales University
Claudia Cage	Associate Professor	Art	MA, CUNY Hunter College; BA, Dowling College; MA, Hofstra University
Ruth Calderon	Administrative Assistant I	International Education	AS, SUNY Nassau Cmty College
Frances M Calleo	Lecturer	Language Immersion at NCC	MS, CUNY City College of NY; EDD, LIU CW Post; BBA, Adelphi University
Mark A Campbell	Administrative Assistant III	Financial Aid Office	BBA, Hofstra University
Maryann Capone	Associate Professor	Accounting and Business Admin	MBA, St Johns Univ Jamaica; BA, CUNY Queens College NY
Richard J Cappiello	Technical Assistant I	Physical Sciences	BS, Molloy College
Craig P Capria	Associate Professor	Engineering/Physics/Tech	AS, SUNY Nassau Cmty College; BS, Hofstra University; MS, SUNY Coll Stony Brook
Laurence Carlin	Assistant Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; AAS, Excelsior College; MS, St Josephs Coll Patchogue; BS, St Josephs Coll Patchogue
Patricia Caro	Professor	His/PolSci/Geo/LatinAm Studies	MA, SUNY University at Albany; PHD, Univ Oregon; State University Chancellor's Award, Excellence in Teaching 2004; BA, SUNY Coll New Paltz
Joseph J Caruso	Professor	Legal Studies	BA, CUNY Queens College NY; JD, St Johns Univ Jamaica
Rona Casciola	Professor	Marketing & Retailing	State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2013; AAS, SUNY Fashion Inst Tech; MA, SUNY Empire State College; BPS, SUNY Empire State College
Thomas Casserly	Assoc Director Financial Aid	Financial Aid Office	MA, Rutgers-Newark; BS, William Paterson Univ
Gail R Cavallo	Professor	Music	BS, Westrn Carolina University; MS, LIU CW Post



<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Donna Cempa-Danziger	Assistant Professor	Allied Health Sciences	MS, Adelphi University; MA, Adelphi University; BS, Molloy College
Exarah Cesar	Administrative Assistant I	Assoc VP Academic Affairs	AA, SUNY Nassau Cmty College
Sherly Chacko	Technologist I	Information Technology	MS, New York Inst Tech
Victoria Chai	Associate Professor	Communications	AA, SUNY Nassau Cmty College; BA, Univ Rochester; MA, Indiana Univ Bloomington; MA, Hofstra University
Lawrence Chatterton	Technologist III	Art	AAS, SUNY Nassau Cmty College; BBA, SUNY Empire State College
Fei K Chiang	Technical Assistant I	Math/Computer Science/Info Tec	BS, New York University; MME, Rensselaer Poly Institute
Donny Chin	Technologist I	Information Technology	BS, Rensselaer Poly Institute
Kalvin Chin	Administrative Assistant I	Academic Advisement	BA, CUNY Queens College NY
Renee R Chin	Technical Assistant I	Allied Health Sciences	AAS, SUNY Nassau Cmty College
Katherine Cho	Associate Professor	Criminal Justice	AA, St Johns Univ Jamaica; JD, Syracuse University; BS, St Johns Univ Jamaica; MA, St Johns Univ Jamaica
Dennis T Christy	Professor	Math/Computer Science/Info Tec	MS, Adelphi University; BS, St Francis College NY
Sooja Chung	Technologist III	Inst. Effect & Strategic Planning	AS, SUNY Nassau Cmty College; MA, Hofstra University; BS, Japan
Dominic J Ciardullo	Professor	Engineering/Physics/Tech	BS, Rensselaer Poly Institute; AS, SUNY Nassau Cmty College; MS, Polytechnic Univ Brooklyn
Andrina V Cleveland	Professor	Health/Physical Ed/Recreation	State University Chancellor's Award, Excellence in Teaching 2000; State University Chancellor's Award, Excellence in Teaching 2001; BS, Wagner College; MA, Adelphi University; MSW, Adelphi University
Richard E Cohen	Associate Professor	Physical Sciences	PHD, SUNY Coll Stony Brook; BS, Penn State Univ-Main; MA, Adelphi University
Kristine A Coles	Associate Professor	Allied Health Sciences	BSN, Adelphi University; AS, SUNY Nassau Cmty College; MS, SUNY Coll Buffalo
Theresa A Collins	Assistant Professor	English	BA, Molloy College; MA, CUNY Queens College NY
Carolyn Confusione	Assistant Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, St Josephs Coll

Name	Position	Department	Degrees and Honors
			Brooklyn; MS, St Josephs Coll Brooklyn
Dee Cook	Technologist II	Information Technology	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Jeanine L Cook-Garard	Professor	Nursing	AS, SUNY Nassau Cmty College; PHD, Molloy College; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Sabine Coriolan-Victome	Technical Assistant IV	Nursing	BS, CUNY City College of NY; State University Chancellor's Award, Excellence in Professional Service 2018-19; MS, Molloy College; AAS, CUNY New York City Tech Coll; BS, Molloy College
Isabel Cosgrove	Clinical Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; AAS, Molloy College
Kevin Costa	Assistant Professor	Allied Health Sciences	BS, New York Inst Tech; MS, LIU CW Post
Robert G Costello	Professor	Criminal Justice	MA, SUNY University at Albany; BA, Hofstra University; State University Chancellor's Award, Excellence in Teaching 2014; EDD, Dowling College; State University Chancellor's Award, Excellence in Professional Service 2003; JD, St Johns Univ Jamaica; MA, St Johns Univ Jamaica
David Crugnola	Associate Professor 12 Month	Library	BA, Univ Connecticut; MLS, St Johns Univ Jamaica
Anne Cubeta	Professor	Hospitality Business	AS, SUNY Nassau Cmty College; MS, CUNY Queens College NY; BA, CUNY Queens College NY
Ronald C Cunsolo	Assistant Professor	His/PolSci/Geo/LatinAm Studies	PHD, SUNY Coll Stony Brook; AA, SUNY Nassau Cmty College; BA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 1981; MA, SUNY Coll Stony Brook
Marilyn Curry	Professor	Administrative Business Tech	AAS, SUNY Nassau Cmty College; MA, Hofstra University; BS, Hofstra University
Susan Cushman	Professor	English	BA, Rider University; MA, Rutgers Univ-Camden; PHD, Lehigh University
Kimberly J D'Albora	Assistant Professor	Allied Health Sciences	BS, Touro College; MA, Touro College

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Thomas L D'Angelo	Professor	English	MA, CUNY Queens College NY; BA, CUNY Queens College NY
Peter Dangelo	Technical Assistant II	Information Technology	AAS, SUNY Nassau Cmty College
Bob D DAnna	Technical Assistant III	Accounting and Business Admin	AS, SUNY Nassau Cmty College; BBA, Hofstra University
Doreen E Davis	Assoc Director Financial Aid	Financial Aid Office	State University Chancellor's Award, Excellence in Professional Service 2014; BS, Adelphi University; AA, Adelphi University
Sabrina Beth Davis	Assistant Professor	English	BA, CUNY Baruch College; MA, St Louis University Mo; PHD, St Louis University Mo; MA, Florida Atlantic University
Natalia De Cuba	Lecturer Coordinator	Language Immersion at NCC	BA, New Sch Soc Research; MA, SUNY Coll Stony Brook; MS, Columbia Univ Columbia College
Andrew J De Joseph	Associate Professor	Accounting and Business Admin	BA, CUNY Queens College NY; MBA, Adelphi University; JD, St Johns Univ Jamaica
Julie de la Lastra	Assistant Professor	Marketing & Retailing	AAS, SUNY Nassau Cmty College; BS, LIU CW Post; MBA, Dowling College
Denise Deal	Associate Professor	Biology	MS, Adelphi University; AS, SUNY Nassau Cmty College; PHD, North Central University; BFA, New York Inst Tech
Jeannie M DeAngelis	Administrative Assistant IV	Inst. Effect & Strategic Planning	AA, SUNY Nassau Cmty College; MA, SUNY Empire State College; BA, Adelphi University
Ernest Mark DeFalco	Assistant Professor	Math/Computer Science/Info Tec	BS, Nova Southeastern Univ; MS, Nova Southeastern Univ
Gerard T DeFeo	Assistant Professor	Allied Health Sciences	BS, SUNY Empire State College; MS, Adelphi University
Richard E Delbango	Technologist III	Library	MLS, CUNY Queens College NY; State University Chancellor's Award, Excellence in Professional Service 2000; BFA, New York University; AAS, CUNY Queensborough CC; MS, SUNY Coll Stony Brook
Laurie Delitsky	Associate Professor	Math/Computer Science/Info Tec	MS, Hofstra University; BS, Pace Univ New York City

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Bertram Delmage	Assistant Professor	Criminal Justice	JD, Touro College; BA, SUNY Empire State College; MA, SUNY Coll Stony Brook
Tony E Delouise	Technologist III	Information Technology	AS, SUNY Nassau Cmty College; BBA, Hofstra University
Evelyn W Deluty	Professor	Philosophy	State University Chancellor's Award, Excellence in Teaching 2003; BA, Barnard College Columbia Univ; PHD, Univ of Pennsylvania
M.Dolores L Demanuel-Kraus	Professor	English	PHD, Fordham University
Rosemary T Deriso	Associate Professor	Economics and Finance	MBA, St Johns Univ Jamaica; MA, Fordham University; PHD, Fordham University; BS, St Johns Univ Jamaica
John Despagna	Associate Professor	Accounting and Business Admin	BA, Siena College; MS, Hofstra University; MBA, Dowling College
Pierre C Desroches	Associate Professor	Foreign Languages	MA, CUNY Brooklyn College; BA, CUNY Brooklyn College
Michael DeVeaux	Instructor	Sociology	MA, SUNY Coll New Paltz; BBA, CUNY Baruch College; MPS, NY Theological Sem; PHD, Cuny-Graduate/U Ctr
Linda DiDio	Associate Professor	Nursing	BS, CUNY Hunter College; MA, New York University
Rachael Dioguardi	Technical Assistant I	Legal Studies	JD, Touro College; BS, New York Inst Tech; AAS, SUNY Suffolk Co CC Selden
Albert E Donor	Technical Assistant III	Physical Sciences	AS, SUNY Nassau Cmty College; BS, LIU CW Post; MBA, Dowling College
Wesley Doody	Professor	Biology	MPhi, Cuny-Graduate/U Ctr; BA, CUNY Queens College NY
Ziaullah K Durrani	Technologist II	Engineering/Physics/Tech	AA, SUNY Nassau Cmty College; MS, CUNY Baruch College; BS, SUNY Coll Old Westbury
Constance M Egelman	Professor	Student Personnel Services	State University Chancellor's Award, Excellence in Professional Service 2006; BA, Iona College; MS, CUNY Herbert H Lehman College
Sonny H Emin	Technologist III	Library	AA, SUNY Nassau Cmty College; BS, Dowling College
Tom Emmerson	Professor	Art	BA, University Of Akron; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2011

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Richard Erben	Technologist III	Library	AAS, SUNY Nassau Cmty College; BPS, SUNY Coll Old Westbury
Lisa A Errico	Associate Professor 12 Month	Library	MLS, CUNY Queens College NY; BS, Mercy College Dobbs Ferry; State University Chancellor's Award, Excellence in Librarianship 2014
Duane B Esposito	Professor	English	AAS, SUNY Nassau Cmty College; MA, SUNY Coll Brockport; BS, SUNY Coll Brockport; MFA, Univ Arizona
Peter Euler	Assistant Professor	Communications	BA, SUNY Coll Potsdam; MA, Fordham University
Cathy Fagan	Professor	English	BA, Le Moyne College; MS, Fordham University; MA, Hofstra University; PHD, Cuny-Graduate/U Ctr
Leonardo Falcon	Instructor	His/PolSci/Geo/LatinAm Studies	PHD, Florida International Univ; MA, Florida International Univ; BA, Univ North Texas
Caroline Falconetti	Associate Professor	Accounting and Business Admin	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Hofstra University
Jill Fanuzzi	Assoc Director Admissions	Admissions	BA, Hofstra University; MA, SUNY Coll Stony Brook
Christine M Faraday	Associate Professor 12 Month	Library	BA, Hofstra University; State University Chancellor's Award, Excellence in Librarianship 2018; MA, Hofstra University
Janet Farrell Leontiou	Associate Professor	Communications	BA, CUNY Hunter College; MA, Penn State Univ-Main; PHD, Penn State Univ-Main
Valerie Alexandra Fasanello	Instructor	Critical Reading & Academic Adv	MS, LIU CW Post; BA, St Josephs Coll Patchogue
Valerie Alexandra Fasanello	Instructor	Reading/BEP	MS, LIU CW Post; BA, St Josephs Coll Patchogue
Amanda J Favia	Assistant Professor	Philosophy	BA, SUNY Binghamton; MPH, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr
Sharon Feder	Assistant Professor	Legal Studies	JD, Yeshiva University New York; BA, CUNY Queens College NY
Rhona Feigenbaum	Associate Professor	Health/Physical Ed/Recreation	BA, Hofstra University; MA, Hofstra University
Ronna S Feit	Sabbatical	Foreign Languages	PHD, Univ Virginia; MA, Univ Delaware; BA, St Josephs Coll Brooklyn; State University Chancellor's Award, Excellence in Creative Activities 2008

Name	Position	Department	Degrees and Honors
David C Ferraro	Technical Assistant II	Music	BM, SUNY Coll Purchase
Janine Ferraro	Professor	Criminal Justice	BS, Univ Connecticut; State University Chancellor's Award, Excellence in Teaching 2018; MA, CUNY John Jay Coll Crmnl Justc; JD, St Johns Univ Jamaica
Kristine Ferrucci-Egan	Assistant Professor	Nursing	AAS, SUNY Nassau Cmty College; MS, Molloy College; BS, Molloy College
Anna M Feuerbach	Assistant Professor	Sociology	MS, United Kingdom; MA, New York University; PHD, United Kingdom; BS, United Kingdom
Thomas C Field	Associate Professor	Hospitality Business	MS, Univ New Haven; BS, Univ New Haven
Ashley Fifer	Lecturer II	Language Immersion at NCC	MA, New York University; BA, Messiah College; State University Chancellor's Award, Excellence in Faculty Service 2018
Lorraine A Findlay	Professor	Allied Health Sciences	MPHI, New York University; State University Chancellor's Award, Excellence in Teaching 2010; MS, LIU CW Post; BA, CUNY Queens College NY; PHD, New York University
Rosette Finneran	Associate Professor	English	AA, SUNY Nassau Cmty College; BA, Hofstra University; MS, Hofstra University; MA, Hofstra University
Pamela Flores	Professor	Psychology	BA, George Washington University; MA, Hofstra University; PHD, Hofstra University
Elizabeth C Fonseca	Lecturer II	Language Immersion at NCC	State University Chancellor's Award, Excellence in Teaching 2018; AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; MA, SUNY Coll Stony Brook
Diana Forbes	Technologist III	Information Technology	MS, Pace Univ New York City; BA, CUNY Hunter College
Nicole M Forchelli	Associate Professor 12 Month	Critical Reading & Academic Adv	MS, LIU CW Post; BS, Hofstra University
Nicole M Forchelli	Associate Professor 12 Month	Reading/BEP	MS, LIU CW Post; BS, Hofstra University
Hector M Fortuna	Technologist III	Language Immersion at NCC	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Peter A Fox	Technologist III	Theatre & Dance	BA, SUNY Coll Stony Brook
Stella Fox	Professor	Critical Reading & Academic Adv	MA, SUNY Binghamton; State University Chancellor's Award, Excellence in Teaching 2014; BA, CUNY Brooklyn College
Stella Fox	Professor	Reading/BEP	MA, SUNY Binghamton; State University Chancellor's Award, Excellence in Teaching 2014; BA, CUNY Brooklyn College
Neil S Francisco	Technologist II	Distance Education	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Katrina M Frazier	Professor	Library	BA, Hofstra University; State University Chancellor's Award, Excellence in Librarianship 2005; MS, LIU CW Post
Christopher C Frederick	Technical Assistant I	Communications	MA, Regent University; BA, Oral Roberts University
Arthur L Friedman	Professor	Library	MS, Indiana Univ Bloomington; BA, Defiance College; State University Chancellor's Award, Excellence in Professional Service 1996
Les Frimerman	Assistant Professor	Math/Computer Science/Info Tec	State University Chancellor's Award, Excellence in Teaching 2009; BBA, CUNY Baruch College; AAS, CUNY Baruch College; MBA, Adelphi University
Frank J Frisenda	Professor	Engineering/Physics/Tech	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College; AA, SUNY Nassau Cmty College; MS, SUNY Coll Stony Brook
George E Frost	Assistant Professor	Economics and Finance	MA, Univ Connecticut; JD, Univ Connecticut; BA, Providence College
Joanne Mary Gabrus	Instructor	Nursing	MS, LIU CW Post
Kathleen Gallagher	Professor	Engineering/Physics/Tech	BS, Polytechnic Univ Brooklyn; AS, SUNY Farmingdale; MS, Columbia Univ Columbia College
Michael Gallo	Technologist III	Art	BA, Iona College
Jared M Ganson	Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; BA, Hofstra University; MA, Adelphi University
Staci C Ganson	Instructor	Critical Reading & Academic Adv	MS, Adelphi University; BS, SUNY Plattsburgh
Staci C Ganson	Instructor	Reading/BEP	MS, Adelphi University; BS, SUNY Plattsburgh

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Kevin A Garcia	Technical Assistant I	Allied Health Sciences	AAS, SUNY Nassau Cmty College; AA, SUNY Nassau Cmty College; BA, SUNY Coll Stony Brook
Elizabeth A Gaudino-Goering	Associate Professor	Psychology	PHD, SUNY Coll Stony Brook; BA, SUNY Binghamton; MA, SUNY Coll Stony Brook
Lea A Gennaro	Instructor	Marketing & Retailing	AAS, SUNY Fashion Inst Tech; MA, Adelphi University; BS, SUNY Fashion Inst Tech
Robert B Genter	Associate Professor	His/PolSci/Geo/LatinAm Studies	MA, Columbia Univ Columbia College; MPHI, Columbia Univ Columbia College; BA, Rutgers University; PHD, Columbia Univ Columbia College
Deirdre Kym Gibson	Instructor	Hospitality Business	MBA, St Josephs Coll Patchogue; BS, St Josephs Coll Patchogue
James Gilmartin	Assistant Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, LIU CW Post
David Ginsberg	Assistant Professor	English	PHD, SUNY Coll Stony Brook; MA, CUNY Queens College NY; BA, CUNY Queens College NY
Abigail G Ginsburg	Technical Assistant III	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury
Richard D Ginsburg	Associate Professor 12 Month	Theatre & Dance	BFA, Hofstra University; MFA, CUNY Brooklyn College
Holly E Giordano	Associate Professor	Engineering/Physics/Tech	BA, Hofstra University; MS, SUNY Coll Stony Brook
Whitney P Glass	Instructor	Marketing & Retailing	AS, SUNY Nassau Cmty College; MBA, SUNY Empire State College; BFA, LIU CW Post
Jeanne K Golan	Professor	Music	MMA, Univ Rochester; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2003; BA, Yale University; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2011
Kerry Golde	Professor	Reading/BEP	MA, Manhattanville College; BA, SUNY Coll Purchase; MED, LIU CW Post
Kerry Golde	Professor	Critical Reading & Academic Adv	MA, Manhattanville College; BA, SUNY Coll Purchase; MED, LIU CW Post
Susan E Goldson	Associate Professor	Administrative Business Tech	BS, St Johns Univ Jamaica; MS, SUNY Coll Stony Brook



<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Rosann M Gonzalez	Associate Professor	Biology	MS, St Johns Univ Jamaica; BS, Adelphi University; PHD, St Johns Univ Jamaica
Richard D Goodman	Assistant Professor	His/PolSci/Geo/LatinAm Studies	PHD, Indiana Univ Bloomington; BA, Sarah Lawrence College; MA, New Sch Soc Research
Patricia Goodwin	Technical Assistant II	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Stephen A. Gordon	Assistant Professor	Accounting and Business Admin	MBA, Adelphi University; BBA, Adelphi University
Jason G Gorman	Professor	Art	State University Chancellor's Award, Excellence in Teaching 2009; MA, LIU CW Post; BFA, LIU CW Post; AAS, SUNY Suffolk Co CC Riverhead
Linda Gorman	Professor	Library	MLS, CUNY Queens College NY; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Librarianship 2008
Franklin E Graham	Technologist III	Math/Computer Science/Info Tec	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury
Joseph C Gray	Professor	Accounting and Business Admin	BBA, St Johns Univ Jamaica; MBA, St Johns Univ Jamaica
Steven Michael Greenbaum	Instructor	Psychology	MA, New School Univ; BA, New York University
Debra J Grodenchik	Professor	Math/Computer Science/Info Tec	MS, Adelphi University; AS, SUNY Nassau Cmty College; PHD, Cuny-Graduate/U Ctr; BS, Pace Univ Plsntvlle/Briarcliff
Jeffrey Gross	Technologist III	Information Technology	AA, SUNY Nassau Cmty College; BS, SUNY Farmingdale
Sharon Grossman	Professor	Grant In Process	BS, Univ Arizona; MS, Univ Arizona
Ray Guarino	Technical Assistant III	Engineering/Physics/Tech	AAS, SUNY Nassau Cmty College; BS, Nyack College
Gregg Gudelinis	Instructor	Student Personnel Services	BA, St Josephs Coll Brooklyn; MED, LIU CW Post; MS, Albany State University
Alison Guest	Assistant Professor	Art	MFA, Ohio State Univ Columbus
Curtis R Guillian	Administrative Assistant III	Physical Education Complex	AA, SUNY Nassau Cmty College; BS, Northeastern University; MED, Concordia University Or

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Fran T Gulinello	Professor	Communications	MPHI, Cuny-Graduate/U Ctr; BA, CUNY Queens College NY; MA, Hofstra University; PHD, Cuny-Graduate/U Ctr
Heather L Habibi	Administrative Assistant IV	Academic Advisement	BS, SUNY Coll Oneonta; MS, Hofstra University
Steven T. Haffner	Assistant Professor	Allied Health Sciences	AA, SUNY Suffolk Co CC Selden; DC, New York Chiropractic College; MED, Touro College
Mark S Halfon	Professor	Philosophy	MA, San Francisco State University; PHD, Cuny-Graduate/U Ctr
Jared S Harel	Instructor	English	MFA, Cornell University; BA, SUNY Binghamton
Ann Harrison	Instructor	Legal Studies	BA, Yeshiva University New York; JD, Yeshiva University New York
Randy Hayman	Assistant Professor	English	BA, CUNY Brooklyn College; MS, Columbia Univ Columbia College
Emily Hegarty	Professor	English	BA, Suffolk University; MPHI, Cuny-Graduate/U Ctr; MA, Northeastern University; PHD, Cuny-Graduate/U Ctr
Ann Heslop	Associate Professor	Nursing	BS, SUNY Health Sci Ctr Brooklyn; AAS, CUNY Queensborough CC; MS, Molloy College
Danielle A Heyer	Clinical Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College
Charles Hicks	Associate Professor	Chemistry	BA, CUNY Queens College NY; PHD, Cuny-Graduate/U Ctr
Holly Hilary	Assistant Professor	Psychology	State University Chancellor's Award, Excellence in Teaching 2000; MA, Hofstra University; PHD, Hofstra University
Juan C Hinojosa	Technologist III	Distance Education	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Linda Hittleman	Assistant Professor	Hospitality Business	BS, SUNY Coll Oneonta; MS, New York University
Sidney H Hochman	Professor	Psychology	MA, CUNY Queens College NY; BA, CUNY Queens College NY; PHD, Cuny-Graduate/U Ctr
Gloria Hoerning	Instructor	Allied Health Sciences	BS, SUNY Coll Stony Brook; AS, SUNY Farmingdale

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Terrance Hoffman	Associate Professor	Criminal Justice	State University Chancellor's Award, Excellence in Teaching 1999; MA, SUNY Coll Stony Brook; AAS, SUNY Suffolk Co CC Selden; BS, St Josephs Coll Patchogue
Dean J Holzmann	Associate Professor	Legal Studies	BA, Hofstra University; JD, Touro College
Ed Hom	Technologist III	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; BS, Hofstra University
Donna Hope	Professor	Marketing & Retailing	BBA, Hofstra University; AAS, SUNY Fashion Inst Tech; MPHI, LIU CW Post; MBA, Dowling College
Sara Hosey	Sabbatical	English	BA, Catholic Univ America; PHD, Univ Wisc Madison; MA, Univ Wisc Madison
Virginia Hromulak	Professor	English	State University Chancellor's Award, Excellence in Teaching 2012; MA, Westrn Connecticut State Univ; PHD, Fordham University; BA, SUNY Coll Purchase
Diane Humburg	Instructor	Nursing	BS, Grand Canyon University; MSN, Grand Canyon University
Heather L Huntington	Associate Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; MA, Teachers College Columbia Univ; MPHI, Teachers College Columbia Univ; PHD, Teachers College Columbia Univ; BS, Univ Maryland College Park
Elizabeth A Hynes-Musnisky	Associate Professor	Critical Reading & Academic Adv	BA, Molloy College; MS, Hofstra University; PHD, Hofstra University
Elizabeth A Hynes-Musnisky	Associate Professor	Reading/BEP	BA, Molloy College; MS, Hofstra University; PHD, Hofstra University
Liz Iglesias	Associate Registrar	Registrar	State University Chancellor's Award, Excellence in Professional Service 2005; AAS, New York Inst Tech; MPS, New York Inst Tech; BS, New York Inst Tech
Tracy E Imperato	Assistant Professor	Physical Sciences	AA, SUNY Nassau Cmty College; MS, LIU CW Post; BS, Molloy College
Fred S Intiso	Technologist III	Information Technology	BS, Rochester Inst Tech; AS, SUNY Nassau Cmty College
Lawrence Jacob	Associate Professor	Allied Health Sciences	AA, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn

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Kathrine Jason	Associate Professor	English	MFA, Columbia Univ Columbia College; BA, Bard College
Mohammad Javadi	Professor	Math/Computer Science/Info Tec	ME, Manhattan College; MS, Adelphi University; BE, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2008
Orval A Jewett	Professor	Sociology	MA, CUNY Brooklyn College; BA, Evergreen State College; MSW, Fordham University; MPS, Australia; DSW, Walden University; State University Chancellor's Award, Excellence in Professional Service 2012
Dolisha A Jones	Associate Professor	Biology	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Hofstra University
Laurie Joseph	Professor	Student Personnel Services	State University Chancellor's Award, Excellence in Professional Service 2010; AA, SUNY Nassau Cmty College; MS, Boston University; BA, Monmouth University
Shikha G Joseph	Instructor	Library	MLS, CUNY Queens College NY; BA, CUNY Queens College NY; JD, New York Law School
Christopher Jusino	Technical Assistant III	Music	BA, CUNY Queens College NY
Suzanne L Kaebnick	Professor	English	PHD, SUNY Coll Stony Brook; BA, Earlham College
Stuart M Kaplan	Professor	Math/Computer Science/Info Tec	MS, Hofstra University; BS, SUNY Coll Cortland
Dean Karras	Professor	Health/Physical Ed/Recreation	MS, Hofstra University; BS, St Johns Univ Jamaica
Darshna Katwala	Associate Professor	Reading/BEP	MED, Rutgers University; BA, Rutgers University
Darshna Katwala	Associate Professor	Critical Reading & Academic Adv	MED, Rutgers University; BA, Rutgers University
Caroline E Kaufmann	Associate Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BSN, Adelphi University
Sandra Leah Keegan	Assistant Professor	Math/Computer Science/Info Tec	MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook
Catherine D Kelly	Professor	Biology	BA, SUNY Coll Purchase; PHD, Cornell University; State University Chancellor's Award, Excellence in Teaching 1998
Andrzej Kempisty, Jr.	Technologist III	Information Technology	BS, St Johns Univ Jamaica

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Barbara Kennedy	Associate Professor	Nursing	MS, Adelphi University; AAS, CUNY Queensborough CC; BS, Adelphi University
Maryanne Kildare	Lecturer II	Language Immersion at NCC	AA, SUNY Nassau Cmty College; BA, SUNY Binghamton; MS, CUNY Queens College NY
Deborah A Kilmnick	Associate Professor	Communications	MA, New York University; BA, SUNY Coll Oneonta
Eunsil Kim	Asst Director Admissions	International Education	AA, SUNY Nassau Cmty College; BS, New York University; MA, Hofstra University
Amy King	Professor	English	MA, SUNY Univ At Buffalo; MFA, CUNY Brooklyn College; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2012; BS, Towson University
Kahlil Gray King	Instructor	Economics and Finance	MS, CUNY Brooklyn College; BS, Hampton University
Slavka Kleger	Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College
Ida Klikovac	Assistant Professor	Math/Computer Science/Info Tec	MA, Adelphi University; BS, Adelphi University
Gary L Klinger	Professor	Allied Health Sciences	State University Chancellor's Award, Excellence in Teaching 2003; BS, SUNY Health Sci Ctr Brooklyn; MA, New York University; PHD, New York University
Jennifer W Kohut	Instructor	Math/Computer Science/Info Tec	MS, Adelphi University; BA, Univ Vermont
Vivian Kong	Technologist I	Math/Computer Science/Info Tec	MA, CUNY Queens College NY; BA, CUNY Queens College NY; MS, Cuny-Graduate/U Ctr
Vladimir Konovaliouk	Professor	Foreign Languages	BA, Russia; DA, SUNY Coll Stony Brook; MA, Russia
Lisa J Korman	Associate Professor	Psychology	PSYD, Yeshiva University New York; MED, CUNY Queens College NY; BA, Boston University
Kleva Kosta	Technical Assistant I	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Stephanie Kraszewski	Instructor	Psychology	MA, Unknown College; MA, Adelphi University; PHD,

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			Unknown College; BA, Adelphi University
Paul Kreinbihl	Technologist II	Math/Computer Science/Info Tec	MS, LIU - Brooklyn; BS, Loyola College
Paula M Kreinbihl	Associate Professor	Math/Computer Science/Info Tec	MS, LIU CW Post; BS, LIU CW Post
Caryn Krupa	Associate Professor	Reading/BEP	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Cortland; MA, Hofstra University
Caryn Krupa	Associate Professor	Critical Reading & Academic Adv	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Cortland; MA, Hofstra University
Dorothy A Kugler	Assistant Professor	Math/Computer Science/Info Tec	PHD, SUNY Coll Stony Brook; AS, SUNY Nassau Cmty College; MS, New York University; BS, SUNY Coll Stony Brook
Phyllis P Kurland	Professor	Student Personnel Services	MA, New York University; BA, CUNY Brooklyn College
Matthew N Lacombe	Technical Assistant I	Art	AA, SUNY Nassau Cmty College
Vasiliki Lagakis	Professor	Critical Reading & Academic Adv	AA, CUNY Bronx Cmty College; MA, Teachers College Columbia Univ; BA, CUNY Herbert H Lehman College; MED, Teachers College Columbia Univ; EDD, Teachers College Columbia Univ; State University Chancellor's Award, Excellence in Professional Service 2017
Vasiliki Lagakis	Professor	Reading/BEP	AA, CUNY Bronx Cmty College; MA, Teachers College Columbia Univ; BA, CUNY Herbert H Lehman College; MED, Teachers College Columbia Univ; EDD, Teachers College Columbia Univ; State University Chancellor's Award, Excellence in Professional Service 2017
Colleen E Lamb	Clinical Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; MS, Mercy College Dobbs Ferry; BS, Mercy College Dobbs Ferry
Michele Landau	Technologist III	Biology	AS, SUNY Nassau Cmty College; BS, CUNY John Jay Coll Crmnl Justc
Mary F Lannon	Associate Professor	English	BS, Penn State Univ-Main; MA, Fordham University; State University Chancellor's

Name	Position	Department	Degrees and Honors
			Award, Excellence in Teaching 2018-19; BA, Penn State Univ-Main; PHD, SUNY University at Albany
Kira Lariosa	Associate Professor	Math/Computer Science/Info Tec	MS, LIU CW Post; BA, LIU CW Post
Christine P Lawrence	Technical Assistant I	Art	BA, SUNY Coll Purchase
Robert M Lazaroff	Associate Professor	English	State University Chancellor's Award, Excellence in Teaching 2011; BS, Emerson College; PHD, Cuny-Graduate/U Ctr; MA, CUNY Herbert H Lehman College
Kristin Le Veness	Professor	English	BA, St Johns Univ Jamaica; PHD, United Kingdom; MA, St Johns Univ Jamaica
Dina Ledwith	Instructor	Critical Reading & Academic Adv	BA, Hofstra University; MA, New York University
Dina Ledwith	Instructor	Reading/BEP	BA, Hofstra University; MA, New York University
Chee-Meng Lee	Professor	Engineering/Physics/Tech	MS, Southern Illinois Univ Carbondale; BS, Southern Illinois Univ Carbondale
Fannie E Lee	Administrative Assistant III	Financial Aid Office	AA, SUNY Suffolk Co CC Brentwood; BS, Molloy College
Jacqueline Lee	Professor	Biology	BS, Cornell University; State University Chancellor's Award, Excellence in Faculty Service 2018-19; AAS, SUNY Farmingdale; MS, Penn State Univ-Main
Julia Lee	Administrative Assistant I	Academic Advisement	BA, Korea; MA, New York University
Gregory J Lehenbauer	Professor	Physical Sciences	BS, Valparaiso University; MS, University Of Kansas
Steven Alfred Levine	Assistant Professor	Accounting and Business Admin	BE, CUNY City College of NY; MBA, CUNY Baruch College
Catherine Lewis	Instructor	Student Personnel Services	AA, SUNY Nassau Community College; BA, CUNY Queens College NY
Stefanie Lewis	Associate Professor	Communications	BA, Hofstra University; MA, New York University
Ronald Lieber	Assistant Professor	English	MFA, Columbia University; BS, College William and Mary
Chia-Ling Lin	Professor	Math/Computer Science/Info Tec	State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2007; MA, Teachers College Columbia University; MS, Teachers College Columbia

Name	Position	Department	Degrees and Honors
			Univ; PHD, Teachers College Columbia Univ; BA, Rutgers University
Dorotea A Litvak	Professor	English	MA, New York University; BA, Mexico; PHD, New York University
Zhanshu Liu	Professor	English	PHD, Univ Oregon; MA, CUNY Coll Staten Island
Salvatore Locascio	Technical Assistant I	Music	AAS, SUNY Nassau Cmty College; BA, SUNY Empire State College
Noreen Lowey	Professor	Administrative Business Tech	AAS, SUNY Nassau Cmty College; MS, New York Inst Tech; BS, LIU CW Post
Lois T Lucca	Professor	Allied Health Sciences	AS, SUNY Nassau Cmty College; MS, St Johns Univ Jamaica; BS, LIU CW Post
Pat C Lupino	Professor	Marketing & Retailing	MBA, LIU CW Post; BS, LIU CW Post
Al W Maddaluno	Associate Professor	Health/Physical Ed/Recreation	BS, CUNY Queens College NY; AA, SUNY Nassau Cmty College; MS, CUNY Queens College NY
Jeanette Madsen	Technologist III	Administrative Business Tech	AAS, SUNY Nassau Cmty College; BPS, SUNY Inst Tech Utica/Rome
Robert A Madura	Technical Assistant II	Hospitality Business	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Izolda Maksym	Professor	Art	MFA, Parsons School Design; AA, SUNY Nassau Cmty College; BFA, New York Inst Tech
Daniel A Maldonado	Administrative Assistant III	Admissions	AA, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury
Jack K Mandel	Professor	Marketing & Retailing	BBA, CUNY Baruch College; MBA, CUNY Baruch College
Maria A Mann	Professor	Foreign Languages	MPHI, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr
James G Mantegna	Instructor	Library	MA, CUNY Queens College NY; MS, CUNY Queens College NY; BA, CUNY Queens College NY
Abraham Mantell	Professor	Math/Computer Science/Info Tec	BS, Rensselaer Poly Institute; AS, SUNY Nassau Cmty College; MS, SUNY Coll Stony Brook
Shani Mantenso	Associate Professor	Africana Studies	MA, North Car Central University; PHD, New York University; BA, Lincoln Univ



Name	Position	Department	Degrees and Honors
			Commonwealth Pa; MA, Univ Wisc Madison
Christine Marchese	Sabbatical	Accounting and Business Admin	BBA, Hofstra University; MBA, Adelphi University; PHD, LIU CW Post
Harry Marenstein	Associate Professor	Music	MA, Cleveland Institute Music; BA, SUNY Coll Geneseo
Fernanda D. Marmo-McAuley	Lecturer II	Language Immersion at NCC	MA, LIU CW Post; BA, Brazil
Jessica Marra	Associate Professor	Health/Physical Ed/Recreation	MA, Adelphi University; BS, Adelphi University
Diane C Martin	Professor	Psychology	State University Chancellor's Award, Excellence in Teaching 2000; MS, CUNY Queens College NY
Jay Martin	Professor	Math/Computer Science/Info Tec	MS, Polytechnic Univ Brooklyn; BS, Polytechnic Univ Brooklyn
JUDITH Y MARTIN	Technical Assistant I	Allied Health Sciences	AAS, SUNY Nassau Cmty College
Salvatore J Masi	Associate Professor	Allied Health Sciences	BS, SUNY Binghamton; DC, Univ Bridgeport
Sharon Masrour	Professor	Reading/BEP	MS, Hofstra University; BA, Dowling College; AA, SUNY Suffolk Co CC Brentwood
Sharon Masrour	Professor	Critical Reading & Academic Adv	MS, Hofstra University; BA, Dowling College; AA, SUNY Suffolk Co CC Brentwood
Michael F Mastellone	Professor	Mortuary Science	BA, Dowling College; MPA, LIU CW Post; AAS, SUNY Farmingdale
Johanna Mastrototaro	Associate Professor	English	MA, CUNY Queens College NY; BA, Adelphi University
Susan A Maurer	Associate Professor	His/PolSci/Geo/LatinAm Studies	BS, SUNY Empire State College; DA, St Johns Univ Jamaica; State University Chancellor's Award, Excellence in Teaching 2016; MA, St Johns Univ Jamaica
Janis T Mazza	Assistant Professor	Math/Computer Science/Info Tec	MS, LIU CW Post; BS, LIU CW Post; PHD, Capella University
Cheryl A McBride	Associate Professor	Art	State University Chancellor's Award, Excellence in Teaching 2014; MA, New York Inst Tech; BS, SUNY Coll New Paltz
Barbara A McFadden	Professor	Nursing	MA, New York University; BS, Molloy College
Marcia McNair	Associate Professor	English	BA, Dartmouth College; MA, New York University

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Maryellen K McNamara	Professor	Marketing & Retailing	AS, SUNY Nassau Cmty College; BS, Fairfield University; MBA, Adelphi University
Stephanie Mejia	Administrative Assistant I	Educational Opportunity Program	MS, CUNY Queens College NY; BA, SUNY Coll Stony Brook
Alfredo Mellace	Associate Professor	Chemistry	State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2014; MS, Seton Hall University; PHD, Seton Hall University; BS, Pace Univ New York City
John J Melo	Technical Assistant I	Information Technology	AAS, SUNY Nassau Cmty College
Debra Mendelson	Associate Professor	Nursing	BS, Adelphi University; MS, Molloy College; State University Chancellor's Award, Excellence in Teaching 2017
Christopher R Merlo	Professor	Math/Computer Science/Info Tec	BA, Molloy College; MS, Univ Vermont
Christopher Miley	Instructor	Music	MM, New York University; BA, Ithaca College
Diana Marie Milillo-Portugal	Associate Professor	Psychology	BA, SUNY Coll Stony Brook; MA, Univ Connecticut; PHD, Univ Connecticut; State University Chancellor's Award, Excellence in Teaching 2018
Jean Miller	Professor	Critical Reading & Academic Adv	State University Chancellor's Award, Excellence in Teaching 2000; BS, SUNY Coll Oneonta; MS, SUNY Coll Oneonta; State University Chancellor's Award, Excellence in Professional Service 2001
Jean Miller	Professor	Reading/BEP	State University Chancellor's Award, Excellence in Teaching 2000; BS, SUNY Coll Oneonta; MS, SUNY Coll Oneonta; State University Chancellor's Award, Excellence in Professional Service 2001
Susan F Mitchell	Technical Assistant IV	Intramurals	MA, Adelphi University
William Moeck	Professor	English	BA, St Johns College Md; MPHI, Cuny-Graduate/U Ctr; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2013; PHD, Cuny-Graduate/U Ctr
Carolyn A Monastra	Associate Professor	Art	BA, Fordham University; MFA, Yale University

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Marilyn Monroe	Assoc Director Admissions	Admissions	State University Chancellor's Award, Excellence in Professional Service 2000; MED, Boston University; BA, Boston University
Anissa D Moore	Professor	Communications	BA, CUNY Hunter College; MA, CUNY Hunter College
Richard P Moscatelli	Professor	Math/Computer Science/Info Tec	MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook
Adrienne M Motel	Assistant Professor	Legal Studies	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY
Michael Leonard Mullen	Instructor	Theatre & Dance	MFA, Columbia Univ Columbia College; MFA, Columbia U Sch General Studies; BA, Calif St U Northridge Mesa
Christopher S Muller	Instructor	Student Personnel Services	BA, SUNY Coll Buffalo; MED, SUNY Coll Buffalo; BS, SUNY Coll Buffalo
Brian Thomas Murphy	Assistant Professor	English	MA, Fordham University; BA, Univ Mass Amherst; AS, Massasoit Cmty College
Patti Anne Murphy	Professor	Nursing	MS, Adelphi University; PHD, Adelphi University; BS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 2008
William T Myers	Assistant Professor	Criminal Justice	AA, SUNY Nassau Cmty College; JD, Touro College; MPS, LIU CW Post; BA, LIU CW Post
Nikoleta Naparstek	Technologist I	Allied Health Sciences	BS, SUNY Empire State College
Liza Narvas	Administrative Assistant III	Financial Aid Office	MS, LIU CW Post; BA, Boston University
Dean Nataro	Assistant Professor	Math/Computer Science/Info Tec	MS, Adelphi University; BS, Union College NY
Nedra Neal	Associate Professor	Music	MM, Univ Michigan Ann Arbor
Kerry Nelson	Administrative Assistant I	Educational Opportunity Program	MA, New York University; BA, Albany State University
Susan J Newlin-Wagner	Associate Professor	Critical Reading & Academic Adv	MA, Adelphi University; BA, Adelphi University
Susan J Newlin-Wagner	Associate Professor	Reading/BEP	MA, Adelphi University; BA, Adelphi University
Richard J Newman	Professor	English	BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook
Bridget Kerry Nicholas	Assistant Professor	Nursing	MS, Adelphi University; BS, St Marys College In

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Michael Niemczyk	Assistant Professor	English	PHD, Cuny-Graduate/U Ctr; BA, Georgetown University; MA, St Johns Univ Jamaica
Richard C Niemeier	Technologist II	Engineering/Physics/Tech	BS, New York Inst Tech; MBA, Post University
Adrienne Nocella	Instructor	Physical Sciences	MS, LIU CW Post; BA, CUNY John Jay Coll Crmnl Justc
Shawn Novatt	TV/Radio Production Director	Media	BA, Hofstra University
Cheryl Novins	Professor	Critical Reading & Academic Adv	MS, Dowling College; BA, Dowling College; PHD, Dowling College
Cheryl Novins	Professor	Reading/BEP	MS, Dowling College; BA, Dowling College; PHD, Dowling College
David H Nugent	Associate Professor	Accounting and Business Admin	MBA, Adelphi University; BBA, Adelphi University
Thomas J O'Beirne	Administrative Assistant III	Admissions	BA, Siena College; MA, SUNY Coll Stony Brook
David Paul O'Brien	Instructor	Physical Sciences	MS, Georgia State University; BS, Georgia Inst Technology; PHD, Georgia State University
Laura A O'Connell	Sabbatical	Communications	AA, SUNY Nassau Cmty College; BS, New York University; State University Chancellor's Award, Excellence in Teaching 2018-19; MA, New York University
Deirdre O'Connor	Associate Professor	Communications	MA, New York Inst Tech; BS, James Madison University
Steve Ochani	Technologist III	Math/Computer Science/Info Tec	AAS, SUNY Nassau Cmty College; BS, Univ Phoenix; AS, SUNY Nassau Cmty College
Heidi M O'Connell	Associate Professor	Marketing & Retailing	AAS, SUNY Nassau Cmty College; MS, St Johns Univ Jamaica; BS, LIU CW Post
Angela Oglesby-Reyes	Associate Professor	Math/Computer Science/Info Tec	MS, Fordham University; MA, Westrn Governors University; BS, SUNY Coll Old Westbury
Stephen B Ogumah	Associate Professor	Communications	MPHI, Cuny-Graduate/U Ctr; MFA, CUNY Brooklyn College; MA, Cuny-Graduate/U Ctr; BA, Nigeria
William Okeefe	Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; MS, Mercy College Dobbs Ferry; BS, Mercy College Dobbs Ferry; State University Chancellor's Award, Excellence in Teaching 2007

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Kwame Okoampa-Ahoofe	Associate Professor	English	PHD, Temple University; BA, CUNY City College of NY; MA, Temple University
Caroline Olko	Associate Professor	Psychology	BA, New York University; State University Chancellor's Award, Excellence in Teaching 2011; PHD, Cuny-Graduate/U Ctr; MA, St Johns Univ Jamaica
Lilia E Orlova Jones	Professor	Math/Computer Science/Info Tec	MA, Russia-Moscow State; BS, Russia-Moscow State; PHD, Russia-Moscow State
Anna Orologio	Assistant Professor	Student Personnel Services	MS, Adelphi University; BA, LIU CW Post
Gary J Ostertag	Sabbatical	Philosophy	MA, SUNY Binghamton; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2007; PHD, Cuny-Graduate/U Ctr; BA, SUNY Coll Oneonta
Uzo Osuno	Instructor	Math/Computer Science/Info Tec	MS, United Kingdom; BS, Nigeria
David Arnold Overton	Instructor	Theatre & Dance	MA, Univ North Carolina Greensboro; PHD, Univ Colorado Boulder; BA, Univ North Carolina Greensboro
Dara Palmer	Clinical Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College
Sara Panarelli	Administrative Assistant I	Academic Advisement	MS, Mercy College Dobbs Ferry; BA, Albany State University
Allison O Parlante	Technical Assistant I	Marketing & Retailing	AAS, SUNY Nassau Cmty College; BFA, SUNY Fashion Inst Tech; MS, LIU CW Post
Ryan V Patane	Instructor	Music	MA, LIU CW Post; BM, LIU CW Post
Rodney Patterson	Sabbatical	English	PHD, Temple University; MA, Temple University
David E Pecan	Associate Professor	English	MA, LIU CW Post; BA, Bennington College
Mary A Peck	Professor	Student Personnel Services	BA, SUNY Coll Buffalo; MED, SUNY Univ At Buffalo
James F Peluso	Assistant Professor	Math/Computer Science/Info Tec	BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Myrna F Pereira	Assoc Director Admissions	Admissions	MED, Lesley University; BA, Brandeis University; MSW, Adelphi University
Daniel John Perrotto	Technical Assistant I	Allied Health Sciences	MS, Adelphi University; BS, Adelphi University
John A Perrotto	Professor	Biology	MS, Adelphi University; AS, SUNY Nassau Cmty College;

Name	Position	Department	Degrees and Honors
			State University Chancellor's Award, Excellence in Teaching 1996; BS, SUNY University at Albany; DC, New York Chiropractic College
Joseph J Pescatore	Professor	Marketing & Retailing	BFA, Parsons School Design; MA, New York University
Darren R Petronella	Professor	Student Personnel Services	BA, SUNY Binghamton; MS, Hofstra University; State University Chancellor's Award, Excellence in Professional Service 2009
Kiera Pfaff	Technical Assistant I	Theatre & Dance	BA, Community Coll Of Vermont; MBA, Univ Connecticut
Molly Phelps Ludmar	Professor	Student Personnel Services	BA, Randolph-Macon College; State University Chancellor's Award, Excellence in Professional Service 2014; MS, East Carolina University
Joseph Anthony Pilaro	Assistant Professor	English	BA, Univ Vermont; MA, Univ Maryland College Park
Adam G Pilipshen	Technologist II	Distance Education	MED, Penn State Univ-Main; BA, Cuny-Graduate/U Ctr
Paul D Pilipshen	Technologist III	Information Technology	AS, SUNY Nassau Cmty College; BS, SUNY Farmingdale
Jason M Pistorino	Technologist II	Information Technology	MA, LIU CW Post; BFA, LIU CW Post
Joseph William Polchinski	Lecturer	Language Immersion at NCC	MA, Providence College; BA, Providence College
Guy Pollio	Assistant Professor	English	MA, Univ Calif Irvine; PHD, Univ Calif Irvine; BA, Michigan State University
Matthew Posillico	Instructor	Writing Center (Eng)	BS, Cornell University; MA, Duke University
Lori E Postner	Professor	Math/Computer Science/Info Tec	MS, Clemson University; BA, Coll Holy Cross; PHD, Univ Washington Seattle
Christopher J Poulos	Assistant Professor	His/PolSci/Geo/LatinAm Studies	MA, Harvard Undergrad Adm
Mahmood Pournazari	Associate Professor	Math/Computer Science/Info Tec	MS, Adelphi University; BA, CUNY Queens College NY
Kumkum Prabhakar	Professor	Biology	MS, India; PHD, India; State University Chancellor's Award, Excellence in Teaching 2002; BS, India; State University Chancellor's Award, Excellence in Faculty Services 2010
Robert G Price	Instructor	Criminal Justice	BA, New York Inst Tech; MS, Post University; AAS, SUNY

Name	Position	Department	Degrees and Honors
			Suffolk Co CC Selden; AAS, SUNY Farmingdale
Barby Punzone	Lecturer II	Language Immersion at NCC	BS, SUNY Coll Oneonta; MS, Coll New Rochelle
Francesco Pupa	Associate Professor	Philosophy	MPhi, Cuny-Graduate/U Ctr; BA, SUNY Coll Stony Brook; PHD, Cuny-Graduate/U Ctr
Kristin L Quinn	Associate Professor	Critical Reading & Academic Adv	MS, Dowling College; BA, Univ of Pennsylvania
Kristin L Quinn	Associate Professor	Reading/BEP	MS, Dowling College; BA, Univ of Pennsylvania
Dorothy Rabbene	Technologist III	Administrative Business Tech	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College
Patricia M Radecki	Professor	English	BA, Wayne State University; MA, Wayne State University; DA, Univ Michigan Ann Arbor
Seeta Ramprasad	Assistant Professor	Student Personnel Services	BA, St Johns Univ Jamaica; MSW, Yeshiva University New York
Jamel Ramsay	Instructor	Health/Physical Ed/Recreation	MS, Lock Haven Univ Pa; BFA, LIU CW Post
Wayne T Ramsey	Professor	Physical Sciences	State University Chancellor's Award, Excellence in Teaching 1997; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook
Christina M Rau	Associate Professor	English	MFA, LIU CW Post; BS, SUNY Coll Oneonta; MA, Hofstra University
Tom Re	Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Adelphi University
Maureen C Reeves	Associate Professor	Nursing	MSN, Univ Phoenix; AS, SUNY Farmingdale; BS, Molloy College
David S Reinah	Technologist III	Information Technology	BA, New York Inst Tech
Kimberley Reiser	Professor	Biology	BA, Drew University; MS, New York University; PHD, New York University
Taryn Rella	Instructor	Accounting and Business Admin	AS, SUNY Westchester Cmty College; MS, SUNY Coll Old Westbury; BS, Lehman College
Deborah Renwick	Technical Assistant IV	Biology	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury; MPA, LIU CW Post
Daniel J Resch	Assistant Professor	Chemistry	PHD, SUNY Coll Stony Brook

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Michael J Riedinger	Associate Professor	Math/Computer Science/Info Tec	BS, Randolph-Macon College; MED, Hofstra University; MBA, Columbia Univ Columbia College
Patricia Rivas	Administrative Assistant III	Academic Advisement	AAS, SUNY Nassau Cmty College; BS, New York Inst Tech
Gustavo Rivera	Asst Director Financial Aid	Financial Aid Office	MS, Fordham University; BS, Touro College
Lisa H Roddini	Technical Assistant III	Student Personnel Services	AA, SUNY Nassau Cmty College; BA, LIU CW Post
Christopher T Roethel	Associate Professor	Math/Computer Science/Info Tec	AS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 2018-19; MED, CUNY Queens College NY; BS, SUNY Coll Old Westbury
Rachel O Rojas	Professor	Math/Computer Science/Info Tec	State University Chancellor's Award, Excellence in Teaching 2013; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook
Joanne Rondell	Assistant Professor	English	MA, CUNY Hunter College; BA, CUNY Brooklyn College
Paul Rosa	Professor	English	PHD, SUNY Coll Stony Brook; BA, Hobart/William Smith College; MA, Univ Virginia; State University Chancellor's Award, Excellence in Teaching 2008
Michael Richard Rose	Assistant Professor	Math/Computer Science/Info Tec	MS, Polytechnic Univ; BA, Dowling College
Stephen R Rose	Professor	Marketing & Retailing	MA, LIU CW Post; MBA, Adelphi University; BA, Adelphi University
David Rosenthal	Technical Assistant II	Marketing & Retailing	
Lynn R Rozzi	Technical Assistant IV	Art	MFA, LIU CW Post; BFA, Emerson College
Gina V Sales	Instructor	Student Personnel Services	BA, Adelphi University; MED, Suffolk University
Elisa K Salvi	Associate Professor	Legal Studies	BA, New York University; JD, Hofstra University
Steven B Samuels	Associate Professor	Communications	BA, University Of Akron; MA, University Of Akron
Alexander Sanchioli	Technologist III	Physical Sciences	BA, SUNY Coll Potsdam
Virginia T Sanchioli	Technologist III	Chemistry	AS, SUNY Nassau Cmty College; BA, East Carolina University



<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Thomas J Sands	Professor	Marketing & Retailing	BBA, St Johns Univ Jamaica; MBA, New York Inst Tech
Karen Santini	Associate Professor	Allied Health Sciences	BS, Regents Clg
Ricardo J Santos	Sabbatical	English	MA, SUNY Binghamton; AA, SUNY Nassau Cmty College; BA, SUNY Binghamton; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2016; PHD, SUNY Binghamton; State University Chancellor's Award, Excellence in Teaching 2004
Stephanie A Sapiie	Associate Professor	His/PolSci/Geo/LatinAm Studies	MPHI, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr; BA, Marymount College Fordham Univ
Kenneth J Satchwill	Assistant Professor	Allied Health Sciences	MS, Columbia U Sch General Studies
Neela Saxena	Professor	English	BA, India; MA, India; PHD, India
Nicole M Schiffmacher	Instructor	Allied Health Sciences	BS, Ithaca College; MS, Ithaca College; DPT, SUNY Coll Stony Brook
Paul A Schmidt	Associate Professor	Criminal Justice	BS, SUNY Empire State College; AS, SUNY Nassau Cmty College; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Faculty Service 2015
Andrew J Schopp	Professor	English	BA, Univ Calif Los Angeles; PHD, Univ Rochester; MA, Univ Rochester
Karin M Schroeder	Technical Assistant II	Mortuary Science	AAS, SUNY Nassau Cmty College
Chris T Schwertman	Professor	English	MA, Indiana Univ Bloomington; BA, Mount Holyoke College
Christopher A Scimone	Administrative Assistant II	Financial Aid Office	BA, Hofstra University
Jane C Segadelli	Professor	Student Personnel Services	BA, Oberlin College; PHD, St Johns Univ Jamaica; State University Chancellor's Award, Excellence in Professional Service 2012
John A Segreti	Technologist III	Information Technology	AAS, SUNY Nassau Cmty College; BPS, SUNY Empire State College
Joann D Seibert	Associate Professor	Math/Computer Science/Info Tec	BBA, Hofstra University; MS, Hofstra University; MBA, Adelphi University
Nina Shah-Giannaris	Associate Professor	Engineering/Physics/Tech	BS, Polytechnic Univ Brooklyn; MBA, Hofstra University

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Paul J Sheehan	Associate Professor	Music	MPHI, Columbia Univ Columbia College; BA, CUNY Queens College NY; PHD, Columbia Univ Columbia College; MA, Univ Michigan Ann Arbor
David Sher	Professor	Math/Computer Science/Info Tec	PHD, Univ Rochester; MS, Univ Rochester; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2009; BS, Yale University
Phylis D Sherman	Professor	Legal Studies	State University Chancellor's Award, Excellence in Teaching 2012; BS, New York Inst Tech; JD, Hofstra University
William H Shillalies	Assistant Professor	Art	MA, Adelphi University; MFA, CUNY Hunter College
Laura Sidorowicz	Professor	Psychology	State University Chancellor's Award, Excellence in Teaching 2000; BA, CUNY Hunter College; MPHI, Cuny-Graduate/ U Ctr; PHD, Cuny-Graduate/U Ctr
Dawn D Signorelli	Clinical Instructor	Allied Health Sciences	AS, SUNY Nassau Cmty College
Richard J Silvestri	Assistant Professor	Math/Computer Science/Info Tec	MS, Adelphi University; PHD, Adelphi University
Faren R Siminoff	Sabbatical	His/PolSci/Geo/LatinAm Studies	MA, New York University; JD, Syracuse University; PHD, New York University; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2010; BA, Syracuse University
Nicole A Simon	Associate Professor	Engineering/Physics/Tech	MED, Hofstra University; PHD, Northcentral University; AS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2016; BA, Univ Delaware
Gina Siple	Assistant Professor	Reading/BEP	BA, SUNY Binghamton; MA, Syracuse University; MED, Univ Oregon
Gina Siple	Assistant Professor	Critical Reading & Academic Adv	BA, SUNY Binghamton; MA, Syracuse University; MED, Univ Oregon
Jill F Sitterley	Administrative Assistant IV	Academic Advisement	MS, LIU CW Post; BS, Southampton - LIU
Ronald Skurnick	Professor	Math/Computer Science/Info Tec	MED, CUNY City College of NY; MPHI, Cuny-Graduate/

Name	Position	Department	Degrees and Honors
			U Ctr; State University Chancellor's Award, Excellence in Teaching 2007; PHD, Cuny-Graduate/U Ctr; BA, Columbia Univ Columbia College
John J Slattery	Technical Assistant I	Allied Health Sciences	AA, SUNY Nassau Cmty College; AAS, SUNY Farmingdale
Beth Smith	Associate Professor	English	MFA, New School Univ; BA, Wesleyan University
Dawn A Smith	Technical Assistant III	Student Personnel Services	BS, St Johns Univ Jamaica
Laura E Smith	Assistant Professor	Student Personnel Services	BS, Univ Scranton; MED, Fordham University
Sandra J Smolin	Professor	Biology	MA, CUNY Queens College NY; BA, CUNY Queens College NY
Mary Ann Snow	Associate Professor	Nursing	AS, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn; MS, Molloy College
Susan F Sobolewski	Professor	Music	DMA, Univ Rochester; BM, Oberlin College; MM, Ithaca College
Elaine C Soffer	Lecturer II	Language Immersion at NCC	MS, CUNY Queens College NY; MPA, Columbia Univ Columbia College; BA, Princeton University
John Spano	Professor	Biology	AS, SUNY Nassau Cmty College; BA, Regents Clg; MS, LIU CW Post; DC, New York Chiropractic College; MPH, Univ Mass Amherst; BS, LIU CW Post; JD, St Johns Univ Jamaica
Deana M Spelman	Professor	Math/Computer Science/Info Tec	MBA, New York Inst Tech; AS, SUNY Nassau Cmty College; BS, New York Inst Tech; State University Chancellor's Award, Excellence in Teaching 2015
Norman A Spencer	Associate Professor	English	MA, Univ San Francisco; BA, Univ South; PHD, Suny-Stonybrook Hlth S
Gregory J Spengler	Professor	Math/Computer Science/Info Tec	BS, St Johns Univ Jamaica; MA, St Johns Univ Jamaica
Judith Ellen Steinhart	Instructor	Health/Physical Ed/Recreation	MA, SUNY Coll Stony Brook; BA, SUNY University at Albany
David A Stern	Professor	Physical Sciences	State University Chancellor's Award, Excellence in Teaching 2012; BS, SUNY Coll Envrnmntl Sci Frstry; PHD, Cuny-Graduate/U Ctr; MS, Rutgers University

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Joyce Stern	Professor	Critical Reading & Academic Adv	MA, CUNY Hunter College; BA, CUNY Queens College NY
Joyce Stern	Professor	Reading/BEP	MA, CUNY Hunter College; BA, CUNY Queens College NY
Jill Strahl	Professor	Communications	MA, New York University; BA, SUNY Coll Oneonta
Dennis M Stramiello	Associate Professor	Math/Computer Science/Info Tec	MS, Adelphi University; BS, SUNY Coll Stony Brook
Timothy F Strode	Associate Professor	English	PHD, Rutgers University; BS, Cornell University; BA, Univ Louisville; MA, Rutgers University
Judy Suh	Professor	Student Personnel Services	MSW, New York University; BA, Edinboro University Of Pa; MS, Gannon University
Laura M Sullivan	Technologist III	English	MS, New York Inst Tech; AA, SUNY Nassau Cmty College; BS, Hofstra University
Mario Susko	Professor	English	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2003; MA, SUNY Coll Stony Brook
Kelly Anne Tamburello	Instructor	Administrative Business Tech	AAS, Molloy College; BS, SUNY Coll Stony Brook
Elias Tarquino	Technologist III	Audio-Visual	BEE, Colombia (S America)
Rosemarie Tavitian	Technologist III	Chemistry	AS, SUNY Nassau Cmty College; BA, LIU CW Post
Jacquelynn A Taylor	Instructor	Allied Health Sciences	AS, SUNY Nassau Cmty College; BS, Columbia Southern University
Peiran Teng	Associate Professor 12 Month	Theatre & Dance	MFA, Carnegie Mellon University
Marguerite Teubner	Associate Professor	Accounting and Business Admin	BA, SUNY Coll Stony Brook; MBA, Adelphi University
JoAnne Thacker	Associate Professor	Math/Computer Science/Info Tec	BA, Hofstra University; MS, Hofstra University
Andrew E Thelian	Technologist III	Biology	MS, Adelphi University; AS, SUNY Nassau Cmty College; BS, Adelphi University; State University Chancellor's Award, Excellence in Faculty Service 2018
Kathleen H Thelian	Instructor	Nursing	MS, Adelphi University; BSN, LIU CW Post
Greg Theodore	Technologist III	Information Technology	BS, CUNY York College NY
Jainy John Thomas	Lecturer II	Language Immersion at NCC	MED, Fordham University; BA, CUNY Brooklyn College

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Caitlin B Thurber	Technical Assistant III	Biology	MA, CUNY Hunter College; BS, Adelphi University
Angela D Tigner	Associate Professor	Psychology	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2000; BA, Spelman College; MA, SUNY Coll Stony Brook
Lisa A Tine	Associate Professor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; AA, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn; MBA, St Josephs Coll Brooklyn
Robert J Toedter	Professor	Art	BFA, Rhode Island School Design; MFA, Mass College Art
Margaret T Toomey	Professor	Health/Physical Ed/Recreation	BS, CUNY Queens College NY; MS, CUNY Queens College NY
Huda Touma	Associate Professor	Biology	BS, LIU - Brooklyn; MS, LIU - Brooklyn
Suzanne Trabucco	Professor	Math/Computer Science/Info Tec	MS, Adelphi University; AS, SUNY Nassau Cmty College; BE, Manhattan College
Silvina N Trica-Flores	Associate Professor	Foreign Languages	PHD, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; JD, Argentina-Bns Aires
Christine Tuailon	Professor	Biology	MA, CUNY Hunter College; AS, Excelsior College; BS, Excelsior College; MA, University of Paris
Cara Tuzzolino-Werben	Lecturer II	Language Immersion at NCC	MA, Columbia Univ Columbia College; BA, New York University; MED, Columbia Univ Columbia College
Timothy Tweedy	Professor	Engineering/Physics/Tech	MS, Polytechnic Univ Brooklyn; BCE, Catholic Univ America
Deborah Tyler	Professor	Math/Computer Science/Info Tec	State University Chancellor's Award, Excellence in Teaching 2013; MS, Vanderbilt University; BS, SUNY Coll Cortland
Rona Ungar	Associate Professor 12 Month	Student Personnel Services	MSW, New York University; BA, Univ Connecticut; State University Chancellor's Award, Excellence in Professional Service 2007
Catherine M Vanek	Technical Assistant IV	Grant In Process	MS, LIU CW Post; BS, St Johns Univ Jamaica
Theresa A Vecchiarelli	Professor	Math/Computer Science/Info Tec	BA, Hofstra University; MS, Hofstra University; State University Chancellor's Award, Excellence in Teaching 2004

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Pramila Venkateswaran	Professor	English	PHD, George Washington University; State University Chancellor's Award, Excellence in Teaching 2005; BA, India; MPHI, George Washington University; MA, India
Joel E Vessels	Associate Professor	His/PolSci/Geo/LatinAm Studies	MA, Indiana State Univ; PHD, SUNY Coll Stony Brook; BA, Indiana Univ Bloomington
Christine Viscome	Clinical Instructor	Allied Health Sciences	AAS, SUNY Nassau Cmty College; BS, Florida Hospital Coll Hlth Sci
Frances S Viscovich	Professor	Physical Sciences	MS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 2009; BS, SUNY Coll Oneonta
Noreen E Wade	Assistant to the Dean	Testing Program	MS, SUNY Coll Buffalo; BS, St Johns Univ Jamaica; State University Chancellor's Award, Excellence in Professional Service 2007
Scott Walden	Associate Professor	Philosophy	MA, Dalhousie University; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2016; PHD, Cuny-Graduate/U Ctr; BA, Univ Western Ontario
Qi Wang	Instructor	Chemistry	PHD, Univ North Texas
Andrea S Warmbrand	Administrative Assistant II	Financial Aid Office	MED, SUNY Univ At Buffalo; BA, SUNY Univ At Buffalo
Nathan Joseph Wasserbauer	Assistant Professor	Art	BFA, Cleveland Institute Art; MFA, Univ of Pennsylvania
Demetrius Watkins	Instructor	Student Personnel Services	MA, Columbia Univ Columbia College; BS, Troy State University Troy
Trent Webb	Professor	Communications	MA, Texas State Univ San Marcos; BA, Texas State Univ San Marcos
Ethel Weeks	Professor	Economics and Finance	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2003; MA, SUNY Coll Stony Brook
Catherine Weinstein	Professor	Biology	PHD, Cornell University; BS, SUNY Coll Stony Brook
Kimberly Wells-Bernard	Instructor	Psychology	MS, Hofstra University; PHD, Hofstra University; BA, Adelphi University
Michael D Wetherell	Technical Assistant III	Biology	BS, Eastern Connecticut St Univ
Joylette E Williams	Professor	English	MED, Boston University; MED, Teachers College Columbia

Name	Position	Department	Degrees and Honors
			Univ; MA, Howard University; PHD, Cuny-Graduate/U Ctr; BA, Johnson C Smith University
Theresa Williams	Administrative Assistant IV	Admissions	BS, SUNY Empire State College; MPA, Metropolitan Coll New York; AA, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Professional Service 2012
Vondora E. Wilson-Corzen	Assistant Professor	Sociology	BA, Skidmore College; MA, SUNY Coll Stony Brook
Gerald J Wingster	Associate Professor	Mortuary Science	MBA, St Josephs Coll Patchogue; AOS, American Acad Mcallstr Funeral; MS, St Josephs Coll Patchogue; BS, St Josephs Coll Patchogue; State University Chancellor's Award, Excellence in Teaching 2002
Birgit S Woelker	Associate Professor	Biology	State University Chancellor's Award, Excellence in Teaching 2018; MA, Germany; BA, Germany; PHD, Germany
Daniel Adam Wolman	Assistant Professor	Economics and Finance	BA, Tufts University; MA, SUNY Coll Stony Brook
Jeremy K Wong	Technical Assistant I	Student Personnel Services	BS, New York Inst Tech
Leslie Wong Loock	Instructor	Library	MLS, CUNY Queens College NY; BA, Fairfield University; JD, Hofstra University
Elizabeth A Wood	Professor	Sociology	State University Chancellor's Award, Excellence in Teaching 2009; PHD, Brandeis University; BA, Bradford College
Timothy C Wood	Professor	English	PHD, Univ Calif Berkeley; MFA, Univ Iowa; BA, Columbia Univ Columbia College
Mary L Woodruff	Lecturer II	Language Immersion at NCC	BA, SUNY Binghamton; MA, New York University
John D Woods	Associate Professor	English	PHD, Univ Georgia Athens; MA, Johns Hopkins Univ; BA, Georgetown University
Arthur L Wynder	Administrative Assistant III	Physical Education Complex	BS, Fairfield University
Yih-Jin Young	Professor	Sociology	BA, Republic Of China; MA, Univ Washington Seattle; State University Chancellor's Award, Excellence in Teaching 2011; PHD, Univ Washington Seattle

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Degrees and Honors</b>
Jolie Zangari	Instructor	Criminal Justice	JD, Touro College; BA, Univ Mass Amherst; MA, St Johns Univ Jamaica
Ricardo Zarco Jr	Assistant Professor	Allied Health Sciences	MD, Philippines-Unv East; BS, SUNY Coll Stony Brook
William Zatulskis	Professor	Student Personnel Services	MED, Springfield College Ma; State University Chancellor's Award, Excellence in Professional Service 2012; BA, LIU CW Post
Christopher R Zebuda	Technologist III	Engineering/Physics/Tech	AS, SUNY Nassau Cmty College; BT, American Intercontinental Univ
Michael J Zito	Instructor	Physical Sciences	AS, SUNY Nassau Cmty College; MA, Adelphi University; BS, Adelphi University
Marc Zucker	Assistant Professor	Math/Computer Science/Info Tec	BA, CUNY Queens College NY; PHD, Cuny-Graduate/U Ctr



**Current as of May 2020**

<b>Name</b>	<b>Title</b>	<b>Department</b>
Merik R Aaron	Adjunct Professor	Health/Physical Ed/Recreation
Sharon Aboulafia Oken	Adjunct Assistant Professor	Nursing
Les Abrams	Adjunct Assistant Professor	Sociology
Esther Acevedo	Adjunct Instructor	Foreign Languages
Nina M Acquavita	Adjunct Assistant Professor	Communications
Salvatore F Acquista	Adjunct Professor	Economics and Finance
Chris Agee	Adjunct Assistant Professor	Sociology
Sophia Aidiniou	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Catherine Akel	Adjunct Professor	English
Leslie Akst	Adjunct Instructor	English
Naheda J Al-Hihi	Adjunct Instructor	Foreign Languages
Steven Alden	Adjunct Professor	Psychology
Pasquale Alessi	Adjunct Professor	Allied Health Sciences
Soosamma A Alexander	Adjunct Associate Professor	Nursing
Daphnee C Alexandre-Walthall	Adjunct Instructor	Nursing
Masoom Ali	Adjunct Professor	Engineering/Physics/Tech
Louis T Alleva	Adjunct Associate Professor	Accounting and Business Admin
Matthew S Alpert	Adjunct Assistant Professor	Allied Health Sciences
Vincent G Amato	Adjunct Professor	Psychology
Chris Ann Miriam Ambery	Adjunct Instructor	Art
Alfonse Anacrelico	Adjunct Professor	Math/Computer Science/Info Tec
Iverine Anderson	Adjunct Assistant Professor	Nursing
Lloyd Mason Angel	Adjunct Instructor	Allied Health Sciences
Kershel Anthony	Adjunct Instructor	Health/Physical Ed/Recreation
John Antinora	Adjunct Assistant Professor	Allied Health Sciences
Robert S Anzalone	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Michael B Anzel	Adjunct Professor	Chemistry
Michael J Anzelone	Adjunct Professor	English
Robert Arabian	Adjunct Instructor	Health/Physical Ed/Recreation
Gregory Arnold	Adjunct Instructor	Allied Health Sciences
Orville K Ashley	Adjunct Instructor	Engineering/Physics/Tech
Alexander Astor	Adjunct Professor	English
Heidi Sandra Atlas	Adjunct Instructor	Critical Reading & Academic Adv
John Christopher Attanas	Adjunct Associate Professor	English
Susan M Austin	Adjunct Professor	Psychology

<b>Name</b>	<b>Title</b>	<b>Department</b>
James W Averett	Adjunct Professor	Biology
Athena Axiomakaros	Adjunct Associate Professor	Art
Alfred W Bachner	Adjunct Professor	Engineering/Physics/Tech
Keith A. Baessler	Adjunct Professor	Chemistry
Mary Bagnasco	Adjunct Professor	Criminal Justice
Meredith Baker	Adjunct Professor	Music
Michael J Balas	Adjunct Professor	Allied Health Sciences
Evelina Balassanian	Adjunct Instructor	Theatre & Dance
James J Baldwin	Adjunct Professor	Math/Computer Science/Info Tec
Scott Banks	Adjunct Assistant Professor	Allied Health Sciences
George Barabas	Adjunct Professor	Critical Reading & Academic Adv
Nancy N Barker	Adjunct Professor	Sociology
Steven Baron	Adjunct Instructor	Psychology
John Barrera	Adjunct Associate Professor	Math/Computer Science/Info Tec
Frank Barrett	Adjunct Instructor	Psychology
Deirdre Barthel	Adjunct Professor	Critical Reading & Academic Adv
Anthony Bascone	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Richard Baslaw	Adjunct Professor	Math/Computer Science/Info Tec
Robert W Battle	Adjunct Professor	Marketing & Retailing
Susan C Bauer	Adjunct Professor	Administrative Business Tech
Kim Ann Baxter	Adjunct Assistant Professor	Philosophy
Maryanne Beach	Adjunct Professor	Critical Reading & Academic Adv
Elsie M Beaupierre	Adjunct Professor	Allied Health Sciences
Barbara Bebirian	Adjunct Professor	Allied Health Sciences
Harris Jeffrey Becker	Adjunct Associate Professor	Music
Gina M Bello	Adjunct Professor	Accounting and Business Admin
Jo-Ann M Bender	Adjunct Associate Professor	Allied Health Sciences
Theodore G Benitt	Adjunct Professor	Physical Sciences
Pevril Cornelia Benjamin	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Laura Benson	Adjunct Instructor	Nursing
Samuel Berck	Adjunct Assistant Professor	Engineering/Physics/Tech
Christine Berg	Adjunct Professor	Critical Reading & Academic Adv
Charles R Berger	Adjunct Assistant Professor	Engineering/Physics/Tech
Bruce Berns	Adjunct Associate Professor	Allied Health Sciences
Charlene I Berry	Adjunct Professor	Africana Studies
Sheri-Ann N Best	Adjunct Assistant Professor	Sociology
Reine D Bethany	Adjunct Assistant Professor	English

<b>Name</b>	<b>Title</b>	<b>Department</b>
Clyde D Bijlhout	Adjunct Assistant Professor	Nursing
Linda L Binello	Adjunct Professor	Economics and Finance
Joyce W Birdoff	Adjunct Professor	Legal Studies
Julie A Black	Adjunct Instructor	Communications
James Bloomfield	Adjunct Associate Professor	Criminal Justice
Catherine M Blotiau	Adjunct Associate Professor	Allied Health Sciences
Stefany Blyn	Adjunct Professor	Art
AnneMarie Bobko	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Joyce D Boffert	Adjunct Professor	Health/Physical Ed/Recreation
Marlene A Booth	Adjunct Professor	Math/Computer Science/Info Tec
Jane Kammerer Borovina	Adjunct Associate Professor	Biology
Betty M Borowsky	Adjunct Professor	Biology
Robert Borzone	Adjunct Professor	Biology
Patricia Bove	Adjunct Instructor	Hospitality Business
Thomas Bovino	Adjunct Instructor	Communications
John F Boyle	Adjunct Professor	Allied Health Sciences
Kevin P Bradley	Adjunct Professor	Health/Physical Ed/Recreation
Stephen G Breckner	Adjunct Professor	Math/Computer Science/Info Tec
Emily Brennan	Adjunct Instructor	Communications
Nancy G Brier	Adjunct Professor	Theatre & Dance
William A Brown	Adjunct Assistant Professor	Physical Sciences
Deborah Burgher	Adjunct Assistant Professor	Accounting and Business Admin
Elsa Burke	Adjunct Instructor	Nursing
Robyn L Burland	Adjunct Assistant Professor	Theatre & Dance
Dolore Bushati	Adjunct Associate Professor	Economics and Finance
David D Byer-Tyre	Adjunct Instructor	Art
Paul J Cadolino	Adjunct Professor	Allied Health Sciences
Claudia Cafarelli	Adjunct Associate Professor	Economics and Finance
Shelby Caffrey	Adjunct Instructor	Health/Physical Ed/Recreation
Darlene Caico	Adjunct Instructor	Allied Health Sciences
Victor S Caliman	Adjunct Associate Professor	Psychology
Barbara L Callanan	Adjunct Instructor	Hospitality Business
David L Calzone	Adjunct Instructor	Allied Health Sciences
Thomas J Cangelosi	Adjunct Instructor	Allied Health Sciences
Michael Canipe	Adjunct Instructor	Music
John J Capela	Adjunct Professor	Accounting and Business Admin
Barry Capella	Adjunct Professor	English

<b>Name</b>	<b>Title</b>	<b>Department</b>
Alfredo Cardenas	Adjunct Associate Professor	Art
Pamela S Cardwell	Adjunct Associate Professor	Art
Ileana M Carillo	Adjunct Professor	Administrative Business Tech
Judith A Carlson	Adjunct Professor	Math/Computer Science/Info Tec
Peter Michael Carney	Adjunct Assistant Professor	Sociology
Ronald S Carol	Adjunct Professor	Math/Computer Science/Info Tec
Emilce Carrasco	Adjunct Associate Professor	Psychology
Sandra N Carrion	Adjunct Professor	Art
Maureen A Carsten	Adjunct Professor	Allied Health Sciences
Robert G Carter	Adjunct Professor	Art
Linda M Casbon	Adjunct Associate Professor	Art
Thomas C Casey	Adjunct Professor	English
Anthony Catania	Adjunct Professor	Math/Computer Science/Info Tec
Ronald D Cavallaro	Adjunct Professor	Math/Computer Science/Info Tec
Joseph Celentano	Adjunct Instructor	Accounting and Business Admin
Hannah M Cerbone	Adjunct Professor	Health/Physical Ed/Recreation
Jennifer Chabra	Adjunct Associate Professor	Chemistry
Theudia Chambers	Adjunct Associate Professor	Nursing
Jennifer Champagne	Adjunct Instructor	Health/Physical Ed/Recreation
Lionel Chan	Adjunct Instructor	Foreign Languages
Julie A Chang	Adjunct Professor	Math/Computer Science/Info Tec
Gail Chapman	Adjunct Professor	English
Joseph Y Charles	Adjunct Professor	Foreign Languages
Richard A Chase	Adjunct Instructor	Legal Studies
Stuart J Chaskes	Adjunct Professor	Allied Health Sciences
Philip M Cheifetz	Adjunct Professor	Math/Computer Science/Info Tec
Jane Chiusano	Adjunct Associate Professor	Allied Health Sciences
Binta T Christopher	Adjunct Instructor	Administrative Business Tech
Domenick Sergio Ciaccio	Adjunct Assistant Professor	English
John T Cino	Adjunct Professor	Art
Francesca J Ciolino Volano	Adjunct Instructor	Critical Reading & Academic Adv
Victoria G Clarke	Adjunct Instructor	Marketing & Retailing
Wayne Clavin	Adjunct Professor	English
Paul C Clement	Adjunct Professor	Economics and Finance
Ryan C Closs	Adjunct Instructor	Music
Douglas S Cody	Adjunct Professor	Chemistry
Francis G Coffey	Adjunct Professor	Psychology

<b>Name</b>	<b>Title</b>	<b>Department</b>
Amy Cohen	Adjunct Associate Professor	Psychology
Anna Cohen	Adjunct Professor	Chemistry
David B Cohen	Adjunct Associate Professor	Math/Computer Science/Info Tec
Rachel L Cohen	Adjunct Assistant Professor	Administrative Business Tech
Jayne L Cohodas	Adjunct Associate Professor	Student Personnel Services
Joseph Colacicco	Adjunct Instructor	Accounting and Business Admin
James L Coll	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Kenneth L Collins	Adjunct Associate Professor	Art
Anne M Comiskey	Adjunct Professor	Nursing
Tara M Comiskey	Adjunct Instructor	Criminal Justice
Dennis C Condon	Adjunct Professor	Chemistry
Richard J Conway	Adjunct Professor	English
Fred D Copley	Adjunct Professor	Philosophy
Joseph S Coppelino	Adjunct Professor	Communications
Christopher V Costa	Adjunct Professor	Accounting and Business Admin
Laura M Costa	Adjunct Instructor	Nursing
Victor R Costa	Adjunct Professor	Math/Computer Science/Info Tec
Beth Costello	Adjunct Assistant Professor	Art
Christine L Cozzolino	Adjunct Professor	Math/Computer Science/Info Tec
Paul V Cozzolino	Adjunct Professor	Art
Kathleen Cramer	Adjunct Professor	Math/Computer Science/Info Tec
Anthony J Creaco	Adjunct Associate Professor	Engineering/Physics/Tech
Danielle Criss	Adjunct Instructor	Africana Studies
Carin A Cristodero-Tuifel	Adjunct Associate Professor	Critical Reading & Academic Adv
Joyce Culver	Adjunct Professor	Art
Anna D'Aloisio	Adjunct Assistant Professor	Communications
Silvia D'Amato Bonanno	Adjunct Instructor	Foreign Languages
Donna M D'Ambrosio	Adjunct Instructor	Math/Computer Science/Info Tec
Jeanne D'Brant	Adjunct Professor	Allied Health Sciences
Wafa H Daoud	Adjunct Associate Professor	Foreign Languages
Brian I Darr	Adjunct Professor	Psychology
Stanley Davidson	Adjunct Professor	Accounting and Business Admin
Stuart Dawson	Adjunct Professor	Mortuary Science
Maryann R De Angelis	Adjunct Professor	Accounting and Business Admin
Erika Y Deans	Adjunct Instructor	Sociology
Daniel R Deegan	Adjunct Professor	Health/Physical Ed/Recreation
Joseph Defilippe	Adjunct Professor	Accounting and Business Admin

<b>Name</b>	<b>Title</b>	<b>Department</b>
James L Dekoning	Adjunct Professor	Engineering/Physics/Tech
Jack B Demasi	Adjunct Professor	Communications
Regina M DeMasi	Adjunct Assistant Professor	Nursing
Carmine A Desanto	Adjunct Professor	Math/Computer Science/Info Tec
Carmine Desio	Adjunct Associate Professor	Engineering/Physics/Tech
Patrick Francis DeVito	Adjunct Instructor	Criminal Justice
Patricia Devitt-Brown	Adjunct Professor	Hospitality Business
Orsete J Dias	Adjunct Professor	Economics and Finance
Edward Jay Diller	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Michael J Dimaiio	Adjunct Professor	Allied Health Sciences
Dawn DiStefano	Adjunct Associate Professor	Marketing & Retailing
Joseph R Dondero	Adjunct Professor	Health/Physical Ed/Recreation
James Donovan	Adjunct Instructor	English
Susan M Dorkings	Adjunct Professor	Critical Reading & Academic Adv
Elcie Douce	Adjunct Instructor	Foreign Languages
Denyse M Dreksler	Adjunct Professor	Nursing
Timothy S Driscoll	Adjunct Associate Professor	Legal Studies
Beth Drucker	Adjunct Professor	Art
Sally A Drucker	Adjunct Instructor	English
Carol J Drummer	Adjunct Assistant Professor	Communications
Fredric Drummer	Adjunct Professor	Allied Health Sciences
Michael F Dulko	Adjunct Assistant Professor	Nursing
Amanda Dulmovits	Adjunct Instructor	Allied Health Sciences
Mary Rose Dummler	Adjunct Instructor	Psychology
Kathleen M Dunn	Adjunct Instructor	Health/Physical Ed/Recreation
James H Dunne	Adjunct Associate Professor	Hospitality Business
Marcy Eager Wolfson	Adjunct Professor	Economics and Finance
Philippe Eberhard	Adjunct Instructor	Foreign Languages
Teresa Eberhart	Adjunct Assistant Professor	Nursing
Rosanne P Ebner	Adjunct Assistant Professor	Art
Fenton Ehlen	Adjunct Professor	Marketing & Retailing
Marguerite V Ehlen	Adjunct Professor	Marketing & Retailing
Andrew J. Eichhorn	Adjunct Assistant Professor	Criminal Justice
Donna P Eilerman	Adjunct Professor	Chemistry
Robert Einenkel	Adjunct Assistant Professor	Theatre & Dance
Wendy J Eisner	Adjunct Professor	Psychology
Michael Elflein	Adjunct Professor	Health/Physical Ed/Recreation

<b>Name</b>	<b>Title</b>	<b>Department</b>
Luke P Elliott-Negri	Adjunct Instructor	Sociology
Margaret M Emmons	Adjunct Associate Professor	Allied Health Sciences
Eileen C Engelke	Adjunct Assistant Professor	Nursing
Christopher A Enright	Adjunct Professor	Chemistry
Morton Epler	Adjunct Professor	Math/Computer Science/Info Tec
James M Erickson	Adjunct Professor	Music
Joseph V Fabrizio	Adjunct Assistant Professor	Mortuary Science
Bonnie J Fachler	Adjunct Associate Professor	Allied Health Sciences
Karin Falcone	Adjunct Associate Professor	English
Maureen Fallon	Adjunct Professor	Critical Reading & Academic Adv
John L Farley	Adjunct Associate Professor	Philosophy
Darcy A Faro	Adjunct Associate Professor	Critical Reading & Academic Adv
Martin K Farrell	Adjunct Assistant Professor	Accounting and Business Admin
Maria Fausto	Adjunct Professor	Math/Computer Science/Info Tec
Gabriel G Feldmar	Adjunct Professor	Psychology
Robert Femminella	Adjunct Professor	Biology
Daniel N Fernandez	Adjunct Professor	Philosophy
Rosemary Ferrero-Manginelli	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Gary K Ferrigno	Adjunct Professor	Engineering/Physics/Tech
David Jacob Ferro	Adjunct Instructor	Music
Robert A Field	Adjunct Professor	Art
John C Fink	Adjunct Professor	Art
Steven Finkelstein	Adjunct Instructor	Physical Sciences
Josef Fioretta	Adjunct Professor	Communications
Glynn-Ellen M Fisichelli	Adjunct Professor	English
Robert Fitzsimons	Adjunct Associate Professor	Economics and Finance
Francine D Fleischman	Adjunct Professor	Critical Reading & Academic Adv
Courtney G Fleming	Adjunct Instructor	Music
Thomas M Flesher	Adjunct Instructor	Economics and Finance
Nelson Flores	Adjunct Instructor	Health/Physical Ed/Recreation
Deanne K Flouton	Adjunct Professor	Foreign Languages
Marcella Fludd-Brown	Adjunct Instructor	Nursing
Barbara A Fody	Adjunct Instructor	English
Jennifer L Formica	Adjunct Instructor	Art
Richard J Fornaro	Adjunct Assistant Professor	Music
Marilyn F Fox	Adjunct Professor	Music
Trevor Fraser	Adjunct Professor	Communications

<b>Name</b>	<b>Title</b>	<b>Department</b>
Richard M Frauenglass	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Petra K Freese	Adjunct Assistant Professor	Administrative Business Tech
David L Friedkin	Adjunct Associate Professor	Communications
Norman M Friedland	Adjunct Professor	Legal Studies
Ruben Friedman	Adjunct Professor	English
Donna L Friedson	Adjunct Professor	Art
Renaire Frierson-Davis	Adjunct Professor	Legal Studies
Edward J Fritz	Adjunct Professor	Accounting and Business Admin
Linda Froehlich	Adjunct Professor	Math/Computer Science/Info Tec
Christina Fuchs	Adjunct Associate Professor	Hospitality Business
Murray Fullman	Adjunct Professor	Psychology
Ronald Fusco	Adjunct Professor	Health/Physical Ed/Recreation
Lauren G Gaglio	Adjunct Instructor	Marketing & Retailing
Eileen C Gallagher	Adjunct Assistant Professor	Nursing
Patrick Gallagher	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Robert G Gallagher	Adjunct Professor	Allied Health Sciences
Concetta A Gallo	Adjunct Instructor	Sociology
Nancy R Garbowski	Adjunct Professor	Math/Computer Science/Info Tec
Susan T Garcia	Adjunct Professor	Health/Physical Ed/Recreation
Alvar J Garcia-Fernandez	Adjunct Associate Professor	Math/Computer Science/Info Tec
Robert Gariglio	Adjunct Professor	Health/Physical Ed/Recreation
Robert A Gaudino	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Carol M Gebhardt	Adjunct Professor	English
Maureen Clare Gegerson	Adjunct Instructor	English
Roger H Gennari	Adjunct Professor	Biology
Thomas Germano	Adjunct Professor	Art
Lennard D Gerson	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Michael P Giacalone	Adjunct Professor	Art
Pamela Giambona	Adjunct Instructor	Psychology
Vincent R Giannasio	Adjunct Professor	Chemistry
Thomas Gilmartin	Adjunct Professor	Allied Health Sciences
Grace M Gilner	Adjunct Professor	Allied Health Sciences
Louis V Gioia	Adjunct Professor	Math/Computer Science/Info Tec
Maria Gjonlekaj	Adjunct Instructor	Math/Computer Science/Info Tec
Jeffrey N Glass	Adjunct Assistant Professor	Marketing & Retailing
Patricia S Gloeckner	Adjunct Professor	Nursing
Barry S Goldberg	Adjunct Professor	Allied Health Sciences



<b>Name</b>	<b>Title</b>	<b>Department</b>
Joan C Goldberg	Adjunct Instructor	Math/Computer Science/Info Tec
Mauricio E Gonzalez	Adjunct Associate Professor	Foreign Languages
Rodolfo A Gonzalez	Adjunct Professor	Foreign Languages
Ronald J Goodridge	Adjunct Professor	Math/Computer Science/Info Tec
Larry B Gorbil	Adjunct Professor	Psychology
Aleksandr Gorbenko	Adjunct Associate Professor	Chemistry
Bernard S Gorman	Adjunct Professor	Psychology
Dennis O Gorman	Adjunct Professor	Health/Physical Ed/Recreation
Laurie Gorman	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Shepard B Gorman	Adjunct Professor	Psychology
Max Gottfried	Adjunct Professor	Art
Jamie H Graber	Adjunct Professor	Math/Computer Science/Info Tec
Albert W Grazia	Adjunct Associate Professor	Allied Health Sciences
Michael Grecco	Adjunct Instructor	Theatre & Dance
Barbara Gregorio	Adjunct Professor	Accounting and Business Admin
John Grein	Adjunct Instructor	Accounting and Business Admin
Christine M Greiner	Adjunct Professor	Nursing
Palmina R Grella	Adjunct Professor	Accounting and Business Admin
Philip R Griesch	Adjunct Professor	Engineering/Physics/Tech
George D Grossman	Adjunct Professor	Music
Mark Jeffrey Grossman	Adjunct Assistant Professor	Communications
Edna Gruvman	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Dorit B Gryn	Adjunct Professor	Foreign Languages
Paul C Guadagnino	Adjunct Professor	Art
Ryan Robert Guarino	Adjunct Instructor	Music
Betsy Gulotta	Adjunct Professor	Biology
Mark Gustavson	Adjunct Associate Professor	Music
Edward J Gutman	Adjunct Instructor	Economics and Finance
Laurie I Guttenberg	Adjunct Professor	Communications
Samuel C Guy	Adjunct Instructor	Art
Morgan C Hack	Adjunct Instructor	Health/Physical Ed/Recreation
Syeda T Hadi	Adjunct Instructor	Sociology
Patricia A Halcrow	Adjunct Professor	Sociology
Dianne M Hammond	Adjunct Assistant Professor	Administrative Business Tech
Jerelyn M Hanrahan	Adjunct Professor	Art
Thomas W Happel	Adjunct Instructor	Music
Pamela Dolores Lynch Hardy	Adjunct Assistant Professor	Administrative Business Tech

<b>Name</b>	<b>Title</b>	<b>Department</b>
Jennifer Hart	Adjunct Instructor	Theatre & Dance
Dorothy Hartigan	Adjunct Professor	Psychology
Mozaffar W Hassan	Adjunct Professor	Biology
James C Haxton	Adjunct Professor	Math/Computer Science/Info Tec
Alan I Hecht	Adjunct Professor	Allied Health Sciences
Kathleen M Hecht	Adjunct Professor	Biology
Erin C Heisen-Gonzalez	Adjunct Professor	Communications
Ute Hellebuyck	Adjunct Assistant Professor	Foreign Languages
Charles A Henke	Adjunct Professor	Health/Physical Ed/Recreation
Saran A Heron	Adjunct Assistant Professor	Nursing
Miriam A Hertzson	Adjunct Professor	Theatre & Dance
Esther F Himelstein	Adjunct Professor	English
Neil R Hintze	Adjunct Assistant Professor	Criminal Justice
Rita F Hittleman	Adjunct Professor	Communications
Rachel A Hodelin-Wetzel	Adjunct Instructor	Hospitality Business
Brian Hoeft	Adjunct Instructor	Sociology
Dion P Hoey	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Madeline E Hogan	Adjunct Associate Professor	Nursing
Kristin Holcomb	Adjunct Professor	Art
Kathleen M Holliday	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Eric Howton	Adjunct Instructor	Hospitality Business
Frantz J Huggins	Adjunct Professor	Engineering/Physics/Tech
Grace F Hughes	Adjunct Associate Professor	Critical Reading & Academic Adv
Alan Hulsaver	Adjunct Associate Professor	Math/Computer Science/Info Tec
Ralph Bertram Hurtado	Adjunct Assistant Professor	Physical Sciences
Kenneth Husserl	Adjunct Instructor	Criminal Justice
Pasquale T Iannelli	Adjunct Instructor	Music
Matthew J Iannucci	Adjunct Associate Professor	His/PolSci/Geo/LatinAm Studies
Rosemary Iconis	Adjunct Professor	Health/Physical Ed/Recreation
Manoj Illickal	Adjunct Professor	Math/Computer Science/Info Tec
John Impellizeri	Adjunct Professor	Math/Computer Science/Info Tec
Leena J Isaac	Adjunct Assistant Professor	Nursing
William Isaacson	Adjunct Professor	English
Leonard M Itzkowitz	Adjunct Professor	Chemistry
Harvey Jacobs	Adjunct Professor	Accounting and Business Admin
Marquita L James	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Cathy Jansen	Adjunct Professor	Nursing

<b>Name</b>	<b>Title</b>	<b>Department</b>
Jesse T Johnson	Adjunct Professor	Math/Computer Science/Info Tec
Kayon D Johnson	Adjunct Instructor	Nursing
Douglas Johnston	Adjunct Instructor	Economics and Finance
Alice C Jones	Adjunct Professor	Allied Health Sciences
Eileen M Jones	Adjunct Instructor	Nursing
Ieisha Jones	Adjunct Associate Professor	Sociology
Sharon E Jones	Adjunct Professor	Accounting and Business Admin
Suzanne D Jones	Adjunct Associate Professor	Communications
Daniel Josenhans	Adjunct Professor	Math/Computer Science/Info Tec
Nadia Joseph	Adjunct Instructor	Nursing
MD Shahriar Kabir	Adjunct Instructor	English
Evgeni Kabotyanski	Adjunct Assistant Professor	Biology
Ivan Kadar	Adjunct Professor	Physical Sciences
Harry Kahan	Adjunct Professor	Psychology
Stefan B Kalina	Adjunct Professor	Criminal Justice
Chrisoula Mary Kalogiannis	Adjunct Assistant Professor	Allied Health Sciences
Kevin W Kane	Adjunct Instructor	Accounting and Business Admin
Karen Linda Kanton	Adjunct Assistant Professor	Criminal Justice
Chia Ying Kao	Adjunct Instructor	Theatre & Dance
Judith A Kaplan	Adjunct Professor	Nursing
Harriet H Kapner	Adjunct Professor	Music
David Kapsack	Adjunct Instructor	Accounting and Business Admin
Dean Karahalidis	Adjunct Associate Professor	Music
Marjorie I Karlin	Adjunct Instructor	Critical Reading & Academic Adv
Maureen K Karpf	Adjunct Professor	Physical Sciences
James Kaspar	Adjunct Professor	Accounting and Business Admin
Michael Paul Kates	Adjunct Assistant Professor	Nursing
Stuart J Kaufman	Adjunct Professor	English
Roberta A Kaznocha	Adjunct Assistant Professor	Marketing & Retailing
Mary Keefe	Adjunct Professor	Theatre & Dance
Kerry Keegan	Adjunct Professor	Allied Health Sciences
Daniel B Keene	Adjunct Assistant Professor	Music
Helen M Kegerreis	Adjunct Professor	Music
Otto A Keller	Adjunct Instructor	Hospitality Business
Carolyn Kelly	Adjunct Instructor	Criminal Justice
Kevin M Kelly	Adjunct Professor	Music
Susan P Kelly	Adjunct Instructor	Critical Reading & Academic Adv

<b>Name</b>	<b>Title</b>	<b>Department</b>
James Kieran Kennedy	Adjunct Assistant Professor	Critical Reading & Academic Adv
John W Kennedy	Adjunct Professor	Math/Computer Science/Info Tec
Richard Stephen Keohane	Adjunct Assistant Professor	Allied Health Sciences
Catherine Khalifa	Adjunct Professor	Administrative Business Tech
Matthew Khan	Adjunct Instructor	Accounting and Business Admin
Issa N Khouryaward	Adjunct Professor	Engineering/Physics/Tech
Kerri L Kiefer-Viverito	Adjunct Associate Professor	Math/Computer Science/Info Tec
Timothy Kilgannon	Adjunct Instructor	Legal Studies
Charles Killorin	Adjunct Instructor	Art
Ji Yong Kim	Adjunct Assistant Professor	Art
Shin Sook Kim	Adjunct Instructor	Foreign Languages
Melissa Pearl Kiner	Adjunct Associate Professor	Psychology
Samantha Kinsley	Adjunct Professor	English
Porter Kirkwood	Adjunct Professor	Sociology
Guennadi A Kisliakov	Adjunct Professor	Math/Computer Science/Info Tec
Elizabeth Valeria Kisseleff	Adjunct Assistant Professor	Art
Elliot Kitay	Adjunct Professor	Engineering/Physics/Tech
Barbara Jean Klaritch	Adjunct Instructor	Chemistry
Mitchell James Klein	Adjunct Assistant Professor	Allied Health Sciences
Jannette G Knowles	Adjunct Professor	Accounting and Business Admin
Andrea M Koetter	Adjunct Professor	English
Matthew M Konig	Adjunct Associate Professor	Philosophy
Leslie Konits	Adjunct Professor	Economics and Finance
Marc S Koslovsky	Adjunct Professor	Music
Nanci S Kotkin	Adjunct Associate Professor	Administrative Business Tech
Dianne H Kourtides	Adjunct Professor	Foreign Languages
Andrew C Kowalik	Adjunct Professor	Engineering/Physics/Tech
Karen Kowalik	Adjunct Professor	Psychology
Mary G Kowtna	Adjunct Professor	Accounting and Business Admin
Paul Kowtna	Adjunct Professor	Legal Studies
Laurence Krause	Adjunct Professor	Economics and Finance
Susan O Kravitz	Adjunct Instructor	Math/Computer Science/Info Tec
John Krueger	Adjunct Instructor	Accounting and Business Admin
Aleta Labiento	Adjunct Professor	Health/Physical Ed/Recreation
Paul Laconti	Adjunct Associate Professor	Music
Maria R Laderoute	Adjunct Professor	Foreign Languages
Salvatore Lagumina	Adjunct Professor	His/PolSci/Geo/LatinAm Studies

<b>Name</b>	<b>Title</b>	<b>Department</b>
Crystal J Lahn	Adjunct Instructor	Communications
Jaikrishen K Lal	Adjunct Associate Professor	Engineering/Physics/Tech
Joel Bryant Lamb	Adjunct Assistant Professor	Physical Sciences
Meaghan B Lang	Adjunct Assistant Professor	Communications
Paul A Lang	Adjunct Associate Professor	Engineering/Physics/Tech
John LaPerla	Adjunct Instructor	Accounting and Business Admin
Caitlin M Lapine	Adjunct Assistant Professor	Psychology
Stephanie Beth Larkin	Adjunct Associate Professor	Marketing & Retailing
Kimberly K Lavery	Adjunct Assistant Professor	Communications
Joseph M Lawless	Adjunct Professor	Economics and Finance
Michael Layne	Adjunct Professor	Accounting and Business Admin
Susan Leach	Adjunct Professor	Allied Health Sciences
Joanne M Lecci	Adjunct Professor	Criminal Justice
Kristen Lee	Adjunct Instructor	Health/Physical Ed/Recreation
Rodger Paul Lee	Adjunct Associate Professor	Music
Joanne P Leibrock	Adjunct Instructor	Art
Marc D Leonard	Adjunct Assistant Professor	Engineering/Physics/Tech
Marcy Lerner	Adjunct Professor	Math/Computer Science/Info Tec
Julie Leventhal	Adjunct Assistant Professor	Chemistry
Forrest J Levin	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Eric Levine	Adjunct Professor	Health/Physical Ed/Recreation
Joel David Levine	Adjunct Assistant Professor	Chemistry
Malcolm L Levitin	Adjunct Associate Professor	Allied Health Sciences
Salvator S Levy	Adjunct Professor	Engineering/Physics/Tech
Zachary Levy	Adjunct Professor	Math/Computer Science/Info Tec
Pamela Lewin	Adjunct Instructor	Health/Physical Ed/Recreation
James P Lewis	Adjunct Professor	Psychology
Huifei Li	Adjunct Instructor	Math/Computer Science/Info Tec
Maura Helene Liberopoulos	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Andrew Lichtman	Adjunct Professor	Chemistry
Phyllis Liebowitz	Adjunct Professor	Critical Reading & Academic Adv
Suzanne B Liff	Adjunct Assistant Professor	Critical Reading & Academic Adv
Yeon Gyeong Lim	Adjunct Instructor	Nursing
Nectarios G Limnatis	Adjunct Assistant Professor	Philosophy
Ira Lindner	Adjunct Instructor	Marketing & Retailing
Steven S Lindner	Adjunct Professor	Allied Health Sciences
Andrew Lippai	Adjunct Professor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
Mark Lipset	Adjunct Professor	Biology
William K Lloyd	Adjunct Professor	Sociology
Samantha A Loetman	Adjunct Professor	Psychology
Grace C Loftus	Adjunct Assistant Professor	Art
Gilda M Logan	Adjunct Associate Professor	Communications
Jack Lombardi	Adjunct Instructor	Engineering/Physics/Tech
Mark J Lombardi	Adjunct Professor	Allied Health Sciences
Salvatore Lombardo	Adjunct Professor	Biology
Miguel Long	Adjunct Assistant Professor	Engineering/Physics/Tech
Edward G. Look	Adjunct Assistant Professor	Engineering/Physics/Tech
John Lopez	Adjunct Professor	Allied Health Sciences
Juan C. Lopez	Adjunct Assistant Professor	Art
Patricio Lopez	Adjunct Instructor	Foreign Languages
Gregory P Lorenz	Adjunct Instructor	Music
Daniel L Lowenfeld	Adjunct Associate Professor	His/PolSci/Geo/LatinAm Studies
Wendy A Lowenfeld	Adjunct Professor	Critical Reading & Academic Adv
Sean P Lucas	Adjunct Instructor	Music
Richard C Lucian	Adjunct Professor	Engineering/Physics/Tech
Angelique Lucien	Adjunct Instructor	His/PolSci/Geo/LatinAm Studies
Francine M Ludwig	Adjunct Associate Professor	Math/Computer Science/Info Tec
Christine C Luisi	Adjunct Instructor	Nursing
Richard J Lukaschek	Adjunct Professor	Math/Computer Science/Info Tec
George Lyons	Adjunct Professor	Chemistry
Edward Mack	Adjunct Professor	Health/Physical Ed/Recreation
Maryann Magliano	Adjunct Instructor	Nursing
Jane Maher	Adjunct Associate Professor	Critical Reading & Academic Adv
Mark S Malaszczyk	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Azadeh Malekan	Adjunct Assistant Professor	Communications
Michael C Maneri	Adjunct Instructor	Accounting and Business Admin
Christina T Manzo	Adjunct Assistant Professor	Accounting and Business Admin
Andrew N Marinuzzi	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Alan Mark	Adjunct Professor	Accounting and Business Admin
Philip H Mark	Adjunct Professor	Chemistry
Michael James Marrano	Adjunct Associate Professor	Physical Sciences
Stephen J Marsar	Adjunct Associate Professor	Criminal Justice
Anthony Marzuillo	Adjunct Instructor	Hospitality Business
Thomas Edward Masone	Adjunct Assistant Professor	Engineering/Physics/Tech

<b>Name</b>	<b>Title</b>	<b>Department</b>
Michael Matthews	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Karen Jeanne Mauer	Adjunct Instructor	Critical Reading & Academic Adv
Maria L Mazza-Loria	Adjunct Associate Professor	Allied Health Sciences
Deborah J McCallion	Adjunct Instructor	Nursing
Charisse M McElwaine	Adjunct Assistant Professor	Hospitality Business
Michael McGinty	Adjunct Professor	Math/Computer Science/Info Tec
James J. McGowan	Adjunct Assistant Professor	Psychology
Michael T McGrory	Adjunct Associate Professor	Health/Physical Ed/Recreation
Barbara A McGuinness	Adjunct Instructor	Nursing
Niyati P. Mehta	Adjunct Assistant Professor	Art
Robert W Meiselas	Adjunct Professor	Economics and Finance
Elizabeth Melillo	Adjunct Assistant Professor	Accounting and Business Admin
Jason Melker	Adjunct Instructor	Music
Rafaela Mendes	Adjunct Professor	Foreign Languages
Steven Meyn	Adjunct Assistant Professor	Communications
Rose E Meza	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Maxine MightyMinott	Adjunct Associate Professor	Nursing
Misti Lee Millar-Calderon	Adjunct Assistant Professor	Allied Health Sciences
Edward Leonard Miller	Adjunct Instructor	Philosophy
Neil Miller	Adjunct Professor	Foreign Languages
Vivian Miller	Adjunct Professor	Math/Computer Science/Info Tec
Kathleen Millon	Adjunct Professor	Critical Reading & Academic Adv
Samuel W Mink	Adjunct Assistant Professor	Accounting and Business Admin
Amalia Misir	Adjunct Instructor	Nursing
Kenneth Edmund Moeller	Adjunct Associate Professor	Psychology
John F Molina	Adjunct Professor	Chemistry
Ellen L Mollineaux	Adjunct Professor	Psychology
Donna C Mon	Adjunct Professor	Critical Reading & Academic Adv
J. Andrew Monahan	Adjunct Assistant Professor	Accounting and Business Admin
Sarah B Monahan	Adjunct Instructor	Allied Health Sciences
Eileen Montalbano	Adjunct Professor	Critical Reading & Academic Adv
Silvia A Montemurro	Adjunct Professor	English
Timothy Montera	Adjunct Associate Professor	Math/Computer Science/Info Tec
Marianne Morea	Adjunct Professor	Math/Computer Science/Info Tec
James Alfred Moriah	Adjunct Assistant Professor	Nursing
Kevin Mos	Adjunct Professor	Engineering/Physics/Tech
Phillip D Moshoyannis	Adjunct Professor	Sociology

<b>Name</b>	<b>Title</b>	<b>Department</b>
Eileen Moynahan	Adjunct Professor	Psychology
Maureen C Mulligan	Adjunct Professor	Health/Physical Ed/Recreation
Evelyn Mulvaney	Adjunct Instructor	Nursing
Lorraine G Mund	Adjunct Professor	English
Timothy J Murray	Adjunct Professor	Art
Noreen A Nackenson	Adjunct Professor	Marketing & Retailing
John A Naclerio	Adjunct Professor	Accounting and Business Admin
Christian Nahas	Adjunct Instructor	Allied Health Sciences
Robert Napoli	Adjunct Instructor	Music
Ebere U Nduka	Adjunct Professor	Biology
Carole L Neidich-Ryder	Adjunct Professor	Physical Sciences
Brent S Nelson	Adjunct Professor	Psychology
Robert J Nelson	Adjunct Professor	Health/Physical Ed/Recreation
Serge Nerli	Adjunct Instructor	Biology
Tara A Nesdill	Adjunct Assistant Professor	Communications
Anna Nesterova-Liers	Adjunct Professor	Biology
Jared B Newman	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Michael B Newman	Adjunct Professor	Math/Computer Science/Info Tec
Donald A Nicosia	Adjunct Professor	Physical Sciences
William F Nirode	Adjunct Professor	Chemistry
Richard A Nocella	Adjunct Professor	Physical Sciences
Mohssen Nodjomi	Adjunct Professor	Sociology
Robert Scott Noonan	Adjunct Assistant Professor	Criminal Justice
Robert N Nouryan	Adjunct Professor	Hospitality Business
Mildred M O'Brien	Adjunct Instructor	Allied Health Sciences
William G O'Connell	Adjunct Professor	Communications
Kenneth J O'Neil	Adjunct Professor	Criminal Justice
Sidney A Obas	Adjunct Assistant Professor	Allied Health Sciences
Deborah OBrien-Smith	Adjunct Professor	Critical Reading & Academic Adv
Daiki Okamoto	Adjunct Instructor	Chemistry
Adhiambo Okomba	Adjunct Professor	Critical Reading & Academic Adv
Mary K Oloughlin	Adjunct Professor	Psychology
Linda E Opyr	Adjunct Associate Professor	English
Ellen Orgera	Adjunct Instructor	Nursing
Robert Ott	Adjunct Instructor	Engineering/Physics/Tech
Rosemary Ott	Adjunct Instructor	Marketing & Retailing
Garry Ouellette	Adjunct Professor	Music



<b>Name</b>	<b>Title</b>	<b>Department</b>
Phyllis M Pace	Adjunct Professor	Accounting and Business Admin
Diomaris Padilla	Adjunct Instructor	Physical Sciences
Ellen J Paige	Adjunct Professor	Psychology
William F Palmer	Adjunct Professor	Allied Health Sciences
Michael D Paluzzi	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Louis M Panacciulli	Adjunct Professor	Music
Michelle M Panetta	Adjunct Instructor	Criminal Justice
Hea Young Park	Adjunct Associate Professor	Sociology
Jeong-Hwa Park	Adjunct Assistant Professor	Music
Vincent Parker	Adjunct Instructor	English
Robert P Parks	Adjunct Professor	Biology
Megan Parmenter	Adjunct Instructor	Psychology
Jane E Pawlowski	Adjunct Associate Professor	Art
Tonia L Payne	Adjunct Associate Professor	English
Philip A Pecorino	Adjunct Professor	Philosophy
Karen Pellecchia	Adjunct Instructor	Art
Patrick P Pellegrino	Adjunct Professor	Engineering/Physics/Tech
Anthony J Pelliccio	Adjunct Associate Professor	Criminal Justice
Nancy A Penncavage	Adjunct Professor	Allied Health Sciences
Emanuel J Pepitone	Adjunct Professor	Allied Health Sciences
Ellen Peppard	Adjunct Professor	Legal Studies
Sandra M Peralte	Adjunct Instructor	Nursing
Milton Perez	Adjunct Professor	Math/Computer Science/Info Tec
Cindy Perlman	Adjunct Assistant Professor	Hospitality Business
Anthony Perrotto	Adjunct Professor	Allied Health Sciences
Nirvani Persaud	Adjunct Instructor	English
Anthony Perso	Adjunct Professor	Allied Health Sciences
Scott Matthew Petersen	Adjunct Instructor	Sociology
Susan R Peterson	Adjunct Professor	Philosophy
Lois A Picinich	Adjunct Professor	Math/Computer Science/Info Tec
Carla C Pimentel	Adjunct Instructor	Foreign Languages
Goslet A Piper	Adjunct Professor	Critical Reading & Academic Adv
Thomas R Piro	Adjunct Professor	Foreign Languages
Robert E Pittman	Adjunct Professor	Math/Computer Science/Info Tec
Robert S Plath	Adjunct Assistant Professor	English
Kathryn M Podwall	Adjunct Professor	Biology
Roseann Polite	Adjunct Associate Professor	Nursing

<b>Name</b>	<b>Title</b>	<b>Department</b>
Robert A Pollack	Adjunct Professor	Allied Health Sciences
James F Polo	Adjunct Professor	Sociology
Thomas S Popovich	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Elisa B Powell	Adjunct Professor	English
Jamie Linn Powell	Adjunct Instructor	Art
Carol P Powers	Adjunct Associate Professor	Health/Physical Ed/Recreation
George Powers	Adjunct Professor	Health/Physical Ed/Recreation
James Prego	Adjunct Instructor	Allied Health Sciences
Jeffrey A Price	Adjunct Professor	Art
Errol C Prince	Adjunct Professor	Chemistry
Gheorghe Proteasa	Adjunct Assistant Professor	Allied Health Sciences
Katherine R Puerschner	Adjunct Associate Professor	Critical Reading & Academic Adv
Abedin Quader	Adjunct Instructor	Sociology
Gary I Quartararo	Adjunct Professor	Health/Physical Ed/Recreation
Joseph Quartararo	Adjunct Professor	Math/Computer Science/Info Tec
William T Quinlan	Adjunct Professor	Psychology
Mary T Quinn	Adjunct Instructor	Allied Health Sciences
Diane Quirin	Adjunct Professor	Math/Computer Science/Info Tec
Sheila Raber	Adjunct Assistant Professor	Critical Reading & Academic Adv
Patricia A Radigan	Adjunct Associate Professor	Marketing & Retailing
Andali Raghunath	Adjunct Professor	Chemistry
Shireen Rahman	Adjunct Instructor	Nursing
Baytoram Ramharack	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Derek Ramlal	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Nancy Rathe	Adjunct Professor	Math/Computer Science/Info Tec
Walter Raubichcek	Adjunct Assistant Professor	English
Roger A Regan	Adjunct Professor	Math/Computer Science/Info Tec
Joann Regina	Adjunct Professor	Math/Computer Science/Info Tec
Joan Reidy	Adjunct Professor	Foreign Languages
Joseph Reihing	Adjunct Professor	Marketing & Retailing
Christopher J Reilly	Adjunct Professor	Economics and Finance
Frank W Reiser	Adjunct Professor	Biology
Alexandra Ann Resch	Adjunct Instructor	Chemistry
Paul M Resch	Adjunct Assistant Professor	Engineering/Physics/Tech
Chris B Reynolds	Adjunct Instructor	Nursing
Catrina M Rhatigan	Adjunct Instructor	Criminal Justice
Helen D Rice	Adjunct Professor	Critical Reading & Academic Adv

<b>Name</b>	<b>Title</b>	<b>Department</b>
Zenobia P Richbourgh	Adjunct Instructor	Nursing
Steven Richman	Adjunct Professor	Psychology
Alexa Rose Riegel	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Roberta Riesenber	Adjunct Professor	Math/Computer Science/Info Tec
Lance S Rigano	Adjunct Professor	Physical Sciences
John B Rinaldi	Adjunct Professor	Allied Health Sciences
Maria L Rivera	Adjunct Associate Professor	Administrative Business Tech
Athanasios P Rizopoulos	Adjunct Professor	Engineering/Physics/Tech
Kimberly M Robinson	Adjunct Associate Professor	Biology
Paul Robinson	Adjunct Assistant Professor	Africana Studies
Ray Rodriguez	Adjunct Instructor	Theatre & Dance
Linda Rohan	Adjunct Associate Professor	Nursing
Nancy Roloson	Adjunct Assistant Professor	Critical Reading & Academic Adv
Anne T Romano	Adjunct Professor	Sociology
Filomena N Romano	Adjunct Professor	Art
Jacqueline M Romano	Adjunct Instructor	English
Phillip J Romeo	Adjunct Instructor	Music
Richard C Romeo	Adjunct Professor	Math/Computer Science/Info Tec
Kelly K Ronayne	Adjunct Instructor	His/PolSci/Geo/LatinAm Studies
Lauren R Rosario	Adjunct Assistant Professor	Psychology
Robert Alexander Rosen	Adjunct Assistant Professor	Music
Kathleen Patricia Rothman	Adjunct Associate Professor	His/PolSci/Geo/LatinAm Studies
Stephen Rotker	Adjunct Professor	Communications
Alfred A Rottino	Adjunct Associate Professor	Biology
Charles H Rowden	Adjunct Professor	Music
Terri Ruane	Adjunct Professor	Accounting and Business Admin
Norman A Rubin	Adjunct Associate Professor	Biology
Robert A Rubin	Adjunct Professor	Health/Physical Ed/Recreation
Stefanie N Rude	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Allison N Rufrano	Adjunct Professor	Art
Charles H Russell	Adjunct Instructor	Health/Physical Ed/Recreation
Anthony Russo	Adjunct Professor	Allied Health Sciences
Mary M Ryder	Adjunct Instructor	Accounting and Business Admin
Patrick J Ryder	Adjunct Assistant Professor	Criminal Justice
Leonard Rysdyk	Adjunct Professor	Critical Reading & Academic Adv
Christine M Sacco	Adjunct Assistant Professor	Communications
Eileen Sackman	Adjunct Assistant Professor	Art

<b>Name</b>	<b>Title</b>	<b>Department</b>
Tracie M Sadloski	Adjunct Instructor	Allied Health Sciences
Dawn R San Filippo	Adjunct Assistant Professor	Allied Health Sciences
Mehmet Sanli	Adjunct Assistant Professor	Hospitality Business
Anthony Santoro	Adjunct Associate Professor	English
Robert Sardiello	Adjunct Professor	Sociology
Masaki Sato	Adjunct Instructor	Foreign Languages
MaryAnn A Saul	Adjunct Professor	Nursing
Raymond J Scacalossi Jr	Adjunct Professor	Math/Computer Science/Info Tec
John F Scarnati	Adjunct Professor	Math/Computer Science/Info Tec
Gerald B Scharfman	Adjunct Professor	Foreign Languages
Roberta S Schechter	Adjunct Professor	Math/Computer Science/Info Tec
Thomas F Schenkel	Adjunct Professor	Math/Computer Science/Info Tec
Carol L Schiebel-Bracken	Adjunct Associate Professor	Critical Reading & Academic Adv
Herbert C Schlager	Adjunct Professor	English
Brianna Schlitt	Adjunct Instructor	Communications
Douglas F Schmid	Adjunct Professor	Physical Sciences
Edward R Schmitt	Adjunct Assistant Professor	Criminal Justice
Lois J Schmitt	Adjunct Associate Professor	Economics and Finance
Tara M Schneider	Adjunct Associate Professor	Allied Health Sciences
Frederick Schoenfeld	Adjunct Professor	Engineering/Physics/Tech
Max Schrier	Adjunct Professor	Art
Roberta Schroder	Adjunct Professor	Economics and Finance
Thomas J Schumacher	Adjunct Professor	Health/Physical Ed/Recreation
Victoria A Schuppe	Adjunct Instructor	Allied Health Sciences
Sylvia M Schuster	Adjunct Professor	Critical Reading & Academic Adv
Neil A. Schweitzer	Adjunct Assistant Professor	English
Jennifer E Scott	Adjunct Professor	Art
Joanne Seador	Adjunct Professor	Art
Cheryl Sears	Adjunct Professor	Health/Physical Ed/Recreation
Nancy Seery	Adjunct Professor	Math/Computer Science/Info Tec
Pembe Sefket	Adjunct Associate Professor	Marketing & Retailing
Richard E Seibert	Adjunct Professor	Biology
Priya R Sen	Adjunct Assistant Professor	Engineering/Physics/Tech
Gary Senia	Adjunct Assistant Professor	Allied Health Sciences
Michael L Serif	Adjunct Instructor	Accounting and Business Admin
Jean Richard Severin	Adjunct Instructor	Africana Studies
Victoria Sferlazza	Adjunct Professor	English

<b>Name</b>	<b>Title</b>	<b>Department</b>
Faiza Shah	Adjunct Assistant Professor	Allied Health Sciences
Nosheen A Shah	Adjunct Instructor	Allied Health Sciences
John J Sheehan	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Edward R Shenal	Adjunct Professor	Chemistry
Susan L Shenkman	Adjunct Professor	Math/Computer Science/Info Tec
Michael Shenoda	Adjunct Instructor	Engineering/Physics/Tech
Patricia L Sherman	Adjunct Associate Professor	Critical Reading & Academic Adv
David Shimkin	Adjunct Professor	English
Thomas William Shinick	Adjunct Instructor	Accounting and Business Admin
Michael J Sichko	Adjunct Professor	Physical Sciences
Francine D Sikorski	Adjunct Professor	Critical Reading & Academic Adv
Henry Sikorski	Adjunct Assistant Professor	English
David H Silverman	Adjunct Instructor	Hospitality Business
Mae F Silverman	Adjunct Professor	Math/Computer Science/Info Tec
Ruth Silverman	Adjunct Professor	Sociology
Gharapet H Simidian	Adjunct Professor	Math/Computer Science/Info Tec
Philip G Simone	Adjunct Professor	Physical Sciences
Satyanand Singh	Adjunct Instructor	Math/Computer Science/Info Tec
Nicholas Sisti	Adjunct Professor	Chemistry
John Sleckman	Adjunct Professor	Chemistry
Eze Small	Adjunct Instructor	Engineering/Physics/Tech
Delores Smalls	Adjunct Associate Professor	Student Personnel Services
Kevin Smith	Adjunct Associate Professor	Criminal Justice
Mary Elizabeth Smith	Adjunct Professor	English
William Smith	Adjunct Professor	Math/Computer Science/Info Tec
Catherine Smyth	Adjunct Professor	Allied Health Sciences
Gail L Sobel	Adjunct Professor	Biology
Milind Sojwal	Adjunct Instructor	Marketing & Retailing
Kathleen A Soulias	Adjunct Professor	Allied Health Sciences
Maria Jose Souto Portas	Adjunct Instructor	Foreign Languages
Gary S Spelber	Adjunct Professor	Math/Computer Science/Info Tec
Nicole Speletic	Adjunct Assistant Professor	Theatre & Dance
Mary Speranza	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Bernadine M St Giles	Adjunct Professor	Psychology
Cassandra R Stamm	Adjunct Associate Professor	Marketing & Retailing
Robert S StAngelo	Adjunct Professor	Health/Physical Ed/Recreation
Ronald Staniec	Adjunct Associate Professor	Communications

<b>Name</b>	<b>Title</b>	<b>Department</b>
Dale Stanley	Adjunct Professor	Biology
Frederick M Stanley	Adjunct Assistant Professor	Biology
Scott J Stark	Adjunct Professor	Math/Computer Science/Info Tec
Lauren M Starke	Adjunct Assistant Professor	English
Cecelia Steger	Adjunct Professor	English
Stacey Stern	Adjunct Professor	Biology
Susan R Stiglitz	Adjunct Professor	Health/Physical Ed/Recreation
Daniel Stollow	Adjunct Professor	Math/Computer Science/Info Tec
Robert M Strain Jr	Adjunct Professor	Economics and Finance
Gopal Subramaniam	Adjunct Professor	Chemistry
Nicole A Sullivan	Adjunct Instructor	Health/Physical Ed/Recreation
Dolores Sullivan-Edwards	Adjunct Professor	English
Marita T Summerfield	Adjunct Professor	Foreign Languages
Kelley Anne Margaret Sweeney	Adjunct Assistant Professor	Theatre & Dance
Thomas Sweeny	Adjunct Professor	Math/Computer Science/Info Tec
Vincent J Sydlansky	Adjunct Professor	Biology
Luke Aaron Sylvanus	Adjunct Associate Professor	Allied Health Sciences
Frances M Takach	Adjunct Professor	Math/Computer Science/Info Tec
Yoshie Takahashi	Adjunct Professor	Foreign Languages
Dana A Taormina	Adjunct Assistant Professor	Marketing & Retailing
Michael J Taunton	Adjunct Instructor	Accounting and Business Admin
Eunice J Taylor	Adjunct Professor	Sociology
Robert G Taylor	Adjunct Assistant Professor	Marketing & Retailing
Louis A Terracciano	Adjunct Professor	Engineering/Physics/Tech
Johanna Terry	Adjunct Instructor	Psychology
Suresh Tewani	Adjunct Professor	Chemistry
Robert A Tilden	Adjunct Assistant Professor	Marketing & Retailing
Frederick R Timm	Adjunct Professor	Theatre & Dance
Michael Totoro	Adjunct Professor	Math/Computer Science/Info Tec
Sallie Touma	Adjunct Assistant Professor	Math/Computer Science/Info Tec
Eugene P Trimboli	Adjunct Professor	English
Daniel F Tronolone	Adjunct Assistant Professor	Health/Physical Ed/Recreation
Diane Tronolone	Adjunct Professor	Health/Physical Ed/Recreation
Christine M Tudor	Adjunct Associate Professor	Art
Cynthia C Turner	Adjunct Professor	Africana Studies
Anthony Udeogalanya	Adjunct Professor	Biology
Veronica N. Udeogalanya	Adjunct Associate Professor	Economics and Finance

<b>Name</b>	<b>Title</b>	<b>Department</b>
Rosetta Urgo	Adjunct Professor	Foreign Languages
Steven C Urso	Adjunct Professor	Hospitality Business
Maureen A Valente	Adjunct Professor	Biology
Charles E Van Horn	Adjunct Professor	Art
Geraldo Vasquez	Adjunct Assistant Professor	Accounting and Business Admin
Mario R Vergara	Adjunct Professor	Engineering/Physics/Tech
Carl Vinas	Adjunct Professor	Critical Reading & Academic Adv
Donald E Wade	Adjunct Associate Professor	Engineering/Physics/Tech
Michele Evola Wagner	Adjunct Assistant Professor	Art
Robert E Walker	Adjunct Professor	Chemistry
Tanese N Wallace	Adjunct Instructor	Allied Health Sciences
Terence G Walsh	Adjunct Professor	English
Carol Warmuth	Adjunct Professor	Critical Reading & Academic Adv
Michael Watts	Adjunct Assistant Professor	Music
Andrew Wax	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Melissa H Wayne	Adjunct Assistant Professor	Psychology
Jeffrey R Webb	Adjunct Professor	Art
Debra S Weil	Adjunct Instructor	Nursing
Alan M Weinberg	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Claude A Weinberg	Adjunct Assistant Professor	Allied Health Sciences
Drew Weinlandt	Adjunct Professor	English
Richard L Weiss	Adjunct Professor	Physical Sciences
George Weissinger	Adjunct Professor	Sociology
Shaun Weissman	Adjunct Assistant Professor	Marketing & Retailing
Elizabeth Wheeler	Adjunct Professor	English
Bentley Whitfield	Adjunct Assistant Professor	English
Jennifer L Wilkinson	Adjunct Professor	Communications
Kenneth Wilkowski	Adjunct Professor	Chemistry
Aisha M Wilson	Adjunct Instructor	English
Joseph Wing	Adjunct Instructor	Criminal Justice
Sylvester Wise	Adjunct Professor	Sociology
Denise L Witt	Adjunct Professor	Allied Health Sciences
Donald Witt	Adjunct Professor	Physical Sciences
Bethann Wolfe	Adjunct Instructor	Communications
Robert A Wolinsky	Adjunct Professor	Music
David W Wright	Adjunct Associate Professor	Legal Studies
Stan Y Yang	Adjunct Professor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
Daniel D Yee	Adjunct Associate Professor	Engineering/Physics/Tech
Kwang-Kyoon Yeo	Adjunct Assistant Professor	Sociology
Dominick Yezzo	Adjunct Professor	English
Frank C Zagottis	Adjunct Associate Professor	Communications
Michael J Zartler	Adjunct Professor	His/PolSci/Geo/LatinAm Studies
Garry Zaslow	Adjunct Professor	Psychology
Thomas Zatorski	Adjunct Professor	Music
Joan Eugenia Zeller	Adjunct Assistant Professor	Critical Reading & Academic Adv
Jing Zhang	Adjunct Assistant Professor	Foreign Languages
Peter Zito	Adjunct Professor	Physical Sciences
Elaine B Zseller	Adjunct Professor	Math/Computer Science/Info Tec
Charles Zuar	Adjunct Associate Professor	Math/Computer Science/Info Tec
Jane L Zukaitis	Adjunct Assistant Professor	Legal Studies



**Current as of May 2020**

<b>Name</b>	<b>Title</b>
Dorothy L Abate	Associate Professor Emerita-Library
Sharon Abramson	Professor Emerita-Math/Computer Science/Info Tec
John Q Adams Jr	Administrator Emeritus
Joseph Amendola	Associate Professor Emeritus-Foreign Languages
Ruth L Anderson	Professor Emerita-Nursing
Calvin L Andrew	Professor Emeritus-Student Personnel Services
John P Anselmo	Professor Emeritus-Health/Physical Ed/Recreation
Michael J Anzelone	Professor Emeritus-English
Elaine Appelle	Associate Professor Emerita-Administrative Business Tech
Mary C Ardise	Professor Emerita-Reading/BEP
Shirley F Aronson	Professor Emerita-Engineering/Physics/Tech
Richard C Ashker	Professor Emeritus-Student Personnel Services
Natalie M Asouline	Professor Emerita-Nursing
Larry J Aufiero	Professor Emeritus-Math/Computer Science/Info Tec
Frank J Avenoso	Professor Emeritus-Math/Computer Science/Info Tec
James W Averett	Professor Emeritus-Biology
Louis J Avosso	Professor Emeritus-Biology
Gerald Axel	Professor Emeritus-Accounting and Business Admin
Lawrence Badendyck	Associate Professor Emeritus-English
Rosemarie Baer	Professor Emerita-Administrative Business Tech
Mary W. Bahntge	Professor Emerita-Administrative Business Tech
James J Baldwin	Professor Emeritus-Math/Computer Science/Info Tec
Carolyn Ballaban	Associate Professor Emerita-Allied Health Sciences
Nancy N Barker	Associate Professor Emerita-Sociology
Barbara Barnard	Professor Emerita-English
Gerald L Bartell	Professor Emeritus-English
Lisa M Bastiaans	Professor Emerita-Physical Sciences
Robert W Battle	Professor Emeritus-Marketing and Retailing
Mary Baumann	Professor Emerita-Administrative Business Tech
Cynthia D Bayern	Professor Emerita-Psychology
Paula G Beck	Associate Professor Emerita-English
Sidney E Becker	Professor Emeritus-Reading/BEP
James T Behrens Jr.	Administrator Emeritus
Carmelle M Bellefleur	Professor Emerita-Nursing
Muriel Belsky	Professor Emerita-Psychology

<b>Name</b>	<b>Title</b>
Nancy E Benchimol	Professor Emerita-Biology
Theodore G Benitt	Professor Emeritus-Physical Sciences
Judith A Bennett-Murray	Emerita Dean of Nursing
Rhoda Berenson	Professor Emerita-Engineering/Physics/Tech
Catherine F Berg	Associate Professor Emerita-Accounting and Business Admin
Christine Berg	Professor Emerita-Reading/BEP
Marianne Berka	Professor Emerita-Health/Physical Ed/Recreation
Richard D Berke	Associate Professor Emeritus-English
Stanley Berke	Associate Professor Emeritus-Theatre and Dance
Sarah Berkovits	Associate Professor Emerita-Reading/BEP
Eli Berlinger	Professor Emeritus-Math/Computer Science/Info Tec
Alice M Berridge	Professor Emerita-Math/Computer Science/Info Tec
Abraham M Bertisch	Professor Emeritus-Economics and Finance
Paul F Biersuck	Professor Emeritus-Biology
Toby A Bird	Professor Emerita-English
Joyce W Birdoff	Professor Emerita-Legal Studies
James J Blake	Professor Emeritus-English
Edwin J Blesch Jr	Professor Emeritus-English
Russell A Bliss	Professor Emeritus-Music
Robert H Block	Professor Emeritus-History/Pol Sci/Geography
Barbara Blumberg-Ostipwko	Professor Emerita-Marketing and Retailing
Elmore Bob	Associate Professor Emeritus-Biology
James Lee Bobo	Associate Professor Emeritus-Music
Norma Bonadonna	Professor Emerita-Nursing
Betty M Borowsky	Professor Emerita-Biology
Kolman W Brand	Professor Emeritus-Math/Computer Science/Info Tec
David Brandenburg	Professor Emeritus-Marketing and Retailing
Georgieanna S Braun	Professor Emerita-Nursing
Irene Brenalvirez	Professor Emerita-English
George A Brenner	Professor Emeritus-English
Anthony M Brescia	Professor Emeritus-History/Pol Sci/Geography
Jane K Brody	Professor Emerita-Nursing
Richard Brooks	Professor Emeritus-Music
Patrick R Brostowin	Professor Emeritus-English
Sammy R Browne	Professor Emeritus-English
Angela D Bruno	Professor Emerita-Marketing and Retailing
William Buckley	Associate Professor Emeritus-Biology

<b>Name</b>	<b>Title</b>
Louis J Buda Jr	Professor Emeritus-Economics and Finance
Charles Buondelmonte	Professor Emeritus-Legal Studies
James Cahill	Professor Emeritus-Marketing and Retailing
Michael S Candel	Professor Emeritus-Health/Physical Ed/Recreation
Anthony Cangelosi Jr	Professor Emeritus-Engineering
Anthony Cangelosi Sr	Professor Emeritus-Engineering/Physics/Tech
Paula M Carlo	Professor Emerita-History/Pol Sci/Geography
Patrick Carolan	Professor Emeritus-Health/Physical Ed/Recreation
Robert G Carter	Professor Emeritus-Art
Thomas C Casey	Professor Emeritus-English
Janet D Cassagio	Professor Emerita-Accounting and Business Admin
Mauro Cassano	Professor Emeritus-Math/Computer Science/Info Tec
Patricia E Cassin	Professor Emerita-Biology
Anthony Catania	Associate Professor Emeritus-Math/Computer Science/Info Tec
Raymond A Catanzano	Professor Emeritus-Legal Studies
Marilyn J Chaifetz	Professor Emerita-Marketing and Retailing
Maude E Chaney	Associate Professor Emerita-Nursing
Gail Chapman	Associate Professor Emerita-English
Philip M Cheifetz	Professor Emeritus-Math/Computer Science/Info Tec
Miriam Q Cheiken	Professor Emerita-English
Qiong Chen	Associate Professor Emerita-Reading/BEP
Barbara A Chiappetta	Professor Emerita-Accounting and Business Admin
Dudley S Chin	Associate Professor Emeritus-Biology
Anne P Christian	Professor Emerita-Nursing
Florence Cogan	Professor Emerita-Accounting and Business Admin
Lawrence J Cohen	Professor Emeritus-Math/Computer Science/Info Tec
Shoel Cohen	Professor Emeritus-Psychology
Helen F Collins	Professor Emerita-English
Anne M Comiskey	Associate Professor Emerita-Nursing
Dennis C Condon	Professor Emeritus-Chemistry
Richard J Conway	Professor Emeritus-Student Personnel Services
Dorothy Cooke	Professor Emerita-Nursing
Joseph S Coppelino	Professor Emeritus-Communications
Michael H Corpuel	Professor Emeritus-Health/Physical Ed/Recreation
Thomas A Corr	Professor Emeritus-Math/Computer Science/Info Tec
Henry L Cortegiano	Professor Emeritus-Chemistry
Edward M Coyne	Professor Emeritus-Foreign Languages

<b>Name</b>	<b>Title</b>
Eve D Crook	Professor Emerita-English
Barbara Brennan Culhane	Associate Professor Emerita-Reading/BEP
Ronald S Cunsolo	Professor Emeritus-History/Pol Sci/Geography
Anthony J D'Arco	Professor Emeritus-Math/Computer Science/Info Tec
Maureen M Daddona	Professor Emerita-Biology
Hilda M Dallal	Professor Emerita-Student Personnel Services
Doris R Daniels	Professor Emerita-History/Pol Sci/Geography
Eleanor J Davidson	Professor Emerita-Administrative Business Tech
Fannie L Davis	Professor Emerita-Accounting and Business Admin
John Day	Professor Emeritus-Library
Kitty Chen Dean	Professor Emerita-English
Lawrence Dellaquila	Professor Emeritus-Health/Physical Ed/Recreation
Albert DePietro	Professor Emeritus-Accounting and Business Admin
Edward J DeRoo	Professor Emeritus-Communications
Carmine A Desanto	Professor Emeritus-Math/Computer Science/Info Tec
M Debra Desanto	Professor Emerita-Administrative Business Tech
Anna Desharnais	Professor Emerita-Nursing
Paul J Devendittis	Professor Emeritus-History/Pol Sci/Geography
Jay J Diamond	Professor Emeritus-Marketing and Retailing
Robert Dichiara	Associate Professor Emeritus-English
Joseph M Dipierro	Associate Professor Emeritus-Biology
Howard S Director	Professor Emeritus-Accounting and Business Admin
Thomas Dolan	Interim President Emeritus
Saxton F Dolores	Professor Emerita-Nursing
Joseph R Dondero	Professor Emeritus-Health/Physical Ed/Recreation
Gertrude M Donovan	Professor Emerita-English
Susan L Dooley	Professor Emerita-Art
Joseph K Dowling	Professor Emeritus-English
Wayne A Drapeau	Professor Emeritus-Marketing and Retailing
Sally A Drucker	Professor Emerita-English
Ruby R Duany	Professor Emerita-Nursing
Bruce C Dubois	Professor Emeritus-Health/Physical Ed/Recreation
Paul F Earl	Professor Emeritus-Biology
Cathy A Eckdall	Associate Professor Emerita-Art
James L Edwards	Associate Professor Emeritus-Philosophy
Marguerite V Ehlen	Professor Emerita-Marketing and Retailing
Robert Einkenel	Professor Emeritus-Theatre and Dance

<b>Name</b>	<b>Title</b>
Wendy J Eisner	Professor Emerita-Psychology
Jerome S Ellenbogen	Professor Emeritus-Psychology
John C Ellsworth	Associate Professor Emeritus-Communications
Hussein D Emin	Professor Emeritus-Accounting and Business Admin
Anne Emmerson	Associate Professor Emerita-Administrative Business Tech
Eileen C Engelke	Associate Professor Emerita-Nursing
Sandra S Enzer	Associate Professor Emerita-English
Richard Epro	Associate Professor Emeritus-Psychology
Norma E Ercolano-O'Neill	Professor Emerita-Nursing
Joan Esposito	Associate Professor Emerita-Philosophy
Gerald Etra	Associate Professor Emeritus-Biology
Dolores S Faber	Professor Emerita-Health/Physical Ed/Recreation
Patricia Falk	Professor Emerita-English
Sean A Fanelli	Administrator Emeritus
Carol R Farber	Professor Emerita-English
William G Farrell	Professor Emeritus-Foreign Languages
William T Feigelman	Professor Emeritus-Sociology
Lenore Feinstein	Professor Emerita-Student Personnel Services
Kathryn T Feldman	Professor Emerita-English
Thomas V Fernandez	Professor Emeritus-Engineering/Physics/Tech
Joann V Festa	Professor Emerita-Nursing
Rosemary E Fielden	Professor Emerita-Administrative Business Tech
Barbara A Finder	Associate Professor Emerita-Student Personnel Services
John C Fink	Professor Emeritus-Art
Emanuel Finkel	Associate Professor Emeritus-Library
Judith B Fischer	Associate Professor Emerita-Reading/BEP
Linda M Fischler	Professor Emerita-Accounting and Business Admin
Anne Fitzgibbon	Professor Emerita-Nursing
Judith B Flinn	Professor Emerita-Nursing
Deanne K Flouton	Professor Emerita-Foreign Languages
Robert G Foley	Associate Professor Emeritus-Math/Computer Science/Info Tec
Robert D Foote	Professor Emeritus-Student Personnel Services
Edith J Forbes	Professor Emerita-Library
Norine J Ford	Associate Professor Emerita-Marketing and Retailing
Edward A Fox	Associate Professor Emeritus-Art
Joseph Fradkin	Professor Emeritus-Engineering/Physics/Tech
Barton C Friedberg	Professor Emeritus-English

<b>Name</b>	<b>Title</b>
Barry G Fruchter	Professor Emeritus-English
William M Fuori	Professor Emeritus-Math/Computer Science/Info Tec
Rose Furcron-Harris	Professor Emerita-Nursing
Debra Gallagher	Professor Emerita-Accounting and Business Admin
John R Ganson	Professor Emeritus-Chemistry
Stephen J Gaughran	Professor Emeritus-Math/Computer Science/Info Tec
Lennard D Gerson	Professor Emeritus-History/Pol Sci/Geography
Vincent R Giannasio	Professor Emeritus-Chemistry
M. Allan Gilbert	Professor Emeritus-Student Personnel Services
Laura G Gilkes	Associate Professor Emerita-Allied Health Sciences
Grace M Gilner	Professor Emerita-Allied Health Sciences
Louis V Gioia	Professor Emeritus-Math/Computer Science/Info Tec
Julia Giordano	Professor Emerita-English
Eugene C Glickman	Professor Emeritus-Music
Patricia S Gloeckner	Associate Professor Emerita-Nursing
Ruth L Goldfarb	Professor Emerita-Communications
Elaine Good	Professor Emerita-English
Joan L Gordon	Professor Emerita-English
Leonard Gordon	Professor Emeritus-Engineering/Physics/Tech
Bernard S Gorman	Professor Emeritus-Psychology
Shepard B Gorman	Professor Emeritus-Psychology
Marilyn E Gotkin	Professor Emerita-Biology
Constance Gottlieb	Professor Emerita-Marketing and Retailing
Janice A Grackin	Administrator Emerita
Marcus Gray	Associate Professor Emeritus-Mortuary Science
Judith Green	Professor Emerita-Nursing
Patricia A Green	Associate Professor Emerita-Accounting and Business Admin
Barbara Gregorio	Professor Emerita-Accounting and Business Admin
Richard P Grella	Professor Emeritus-Allied Health Sciences
Edward J Griffin	Professor Emeritus-Reading/BEP
Peter J Grimes	Professor Emeritus-Criminal Justice
Aileen N Grumbach	Professor Emerita-English
Leonard Grundt	Professor Emeritus-Library
Dominick E Grundy	Associate Professor Emeritus-English
Mona J Gulino	Professor Emerita-Nursing
Betsy Gulotta	Professor Emerita-Biology
Alan M Gurien	Administrator Emeritus

<b>Name</b>	<b>Title</b>
Kathleen M Gutleber	Professor Emerita-Math/Computer Science/Info Tec
Helene Guttenberg-Menco	Professor Emerita-Student Personnel Services
Mark H Gwydir	Professor Emeritus-Math/Computer Science/Info Tec
Robert R Gwydir	Professor Emeritus-Biology
Edward W Habert	Professor Emeritus-Biology
Theresa M Hadjopoulos	Professor Emerita-Foreign Languages
Samuel M Haft	Associate Professor Emeritus-Marketing and Retailing
Raymond E Hagelman	Professor Emeritus-Marketing and Retailing
Patricia A Halcrow	Professor Emerita-Sociology
Lyle A Hallowell	Professor Emeritus-Sociology
Barbara B Halpern	Professor Emerita-Administrative Business Tech
Norita J Halvorsen	Professor Emerita-Nursing
Adam Haridopolos	Professor Emeritus-English
Phyllis W Haring	Professor Emerita-Nursing
Alma E Harr	Professor Emerita-Nursing
Norman Harris	Associate Professor Emeritus-Physical Sciences
Beverly E Harrison	Administrator Emerita
Shirley Harrison	Associate Professor Emerita-Physical Sciences
Elliott Hartman	Professor Emeritus-Legal Studies
Peggy I Haskel	Professor Emerita-English
Hobart V Hays	Professor Emeritus-Theatre and Dance
Thora H Heeseler	Professor Emerita-Nursing
Bernard Hein	Associate Professor Emeritus-Legal Studies
Charles A Henke	Associate Professor Emeritus-Health/Physical Ed/Recreation
William Hershcopf	Professor Emeritus-Engineering/Physics/Tech
Janet L Hickey	Professor Emerita-Math/Computer Science/Info Tec
Frances S Hilliard	Professor Emerita-Nursing
Arnold M Hittleman	Professor Emeritus-Health/Physical Ed/Recreation
Clarence Hoener Jr	Professor Emeritus-Math/Computer Science/Info Tec
Clarence W Hoffman	Professor Emeritus-Math/Computer Science/Info Tec
Madeline E Hogan	Professor Emerita-Nursing
Barbara R Horn	Professor Emerita-English
Russell F Housman	Professor Emeritus-Art
James J Hoyt	Professor Emeritus-Student Personnel Services
William H Hubbard	Professor Emeritus-Administrative Business Tech
Elaine Hughes	Associate Professor Emerita-English
Rosanne M Humes	Professor Emerita-Library

<b>Name</b>	<b>Title</b>
Jeanne C Hunter	Associate Professor Emerita-English
Soofia Hussain	Professor Emerita-Sociology
Patricia A Hyland	Professor Emerita-Nursing
Evor L Ingram	Professor Emerita-Student Personnel Services
Barry H Jacknow	Professor Emeritus-Student Personnel Services
Marquita L James	Professor Emerita-History/Pol Sci/Geography
Richards J James	Professor Emeritus-Student Personnel Services
Cathy Jansen	Professor Emerita-Nursing
Wesley J Jensby	Professor Emeritus-Communications
Thomas T Johnston	Professor Emeritus-Marketing and Retailing
Alice C Jones	Professor Emerita-Allied Health Sciences
Agnes Kadar	Professor Emerita-Physical Sciences
Theodore J Kalas	Professor Emeritus-Chemistry
Constantine Kallaur	Professor Emeritus-Foreign Languages
Shulamith Kane	Associate Professor Emerita-Health/Physical Ed/Recreation
Judith A Kaplan	Associate Professor Emerita-Nursing
Renee L Kaplan	Associate Professor Emerita-Psychology
Stanley Kaplan	Professor Emeritus-Art
Robert Karmon	Professor Emeritus-English
Anna Katsavos	Professor Emerita-English
Bernard Katz	Professor Emeritus-Psychology
Lawrence Kaufer	Professor Emeritus-Math/Computer Science/Info Tec
Kenneth Kaufman	Professor Emeritus-Math/Computer Science/Info Tec
Thomas Kavazanjian	Professor Emeritus-Psychology
Sivia K Kaye	Professor Emerita-English
Keith A Keating	Professor Emeritus-English
W. Hubert Keen	President Emeritus
Richard I Kegerreis	Professor Emeritus-Music
Marilouise G Kelly	Professor Emerita-Nursing
Esther Kelne	Professor Emerita-Administrative Business Tech
Deborah A Kimbrough-Lowe	Professor Emerita-Student Personnel Services
Porter Kirkwood	Professor Emeritus-Sociology
Elliot Kitay	Professor Emeritus-Engineering/Physics/Tech
Michael R Klein	Professor Emeritus-Criminal Justice
Stuart R Klein	Professor Emeritus-Health/Physical Ed/Recreation
Elliot Kleinman	Professor Emeritus-Legal Studies
Bernice W Kliman	Professor Emerita-English



<b>Name</b>	<b>Title</b>
Vera Konig	Professor Emerita-Health/Physical Ed/Recreation
Toby Koren	Professor Emerita-Nursing
Jerry A Kornbluth	Professor Emeritus-Math/Computer Science/Info Tec
Andrew C Kowalik	Professor Emeritus-Engineering/Physics/Tech
Michael H Kowalski	Associate Professor Emeritus-Student Personnel Services
Diane N Kramer	Professor Emerita-Psychology
Roberta Kramer	Professor Emerita-English
Marie A Kratochvil	Professor Emerita-Economics and Finance
Susan G Kravitz	Professor Emerita-Art
Herbert Kriedman	Professor Emeritus-History/Pol Sci/Geography
Allen C Kupfer	Professor Emeritus-English
Salvatore Lagumina	Professor Emeritus-History/Pol Sci/Geography
Marjorie A Lander	Professor Emerita-Administrative Business Tech
Lucy G Landesberg	Professor Emerita-Reading/BEP
Sara Landon	Associate Professor Emerita-Foreign Languages
Florence L Lane	Professor Emerita-Student Personnel Services
Albert M Lataner	Professor Emeritus-Philosophy
Nancy V Latterner	Professor Emerita-Nursing
Robert Lawn	Professor Emeritus-Art
Michael Layne	Professor Emeritus-Accounting and Business Admin
Arthur Lebow	Associate Professor Emeritus-Hospitality Business
Joanne M Lecci	Professor Emerita-Criminal Justice
Sharon Leder	Associate Professor Emerita-English
Sidney G Lee	Professor Emeritus-Theatre & Dance
Walter Lener	Professor Emeritus-Biology
Benjamin Levine	Professor Emeritus-Biology
Bruce A Levine	Professor Emeritus-Psychology
Deborah R Levine	Professor Emerita-Math/Computer Science/Info Tec
Marion Levine	Professor Emerita-English
Barbara Levy	Associate Professor Emerita-Reading/BEP
Renee B Levy	Professor Emerita-English
John Lieblang	Professor Emeritus-Mortuary Science
Suzanne B Liff	Professor Emerita-Reading/BEP
Mary Likely	Professor Emerita-Reading/BEP
Erna C Linder	Professor Emerita-Health/Physical Ed/Recreation
Annette Lipshitz	Professor Emerita-Biology
Martin P Lomonaco	Professor Emeritus-Communications

<b>Name</b>	<b>Title</b>
Wendy A Lowenfeld	Associate Professor Emerita-Reading/BEP
Jack Lubowsky	Associate Professor Emeritus-Math/Computer Science/Info Tec
Barbara C Lucas	Associate Professor Emerita-English
Richard C Lucian	Professor Emeritus-Engineering/Physics/Tech
Edward Mack	Professor Emeritus-Health/Physical Ed/Recreation
Anita J Madden	Professor Emerita-Nursing
Diane C Mader	Professor Emerita-Communications
Jane Maher	Professor Emerita-Reading/BEP
Naomi R Malmud	Professor Emerita-Health/Physical Ed/Recreation
James L Malone	Associate Professor Emeritus-Math/Computer Science/Info Tec
Dino Mancini	Professor Emeritus-Allied Health Sciences
Joseph A Marano	Professor Emeritus-Math/Computer Science/Info Tec
Hedda C Marcus	Professor Emerita-English
Victor H Margolis	Professor Emeritus-Student Personnel Services
Rafael Marino	Associate Professor Emeritus-Math/Computer Science/Info Tec
Philip H Mark	Professor Emeritus-Chemistry
Lynn Martin	Associate Professor Emerita-English
David A Martindale	Professor Emeritus-Psychology
Julio Marzan	Professor Emeritus-English
Anna M Mascolo	Administrator Emerita
Baruch A May	Professor Emeritus-Biology
Lynn Mazzola	Professor Emerita-Accounting and Business Admin
D Gordon McCarty	Professor Emeritus-Student Personnel Services
Muriel McClure	Associate Professor Emerita-Nursing
Cathy McDougal	Professor Emerita-English
John J McGovern	Administrator Emeritus
Donna M McIlwraith-Seidl	Associate Professor Emerita-Library
Kathleen McKiernan	Professor Emerita-Math/Computer Science/Info Tec
Mary P McSweeney	Associate Professor Emerita-Allied Health Sciences
Harry Megerdichian	Professor Emeritus-Accounting and Business Admin
Anne C Messing	Professor Emerita-Health/Physical Ed/Recreation
Rochelle Meyer	Professor Emerita-Math/Computer Science/Info Tec
Zorka Milich	Professor Emerita-English
George M Miller	Professor Emeritus-Math/Computer Science/Info Tec
Jeffery T Miller	Associate Professor Emeritus-Allied Health Sciences
Roseanna Mills	Professor Emerita-Nursing
John C Molfetta	Associate Professor Emeritus-Allied Health Sciences

<b>Name</b>	<b>Title</b>
Robert N Mollinger	Associate Professor Emeritus-English
Anne M Monaco	Associate Professor Emerita-Reading/BEP
Jessine M Monaghan	Professor Emerita-Communications
Walter Mondschein	Professor Emeritus-Allied Health Sciences
Christopher P Mooney	Professor Emeritus-Philosophy
Lloyd Moore	Professor Emeritus-Biology
Joann Moos	Professor Emerita-Biology
Virginia Moran	Professor Emerita-English
Melvin Morgenstein	Professor Emeritus-Accounting and Business Admin
Rita L Morris	Professor Emerita-Library
Harold W Morrow	Professor Emeritus-Engineering/Physics/Tech
Carol A Mottola	Professor Emerita-Nursing
Carol S Mueller	Professor Emerita-Marketing and Retailing
Helen B Muller	Professor Emerita-Art
Ann A Muth	Administrator Emerita
Myrna Nachman	Professor Emerita-Music
Noreen A Nackenson	Professor Emerita-Marketing and Retailing
Lucille Nathanson	Professor Emerita-Threatre and Dance
Ralph Nazareth	Professor Emeritus-English
Selma R Needleman	Professor Emerita-Nursing
Ruth A Nelson	Professor Emerita-Health/Physical Ed/Recreation
Jewell L Nemiroff	Professor Emerita-English
Natika Newton	Associate Professor Emerita-Philosophy
Philip Y Nicholson	Professor Emeritus-History/Pol Sci/Geography
Joel Nierenberg	Professor Emeritus-Student Personnel Services
John L Noecker	Professor Emeritus-Biology
Breda Nolan	Professor Emerita-Nursing
Sheila Novins	Associate Professor Emerita-Reading/BEP
Neil J Nugent	Professor Emeritus-Accounting and Business Admin
Patricia Nugent	Professor Emerita-Nursing
Patricia E O'Beirne	Professor Emerita-Marketing and Retailing
Thomas D O'Brien	Professor Emeritus-Engineering/Physics/Tech
Thomas G O'Brien	Professor Emeritus-Biology
Frances N O'Connor	Professor Emerita-English
Terry F O'Dwyer	Professor Emeritus-Engineering/Physics/Tech
Deborah OBrien-Smith	Professor Emerita-Reading/BEP
Rosaline L Odessey	Professor Emerita-Accounting and Business Admin

<b>Name</b>	<b>Title</b>
Dianne OFlinn	Professor Emerita-English
Roman A Ohrenstein	Professor Emeritus-Economics and Finance
Thomas OKeefe	Professor Emeritus-History/Pol Sci/Geography
George Oliver	Professor Emeritus-English
Mary K Oloughlin	Professor Emerita-Psychology
Claire C Olsen	Professor Emerita-Allied Health Sciences
Lawrence S Orilia	Professor Emeritus-Math/Computer Science/Info Tec
John C Ostling Jr	Administrator Emeritus
Charles Owusu	Professor Emeritus-Library
Joseph F Pacilio	Associate Professor Emeritus-English
Ann M Pagnotta	Professor Emerita-Math/Computer Science/Info Tec
Julia Palievsky	Associate Professor Emerita-English
Maureen J Palmieri	Professor Emerita-Art
Dale Parish	Associate Professor Emeritus-English
Marian Parish	Professor Emerita-English
Tonia L Payne	Professor Emerita-English
Phyllis K Pelikan	Professor Emerita-Nursing
Joseph E Pelliccia	Professor Emeritus-Biology
Arnold Peltzer	Professor Emeritus-Engineering/Physics/Tech
Mary A Pervelis	Professor Emerita-Nursing
Joseph J Pescatore	Professor Emeritus-Chemistry
Grace S Petrie	Professor Emerita-Chemistry
Kenneth Phelan	Professor Emeritus-Math/Computer Science/Info Tec
Anthony Piazza	Professor Emeritus-Physical Sciences
Valerie L Pinhas	Professor Emerita-Health/Physical Ed/Recreation
Gerald Pintel	Professor Emeritus-Accounting and Business Admin
Meta Plotnik	Professor Emerita-English
Kathryn M Podwall	Professor Emerita-Biology
Joanna L Poletti	Professor Emerita-English
Robert A Pollack	Professor Emeritus-Allied Health Sciences
James F Polo	Administrator Emeritus
Thomas S Popovich	Professor Emeritus-History/Pol Sci/Geography
Cynthia H Powers	Associate Professor Emerita-Library
George Powers	Associate Professor Emeritus- HPER
Nehemiah H Press	Professor Emeritus-Economics and Finance
George L Pressley	Professor Emeritus-Student Personnel Services
Louise T Prussack	Professor Emerita-Nursing

<b>Name</b>	<b>Title</b>
Vincent A Puglisi	Professor Emeritus-Biology
Helen A Pushchin	Professor Emerita-Foreign Languages
Linda Quitoni	Professor Emerita-Health/Physical Ed/Recreation
Roger Ragonese	Professor Emeritus-Biology
Mary Ramus	Professor Emerita-Psychology
Richard B Randall	Professor Emeritus-Accounting and Business Admin
Joseph Reihing	Professor Emeritus-Marketing and Retailing
Patrick T Reihing	Professor Emeritus-Accounting and Business Admin
Lenore Reilly	Professor Emerita-Nursing
Charles J Reina	Professor Emeritus-Art
Frank W Reiser	Professor Emeritus-Biology
John L Remo	Associate Professor Emeritus-Physical Sciences
Richard M Renoff	Professor Emeritus-Sociology
Helen D Rice	Professor Emerita-Reading/BEP
Thomas B Rich	Professor Emeritus-Nursing
James Richards	Professor Emeritus-Student Personnel Services
Steven Richman	Professor Emeritus-Psychology
Adrian H Richner	Professor Emerita-Criminal Justice
Lance S Rigano	Professor Emeritus-Physical Sciences
Faith Ripps	Professor Emerita-Math/Computer Science/Info Tec
Ralph V Ritchie	Professor Emeritus-Music
Beatrice A Rizzo	Associate Professor Emerita-Biology
Martha F Robbins	Professor Emerita-History/Pol Sci/Geography
Gwydir Jr R Robert	Professor Emeritus-Biology
Alice Robinson	Professor Emerita-Reading/BEP
Charles Rockwell	Professor Emeritus-Physical Sciences
Frank J Roethel	Professor Emeritus-Physical Sciences
Louis Roethel	Professor Emeritus-Math/Computer Science/Info Tec
Linda Rohan	Professor Emerita-Nursing
Filomena N Romano	Associate Professor Emerita-Art
Arnold Rosen	Professor Emeritus-Administrative Business Tech
Jeffrey Rosenfeld	Professor Emeritus-Sociology
Robert Rosenfeld	Professor Emeritus-Math/Computer Science/Info Tec
Marilyn Rosenthal	Professor Emerita-Library
Julius L Rothman	Professor Emeritus-English
Charles H Rowden	Associate Professor Emeritus-Music
Thomas D Rowland	Associate Professor Emeritus-English

<b>Name</b>	<b>Title</b>
Deborah D Rubin	Professor Emerita-English
Robert A Rubin	Professor Emeritus-Student Personnel Services
Gertrude L Ruchman	Professor Emerita-Student Personnel Services
Walter F Ruger	Associate Professor Emeritus-Criminal Justice
Stella B Russell	Professor Emerita-Art
Sharon Russin	Associate Professor Emerita-Library
Simeon P Ryan	Associate Professor Emeritus-Biology
Leonard Rysdyk	Associate Professor Emeritus-Reading/BEP
Charline Sacks	Associate Professor Emerita-Foreign Languages
Hamilton A Sager Jr	Professor Emeritus-Math/Computer Science/Info Tec
Nicholas J Salvatore	Professor Emeritus-Marketing and Retailing
Stanley P Samber	Professor Emeritus-Accounting and Business Admin
Gunnar Sandnes	Professor Emeritus-Biology
MaryAnn A Saul	Professor Emerita-Nursing
Thomas Saunders	Professor Emeritus-English
Dolores Saxton	Professor Emerita-Nursing
Rosemary Scarangella	Associate Professor Emerita-Nursing
Florence Scarinci	Professor Emerita-Library
Rosanne Scarpelli	Associate Professor Emerita-Marketing and Retailing
Eric Schafler	Professor Emeritus-Hospitality Business
Aaron M Schein	Professor Emeritus-Math/Computer Science/Info Tec
Lea R Schein	Professor Emerita-Foreign Languages
Edward H Schiller	Professor Emeritus-History/Pol Sci/Geography
Janis D Schimsky	Professor Emerita-Student Personnel Services
Linda G Schneider	Professor Emerita-Sociology
Robert B Schnitzer	Administrator Emeritus
Frederick Schoenfeld	Professor Emeritus-Engineering/Physics/Tech
Gilbert I Schrank	Professor Emeritus-History/Pol Sci/Geography
Barbran G Schreiber	Professor Emerita-Math/Computer Science/Info Tec
John F Schreiber	Professor Emeritus-Math/Computer Science/Info Tec
Dr. Roberta Schroder	Associate Professor Emerita-Economics and Finance
Carol Schroeder	Professor Emerita-Nursing
Jacob Schwartzman	Professor Emeritus-English
Angelo J Scordato	Associate Professor Emeritus-Math/Computer Science/Info Tec
Cheryl Sears	Professor Emeritus- Health/Physical Ed/Recreation
Joan Sevick	Professor Emerita-English
Doris Shaffer	Professor Emerita-History/Pol Sci/Geography

<b>Name</b>	<b>Title</b>
Kevin L Shannon	Administrator Emeritus
Ines S Shaw	Professor Emerita-English
Margaret J Shaw	Associate Professor Emerita-Reading/BEP
Ronald P Shifren	Associate Professor Emeritus-Legal Studies
Charles W Shipe	Professor Emeritus-Music
Ralph D Shipp	Professor Emeritus-Marketing & Retailing
Marsha Shulman	Professor Emerita-Communications
Robert L Shupe	Associate Professor Emeritus-Physical Sciences
Michael J Sichko	Professor Emeritus-Physical Sciences
Frederick J Sieger	Professor Emeritus-Reading/BEP
Jay R Silverman	Professor Emeritus-English
Paul M Simon	Professor Emeritus-Engineering/Physics/Tech
Myrna Skidell	Professor Emerita-Reading/BEP
Delores Smalls	Professor Emerita-Student Personnel Services
Alfred J Smeriglio	Professor Emeritus-Allied Health Sciences
Eleanor L Smiley	Professor Emerita-Marketing & Retailing
George H Smit	Associate Professor Emeritus-Chemistry
Duncan Smith	Professor Emeritus-Student Personnel Services
Margaret Smith	Professor Emerita-Accounting and Business Admin
Carol M Smith-Pellicci	Professor Emerita-Accounting and Business Admin
Catherine Smyth	Associate Professor Emerita-Allied Health Sciences
Stephen C Solosky	Professor Emeritus-Math/Computer Science/Info Tec
Samuel Sorgen	Professor Emeritus-Accounting and Business Admin
Donna Sparberg	Professor Emerita-Student Personnel Services
Richard A Speckmann	Professor Emeritus-Health/Physical Ed/Recreation
Leonard Spector	Professor Emeritus-Marketing and Retailing
Marsha Spiegelman	Professor Emerita-Library
Randall D Spinks	Professor Emeritus-English
Warren D St James	Professor Emeritus-Economics and Finance
Patricia Stack	Professor Emerita-Communications
Robert S StAngelo	Professor Emeritus-Health/Physical Ed/Recreation
Dale Stanley	Professor Emerita-Biology
William K Stanton	Professor Emeritus-Philosophy
Michael A Steinman	Professor Emeritus-English
Aurelia Stephan	Associate Professor Emerita-Library
Robert Alan Stern	Professor Emeritus-Math/Computer Science/Info Tec
Michael Steuer	Professor Emeritus-Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>
William Stevenson	Professor Emeritus-Health/Physical Ed/Recreation
James S Stewart	Professor Emeritus-History/Pol Sci/Geography
Robert M Strain Jr	Professor Emeritus-Economics and Finance
Harriet J Strongin	Professor Emerita-Marketing and Retailing
William Strykowski	Professor Emeritus-Engineering/Physics/Tech
Linda Susman	Professor Emerita-Communications
Vivian Q Sutton	Associate Professor Emerita-Marketing and Retailing
Lillian Swarth	Professor Emerita-Administrative Business Tech
Thomas Sweeny	Associate Professor Emeritus-Math/Computer Science/Info Tec
Martin Syden	Professor Emeritus-Psychology
Rosalie Talbert	Professor Emerita-Biology
Laura L Tamber	Professor Emerita-Physical Sciences
Patti L Tana	Professor Emerita-English
Maria Taranto	Associate Professor Emerita-Psychology
Aliceteen Y Taylor	Professor Emerita-Accounting and Business Admin
Clorindo Teolis	Professor Emeritus-Student Personnel Services
Frederick H Terry	Professor Emeritus-Hospitality Business
JoAnn Thissen	Associate Professor Emerita-Physical Sciences
Joanna C Thompson	Professor Emerita-Nursing
Thomas J Timchek	Professor Emeritus-Math/Computer Science/Info Tec
Joan Tomaszewski	Professor Emerita-Math/Computer Science/Info Tec
Michael Totoro	Professor Emeritus-Math/Computer Science/Info Tec
Richard Trainer	Associate Professor Emeritus-Economics and Finance
Dennis P Treanor	Professor Emeritus-Engineering/Physics/Tech
Doris Trevas	Professor Emerita-Chemistry
Edward A Trudeau	Professor Emeritus-Communications
Reginald Tuggle	Administrator Emeritus
Timothy K Turner	Administrator Emeritus
Bruce N Urquhart	Professor Emeritus-English
Mary Vandewater	Professor Emerita-Reading/BEP
G. Ignacio Vazquez	Professor Emeritus-Foreign Languages
Kenneth E Veselak	Professor Emeritus-Health/Physical Ed/Recreation
Emil C Vigilante	Professor Emeritus-History/Pol Sci/Geography
Joan B Viscosi	Associate Professor Emerita-Administrative Business Tech
Barbara Vitale	Associate Professor Emerita-Nursing
Lawrence Vogel	Professor Emeritus-Psychology
George Vossinas Jr	Professor Emeritus-Allied Health Sciences



<b>Name</b>	<b>Title</b>
Donald E Wade	Professor Emeritus-Engineering/Physics/Tech
Dorothea R Walker	Professor Emerita-Foreign Languages
Nira M Warner	Associate Professor Emerita-English
Lillian Wasserman	Professor Emerita-Reading/BEP
Linda Wasserstein	Associate Professor Emerita-Hospitality Business
James D Weinman	Professor Emeritus-Health/Physical Ed/Recreation
Tina Wenzel	Professor Emerita-Administrative Business Tech
Rita I Wessan	Professor Emerita-Marketing and Retailing
Glenn W Whaley	Associate Professor Emeritus-History/Pol Sci/Geography
Elizabeth Wheeler	Professor Emerita-English
Mildred White	Professor Emerita-Library
Diana R Wienbroer	Professor Emerita-English
Glenn R Williams	Professor Emeritus-Physical Sciences
Henry E Williams	Professor Emeritus-Student Personnel Services
Irving L Williams	Professor Emeritus-Physical Sciences
Sam L Williams	Professor Emeritus-Student Personnel Services
William C Williams	Professor Emeritus-English
Nancy Williamson	Professor Emerita-Library
Dorothy Winegar	Associate Professor Emerita-Allied Health Sciences
Bellinda Wise	Associate Professor Emerita-Library
Sylvester Wise	Professor Emeritus-Africana Studies
Denise L Witt	Professor Emerita-Allied Health Sciences
Donald Witt	Professor Emeritus-Physical Sciences
John E Wood	Professor Emeritus-Math/Computer Science/Info Tec
Clive I Wynter	Professor Emeritus-Chemistry
Dominick Yezzo	Professor Emeritus-English
Eugene J Young	Professor Emeritus-Economics and Finance
Mark Zalk	Professor Emeritus-Communications
Mary Zappas	Professor Emerita-Allied Health Sciences
Salli Zimmerman	Professor Emerita-Art
Peter Zito	Professor Emeritus-Physical Sciences
Gerald D Zuckerman	Professor Emeritus-Legal Studies

**Current as of May 2020**

<b>Name</b>	<b>Title</b>	<b>Degree</b>
Genette Alvarez-Ortiz	Acting Dean of Social and Behavioral Science	BA, New York University; MA, New York University
Lindsey Angioletti	Director of Marketing & Communications	BA, Hofstra University; MA, Hofstra University
Kathryn Austin	Director - Human Resources Operations	BBA, Hofstra University
Chester N Barkan	Registrar	BA, LIU CW Post; MA, LIU CW Post
Kenya Beard	Dean of Nursing and Health Sciences	AAS, Phillips Beth Israel Sch Nrsng; BSN, Excelsior College; PHD, Dowling College
Alla Brodsky	Associate General Counsel	BS, Cornell University; JD, Fordham University
Abel Cantillo	Assistant Director, Capital Construction	BBA, Pace Univ New York City; MBA, SUNY Empire State College
Phillip Cappello	Procurement Director	BBA, Hofstra University
Janet Caruso	AVP - Workforce Development Lifelong Learning	BBA, Hofstra University; MBA, Hofstra University; EDD, Dowling College
Melissa L Chemick	Assistant to the Director	AA, SUNY Nassau Cmty College; BA, Hofstra University
William Clyde Jr	EOP Director	BS, Manhattan College; MS, LIU CW Post
Valerie H Collins	Interim VP of Academic Affairs	BS, Molloy College; MA, New York University; PHD, New York University
Maria P Conzatti	Vice President for Academic/Student Services	AS, SUNY Nassau Cmty College; BBA, Adelphi University; MBA, Adelphi University
Jacqueline Cuffey	Assistant Dean - Judicial Affairs	BA, CUNY Queens College NY; MA, CUNY Queens College NY
Joy DeDonato	Executive Director of NCC Foundation	AA, SUNY Nassau Cmty College; BFA, LIU CW Post; MS, LIU CW Post
Jessica Dillon	Assistant Director of Registrar	BS, SUNY Coll Old Westbury; MA, LIU CW Post
Dorlena S Dunbar	Associate Vice President - Human Resources	BA, Yale University; MS, St Josephs Coll Patchogue
Thomas V Fernandez	Acting Dean - Math/Science	BS, St Johns Univ Jamaica; MS, St Johns Univ Jamaica
Robert Foley	AVP - Physical Plant	BE, SUNY Maritime College
David S Follick	Dean of Admissions	BA, Univ Mass Amherst; MED, Univ Mass Amherst
Amanda L Fox	Director Advisement	AA, SUNY Nassau Cmty College; BA, Hofstra University; MA, New York University
Carol L Friedman	AVP - Design and Construction	BA, New York Inst Tech
Sandra V Friedman	AVP - Student Financial Affairs	BA, CUNY Queens College NY; MS, LIU CW Post

<b>Name</b>	<b>Title</b>	<b>Degree</b>
Lisa Hahn	Treasurer	BS, SUNY Binghamton; MBA, Thomas A Edison State College
Nardos Hamilton	Director - Administration and Benefits	BS, St Johns Univ Jamaica; MPA, LIU CW Post
Melanie E Hammer	Dean Arts and Humanities	BA, SUNY University at Albany; MA, CUNY City College of NY; MA, Teachers College Columbia Univ
Donna M Haugen	General Counsel	BA, Coll New Jersey; JD, Hofstra University
Elizabeth M Hawley	Associate Dean - Lifelong Learning	BS, SUNY Coll Cortland; MS, SUNY Univ At Buffalo
Julio W Izquierdo	VP of Finance	MBA, Farleigh Dickinson
Robert Jarocki	Director - Design and Construction	BS, SUNY Univ At Buffalo; MA, Pratt Institute
Adrian V Kerrigan	VP of Institutional Advancement	BA, Boston College; MA, St Peters College
Edmund S Koepfel	Grants Fiscal Manager - Resource Development	BBA, Hofstra University
Jerry A Kornbluth	Interim Dean - Professional Studies	BS, Bowling Green St Univ Bwlng Gr; MBA, Hofstra University; PHD, Hofstra University
Richard A Lawless	Chief Information Officer	BBA, Dowling College
Judith E Lewis	Director, Special Programs	BS, SUNY Plattsburgh; MS, CUNY Queens College NY
Hamilton Lozada	Manager - Information Technology	AS, Devry University Addison II; BS, Devry University Addison II; MBA, Devry University Addison II
Evangeline B Manjares	Dean - Veterans Services / Service Learning Center	BA, Philippines; MA, Teachers College Columbia Univ; MS, Philippines; EDD, Nova Southeastern Univ
Beatrice A Marin	Assistant to the Director - Information Technology	BA, Hofstra University; MS, Hofstra University
Kerri-Ann McTiernan	Director Athletics/Physical Ed Complex	BA, Johns Hopkins Univ; MPA, LIU CW Post
Maryam F Mirza	IT Manager	BS, National U Sci Tech Pakistan
Joseph V Muscarella	Vice President - Facilities Management	BS, United States Military Academy; MS, Univ Texas Austin; PHD, Univ Texas Austin
Dawn Marie Nolan	Director - Center for Workforce Development	BA, Williams College; MBA, New York University
Patricia M Noren	Director - Financial Aid	AAS, SUNY Nassau Cmty College; BS, Dowling College; MBA, Dowling College
Sandra M O'Hare	Assistant to the Director - Life Long Learning	AA, SUNY Nassau Cmty College; BA, Chile
Rosemary Ortlieb	Associate Dean - International Student Services	AA, SUNY Nassau Cmty College; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook

<b>Name</b>	<b>Title</b>	<b>Degree</b>
John D. Osae-Kwapong	Associate Vice President	BA, Houghton College; MPA, Clark Atlanta University; PHD, George Mason University
Adeoba D Oyero	Assistant Dean - Judicial Affairs	BS, SUNY Coll Old Westbury; MA, New York University
Laurie Pezzullo	Assistant Vice President of Labor Relations	AS, SUNY Nassau Cmty College; BS, LIU CW Post; MSW, LIU CW Post
Maureen Ramert	Asst Director - Corporate Credit / Drinking Driver Program	BS, New York Inst Tech; MS, New York Inst Tech
Deborah A Reed	AVP - HR Operations	AS, SUNY Nassau Cmty College; BS, Hofstra University; MBA, New York Inst Tech
Martin J Roddini	Director - Public Safety	BA, St Johns Univ Jamaica; MPA, LIU CW Post
Dominick J Siani	Admin. Off. F/T	BS, St Johns Univ Jamaica; MBA, LIU - Brooklyn
Charmian M Smith	Dean of Students	AA, SUNY Nassau Cmty College; BA, Hofstra University; MS, LIU CW Post
Deborah Spiro	Asst VP - Distance Education	BA, SUNY Binghamton; MS, New York Inst Tech; EDD, Nova Southeastern Univ
Katherine Wagner	Assistant Director - Center for Workforce Development	BA, St Johns Univ Jamaica; MBA, Pace Univ New York City
Annmarie Welch	Director of Special Programs - Student Financial Affairs	BS, St Johns Univ Jamaica; MS, St Johns Univ Jamaica
Jermaine F Williams	President	BA, Lafayette College; MED, Temple University; EDD, Temple University
Craig C Wright	AVP - Equity, Inclusion and Affirmative Action Officer	BA, Cheyney University Pa; MS, New York Inst Tech
Tina S Wynder	Assistant Director - Inst. Effect & Strategic Planning	AS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury; MS, Hofstra University
Sherrard J Zamore	Assistant Vice President, Office of Comptroller	BS, CUNY York College NY; MBA, Utica College

**Administrative Business Tech/Health Information Tech****Administrative Business Tech**

Jason Aguilar, Statcare Urgent Medical Care  
 Lorinda Bauer, NuHealth-Nassau University Medical Center  
 Kimberly Carrizo, Cassisi & Casisi, P.C.  
 Juleigh Chin, Long Island Jewish Medical Center  
 Marilyn Curry, Nassau Community College  
 Atif Farid, Statcare Urgent Medical Care  
 Fran Hoelzer, NuHealth-Nassau University Medical Center  
 Jerry Kornbluth, Nassau Community College  
 Noreen Lowey, Nassau Community College  
 Michele R. Pearsall, Walsh Markus McDougal & LeBellis, LLP  
 Denice Romero, Long Island Jewish Medical Center

**Health Information Tech**

Donna Abbondandolo, Westchester Medical Center Health Network  
 Rachel Cohen, Winthrop University Medical Center  
 Marie M. Colin-Eugene, Long Island University/Post  
 Petra Freese, Nassau Community College  
 Colleen Garvey, South Nassau Communities Hospital  
 Susan Goldson, Nassau Community College  
 Shari Jason, Graduate of Certificate Program, Fall 2014  
 Jeanette Madsen, Nassau Community College  
 Terry McCormack, Mercy Medical Center  
 Donna Sblendorio, Winthrop University Hospital  
 Teresa Silversmith, Nassau University Medical Center  
 Kelly Tamburello, Nassau Community College

**Allied Health Science****Medical Laboratory Technology**

John Boyle, MS, PhD, Mercy Medical Center  
 Jane Chiusano, BS MT (ASCP), CLS (NCA), AABB, Nassau Community College  
 Peter Colaninno, MS MT (ASCP), CLS (NCA), Sunrise Medical Laboratories  
 Gerard DeFeo, PhD, MLS (ASCP), CLS (NCA), Nassau Community College  
 Christine Dunne, Nassau University Medical Center  
 Lorraine Findlay, PhD, M (ASCP) P (ASCP), Nassau Community College  
 Susan Henneborn, MT (ASCP), North Shore/LIJ Health Systems Laboratories  
 Charles Hicks, PhD, Nassau Community College  
 Mary Hotaling, PhD, MT (ASCP) DLM, Good Samaritan Hospital Medical Center  
 Lois Lucca, MS MLS (ASCP), Nassau Community College  
 Donna Manchisi, MPA, BS, MT, North Shore/LIJ Health Systems Laboratories  
 Lisa Matulich, MT MPH, Long Island Jewish Medical Center Laboratories  
 Nick Panzarino, Franklin Hospital Laboratory  
 Catherine Ripley, BS, MA, Nassau Community College  
 Angela T. Robinson, MS MT (ASCP), CLS (NCA), Winthrop University Hospital  
 Marianne Sarli, MS MT (ASCP), South Nassau Communities Hospital  
 Richard Seaberg, MS MT (ASCP), North Shore University Hospital  
 Margaret Vossinas, MS, CLS (NCA), Nassau Community College

**Allied Health Science****Physical Therapy**

Sandy Abolofia, PTA, Mercy Hospital  
 Nardia Aldridge, OT, Townhouse Center for Rehabilitation  
 Rich Augeri, PT, Our Lady of Consolation Geriatric Care Center  
 Nancy Baena, PT, South Nassau Communities Hospital  
 Athena Belmaine, DPT, Professional PT  
 Kim Boyde, PT, St. Charles Hospital  
 Ronald Bredow, PT, New York Physical Therapy and Wellness  
 Michael Brigandi, PT, All Star Physical Therapy  
 Christina Calderone, PT, Nassau University Medical Center  
 Debra Calzareth, PTA, A. Holly Patterson Geriatric Center  
 Christine Capobianco, PT, Little Village School  
 David Cazalet, DPT, Spectrum Physical Therapy  
 Melissa Colleluori, DPT, New York Sports and Physical Therapy Institute  
 Lisa Coors, PT, Physical Therapy Options

Jonna DeBlois, PT, Hope Physical Therapy  
 Jonathan Dematteis, DPT, Professional PT  
 Mark Diaz, PT, New York Physical Therapy and Wellness  
 Sal DiMatteo, PT, S.T.A.R.S.  
 Leigh-Ann Edison, PT, Paramount Physical Therapy  
 Adam Elberg, PT, Professional PT  
 Joanne Ferrara, PT, Associated Therapies  
 Karen Fitterer, PT, Stony Brook University Hospital  
 Michael Foster, PTA, Peak Performance  
 Michelle Galante-Adams, PT, St. Charles Hospital  
 Lorraine Gallant, PT, Parker Jewish Geriatric Center  
 Peter Grieco, DPT, Pro Sports Physical Therapy  
 Brian Halley, DPT, St. Charles Rehabilitation  
 Sigrid Herblin-Wynn, PTA, BOCES of Nassau County  
 Rich Kessler, PT, Hospital for Joint Diseases  
 Mary Larkin, PT, All Star Physical Therapy  
 Michael Leogrande, Jr., Long Island Physical Therapy  
 Dean Maddalone, PTA, Professional Athletic Performance Center  
 Kathleen Magner, DPT, Peak Performance  
 Nicole Manfield, PT, New York Hospital  
 Giovannie Maturo, DPT, Peak Performance  
 Peter McEntee, PT, South Shore Health Care  
 Karen McLaughlin, PT, Little Village School  
 Joseph Miller, PTA, Professional PT  
 Louis Obergh, III, Advance Physical Therapy  
 Laura O'Kelly, PT, Park Terrace Care Center  
 Thomas Page, PT, Gurwin Jewish Geriatric Center  
 Robert Panerello, PT, Professional PT  
 Diana Pannullo, PTA, United Cerebral Palsy  
 George Papdapolus, PT, Professional PT  
 Shivalini Patel, PT, Plainview Physical Therapy  
 Matthew Perry, DPT, New York Physical Therapy and Wellness  
 Melisa Pulice, DPT, New York Spine Institute  
 Lorraine Rowe, PT, BOCES of Nassau County  
 Maria Salonia, PT, South Bay Sport and Physical Therapy  
 Gay Schmadke, PTA, BOCES of Nassau County  
 Michael Settani, PT, Bellmore Physical Therapy  
 Bill Shade, PT, A. Holly Patterson Geriatric Center  
 Pamela Sharp, PT, BOCES of Western Suffolk  
 Angela Stolfi, DPT, New York University Medical Center  
 Joseph Sullivan, Peak Performance  
 Chris Taylor, PTA, Professional PT  
 Camila Tepper, PT, Winthrop University Hospital  
 Margaret White, PT, Ozanam Hall  
 Ron Winicki, PT, Island Sports Physical Therapy  
 Stephen Wirth, PT, New York Sports and Physical Therapy Institute  
 Jeffrey Yellin, PT, Professional PT

### **Allied Health Science**

#### **Radiation Therapy**

Shala Aime, BS, RT (T), Winthrop University Hospital  
 Allison Barbera, BS, RT (T), Glen Cove Hospital  
 Cecelia Bauries, RT (T), Stony Brook University Hospital  
 John Belanich, RT (T), New York University Hospital  
 Denise Capese, RT (T), Advanced Radiation Therapy Centers of New York  
 Carolyn Confusione, MS, RT (T), Nassau Community College  
 Thomas Gilmartin, RT (T), Long Island Jewish Medical Center  
 Dawn Gucci, RT (T), Southside Hospital  
 Elana Hillkewicz, BS, RT (T), Advanced Radiation Therapy Centers of New York  
 Sherin Joseph, BS, RT (T), Center for Advanced Medicine  
 Colleen Lobello, RT (T), Nassau Community College  
 Catherin Logos, RT (T), New York Hospital Queens  
 Karen Santini, BS, RT (T), Nassau Community College

Kenneth Satchwill, MS, RT (T), Nassau Community College

Catherine Smyth, MS, RT (T), Nassau Community College

**Allied Health Science  
Radiologic Technology**

Barbara Bebarian, Nassau Community College

Susanne Burgos, North Shore University Hospital Manhasset

Nicole Calderone, Student-Nassau Community College

Susanne Colaci-Hannon, North Shore University Hospital Manhasset

Ken Corriel, North Shore University Hospital Plainview

Tom Cummings, Zwanger-Peseri

Lauran Curran, Student-Nassau Community College

Debra Devito, Good Samaritan Hospital

Mat Dunlop, Nassau Community College

Ryan Dunn, Student-Nassau Community College

Dean Dusharme, Nassau University Medical Center

Sam George, Zwanger-Peseri

Jim Gilmartin, Nassau Community College

Allison Giordano, North Shore University Hospital Manhasset

Phil Iorio, North Shore University Hospital Southside

Ilene Jackowitz, Nassau Community College

Lawrence Jacob, Nassau Community College

Lidia Jurado, North Shore University Hospital Plainview

Michael Karmen, North Shore University Hospital Huntington

Gary Klinger, Nassau Community College

Debra Miller, Nassau Community College

Farrah Misurella, Good Samaritan Hospital

Susan Mullen, Nassau University Medical Center

Joyce Pinero, North Shore University Hospital Plain Syosset

Matt Rosinsky, Student-Nassau Community College

Dave Sackett, St. Francis Hospital

Jeanine Santorelli, Zwanger-Peseri

Lisa Tine, Nassau Community College

**Allied Health Science  
Respiratory Care**

Judy Ackerman, RRT, Winthrop University Hospital

Mara Bernstein, RRT, Winthrop University Hospital

Marisa Berry, RRT, North Shore University Hospital Plainview

Caroline Butkiewicz, RRT, Winthrop University Hospital

David Calzone, Nassau Community College

Laurence Carlin, RRT, Nassau Community College

Gary Chudow, RRT, St. Catherine of Sienna Medical Center

Douglas Colquhoun, RRT, Nassau University Medical Center

Isabel Cosgrove, RRT, Nassau Community College/Nassau University Medical Center

Laura DeAveiro, RRT, Long Beach Medical Center

Michele Ditaranto, RRT, St. Catherine of Sienna Medical Center

Tim Fischer, RRT, Southside Hospital

Gary Fitzgerald, RRT, Winthrop Pulmonary Associates

Raymond A. Fleck, Jr., Garden City Resident

Kenneth Freese, MD, Nassau University Medical Center

Patricia Goodwin, RRT, Nassau Community College

David Hambel, RRT, Good Samaritan Hospital Medical Center

Bob Heidelberger, RRT, Gurwin Jewish Geriatric Center

Gloria Hoerning, RRT, Nassau Community College/Southside Hospital

Warren Hostetter, RRT, Nassau County Resident

Thomas Howard, RRT, North Shore University Hospital Glen Cove

Julie Iannece, RRT, Long Beach Medical Center

Gary Kligner, PhD, Nassau Community College

Dan Latham, RRT, South Nassau Communities Hospital

Raymond Lavery, RRT, Nassau University Medical Center

Anne Little, MPH, AE-C, Asthma Coalition of Long Island

Michael Liu, Nassau Community College

Jeanne McCarthy, RRT, Nassau Community College

Martin Moskowitz, MD, North Shore University Hospital Glen Cove  
 Dennis Mott, RRT, Nassau University Medical Center  
 Alan Multz, MD, Nassau University Medical Center  
 James Murray, RRT, Winthrop University Hospital  
 Sidney Obas, RRT, New York Hospital Queens  
 Dara Palmer, RRT, Nassau Community College  
 Rachel Perrell, RRT, North Shore/Long Island Jewish Medical Center  
 Sharon Pollard, RRT, North Shore/Long Island Jewish Medical Center  
 Jayne Rattner Schneider, RRT, South Nassau Communities Hospital  
 Jane Schieck, RRT, Gurwin Jewish Geriatric Center  
 Mary Smith, RRT, Suffolk County Resident  
 Robert Sparaco, RRT, Nassau Community College  
 Gerry Stanick, RRT, Winthrop Pulmonary Associates  
 Christine Sumcizk, RRT, St. Francis Hospital  
 Luke Sylvanus, RRT, Nassau Community College/Southside Hospital  
 Robert Vitello, RRT, Winthrop University Hospital  
 Richard Zarco, MD, RRT, Nassau Community College

### **Allied Health Science Surgical Technology**

Caroline Kaufmann, RN, CNOR, Nassau Community College, Program Director & Clinical Coordinator  
 Mackenzie Allen, CST, Nassau Community College  
 Lisa Asdahl, CST, Nassau Community College  
 Tere Callandrillo, CST/CSFA, Nassau Community College  
 Kristine Coles, RN, CNOR, Nassau Community College  
 Dr. Theresa Criscitelli, AVP Administration: Peri-op Services, NYU Winthrop Hospital  
 Dianne Wilson, Surgical Technology Student, Nassau Community College  
 Laura Kurzweil, CST, Northwell Health at North Shore University Hospital  
 Judith Martin, CST, Nassau Community College  
 Joan Smith, VBNP, LLP  
 Ben Foor, RN, South Nassau Community Hospital  
 Marissa Rossa, CST, Saint Francis Hospital, Graduate  
 James Germano, MD, Northwell Health/Long Island Jewish Valley Stream, Orthopedic Surgery  
 Danielle Heyer, CST, Nassau Community College  
 Slavka Kleger, CST, Nassau Community College  
 Dawn Signorelli, CST, Nassau Community College  
 Karen Tauriello, RN, Northwell Health at Plainview Hospital  
 Gary Klinger, PhD, Nassau Community College, Chair AHS Dept  
 Teresa Yu, RN, St. Francis Hospital  
 Halyna Marchykha, CST, Winthrop University Hospital/ASC  
 Maryann Magliano, RN, Northwell Health at Long Island Jewish  
 Jacquelynn Taylor, CST, Nassau Community College

### **Engineering Technology Civil Engineering Technology**

Masoom Ali, P.E., Nassau Community College  
 Alfred Bachner (retired), NYSDOT  
 William Blanchard, P.E., Dunn Engineering Associates  
 Thomas Bremen, Bladykas and Panetta, P.C.  
 Denise Carter, P.E., Greenman-Pederson, Inc.  
 Paul Cavota, P.E., HAKS Material Testing  
 Jim DeKoning, P.E., LK McLean Associates  
 Carmine Desio, P.E.,  
 Kevin Farrell, P.E., Con Edison  
 Robert Fisenne, P.E., Freeport Village Engineer  
 Carol Friedman, R.A., Nassau Community College  
 Peter Healy, P.E., Consultant  
 Jai Lei, P.E., Nassau County  
 Eugene Martonik, P.E., Town of North Hempstead  
 Kevin Mos, North Shore Towers  
 Dr. Joseph Muscarella, Nassau Community College  
 Charles Panetta, P.E., L.S., Bladykas and Panetta, P.C.  
 Richard Pflaumer, R.A., Nassau Community College  
 Neil Rosenberg, P.E., Consultant



John Semioli, P.E., MJM Engineering, PLLC  
 Robert Tailina, P.E., John P. Picone, Inc.  
 Oscar Torres, Consultant  
 Mario Vergara, R.A., MVA Architects

**Engineering Technology**  
**Electrical Engineering**

Charles N. Cannisi, Underwriters Laboratories, Inc.  
 Michael Ciardullo, Narda Microwave-East  
 T.J. Dowling, Creative RF, Inc.  
 Emil Emil Zitvogel, National Synchrotron Light Source  
 Philip R. Griesch, Cablevision  
 Ryan C. Just, Telebyte, Inc.  
 Bob Loughran, BAE Systems  
 John Meade, Frequency Electronics, Inc.  
 James Murray, MTA Long Island Railroad  
 Michael Natale, Dayton T. Brown, Inc.  
 Jerry Pane, Federal Aviation Administration  
 Anthony Sorrentino, Miteq Corp.  
 Louis A. Terracciano, Frequency Electronics, Inc.  
 Patrick Verambeck,  
 Arthur B. Williams, Telebyte, Inc.

**Fashion Buying & Merchandising**

Deborah Beard, Fashion Institute of Technology  
 Rebecca Hollander, Americana Manhasset  
 Alexandra Karcev, Vandale Industries, Inc.  
 Ellen Lynch, Fashion Institute of Technology  
 Samuel Palmiotto, JC Penney  
 Kristen Pizzo, Fownes Manufacturing

**Fashion Buying & Merchandising**  
**Interior Design**

Nina Belzinski, Robert Allen Textiles  
 Eileen Katherine Boyd, Eileen Katherine Boyd Interior Design  
 Salvatore Campetiello, East End Interiors  
 Claudia Dowling, Claudia Dowling Interiors  
 Doug Katz, Pro Source  
 Susan McAuliff, Cancos Tile Corporation  
 Allison Solar, Solara Designs

**Hospitality Business**

Anthony Baffo, Saint Francis Hospital  
 Jerrilynn Burrowes, Long Island University  
 George Cherian, Northwell Health  
 Andrew Greene American Culinary Federation  
 Susan Jakuboski, Brooklyn College

**Mathematics, Computer Science, and Information Technology**

Wayne Brown, Financial Institution  
 Darci Burdge, Nassau Community College  
 Christopher DeMeo, DealerTrack  
 Carmine DeSanto, Nassau Community College  
 Jared Ganson, Nassau Community College  
 Dr. John Impagliazzo, Hofstra University  
 Dr. Robert F. Kelly, Stony Brook University  
 Frank Kirschenbaum, Equitable Life  
 Stephen Miller, Publishers Clearing House  
 Lori Postner, Nassau Community College  
 Dr. John J. Regazzi, Long Island University, CW Post Campus  
 Deana Spelman, Nassau Community College

**Mortuary Science**

Beth Dalton-Costello, Dalton Funeral Homes  
 Thomas Fusco, Dodge Chemical Company  
 Patricia Hughes, Butler-Hughes Funeral Home  
 Jeff Kassin, ESCO Chemical Co.

Doug Mathie, Horton-Mathie Funeral Home

### **Nursing**

Judith Bennett-Murray, Nassau Community College  
 Jennifer Breyer, Farmingdale State College  
 Jennifer Bryer, Farmingdale State College  
 Barbara Callahan, Long Island Jewish Medical Center  
 Lisa Chung, Franklin Hospital  
 MaryAnn Clark, C.W. Post School of Health Professions and Nursing  
 Patrick Coonan, PhD, RN, Adelphi University School of Nursing  
 Mary Ellen Cubbon, Hospice Care Network  
 Kathleen Dooney, Winthrop University Hospital  
 Brigit Durkin, Caring Hands Home Care  
 Joan Gallagher, South Nassau Community Hospital  
 Jodi Kaur, Nassau Community College  
 Joann Kurtz, NUMC  
 Karen Langer, Glen Cove Hospital  
 Monica Latayan, North Shore University Hospital  
 Irene Macyk, Steven & Alexandra Cohen Childrens' Medical Center  
 Susan Mallas, VA Medical Center  
 Christina Martinez, Nassau Community College  
 Anne Marie Menendez, Queensborough Community College  
 Sarah Mitchell, Winthrop Home Care  
 Susan Neville, NYIT School of Health Professionals  
 Maureen O'Connell, County Clerk  
 Diane Peyser, Huntington Hospital  
 Ellen Pokorny, North Shore University Hospital/Plainview & Syosset  
 Elaine Polan, VEEB  
 Thomas Rich, Nassau Community College  
 Kenneth Saunders, Nassau Community College  
 Rose Schecter, Molloy College

### **Paralegal Studies**

Joan Alexander, Nassau Community College  
 Reina Misa, Private Practice  
 Regina Bast, Westbury High School  
 Amy Belfiore, Nassau BOCES  
 Joyce W. Birdoff, Esq., Nassau Community College  
 Joanna Cheung, Garfunkel Wild P.C.  
 Joseph Caruso, Esq., Chair Legal Studies  
 Hon. Timothy Driscoll, Nassau County Supreme Court  
 Sharon Feder, Esq., Faculty  
 Faith Getz Rousso, Esq. Private Practice  
 Dean Holzmann, Esq. Faculty  
 LeKesha Hardy, Roosevelt High School  
 Ann Harrison, Esq.,  
 Warren Hoffman, Esq., Private Practice  
 William J. Horan, Esq., Private Practice  
 Robert Imrie, Esq. United States Federal Court  
 Kenneth Landau, Esq.,  
 Stephen McCaffrey, Esq., Keyspan Energy  
 Hon. Andrea Phoenix, Esq., District Court Judge  
 Colleen Ross, Hoffmann & Behar  
 Elisa Salvi, Esq., Nassau Community College  
 Maria M. Siffert, Farrell, Fritz P.C.  
 Rita Stein, Esq., Private Practice  
 Christine Tudisco, Public Sector Paralegal