

Orange County Community College

Founded 1950

An institution of higher education
established by authority of the
State University of New York
and sponsored by the County of Orange

*Accredited by Middle States Association
of Colleges and Schools*

An Equal Opportunity/Affirmative Action College

MIDDLETOWN CAMPUS

115 South Street
Middletown, New York 10940
845-344-6222

NEWBURGH EXTENSION CENTER

One Washington Center (Key Bank Building)
Newburgh, New York 12550
845-562-2454

WEB ADDRESS - www.sunyorange.edu

Orange County Community College reserves the right to make any changes, delete any courses or to effect any changes in the curriculum without notice. This right extends to administration, policies, tuition and fees and any other phase of school activity. Each student is expected to have a knowledge of the information printed in this catalog.

In accordance with Federal regulations, the New York State Human Rights Law and Section 504 of the Rehabilitation Act of 1973, Orange County Community College does not discriminate on the basis of age, color, religion, creed, disability, marital status, veteran status, national origin, race, gender or sexual orientation in employment or in the educational programs and activities which it operates.

Please note that this is a two-year catalog. Updates will be posted to the college website (www.sunyorange.edu).

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FALL SEMESTER 2005

August 23, Tuesday	New Faculty Orientation
August 24, Wednesday 9:00 am - noon	Faculty Workshop
August 25, Thursday 9:00am - 8:00pm	Last Registration Date Prior to Start of Fall 2005 Classes
August 29, Monday	Fall 2005 Day & Evening Credit Classes Begin
August 29 - September 12	Late Registration and Drop/Add
September 5, Monday	Labor Day Holiday – College Closed
September 8, Thursday	Deadline for Change To or From Audit Status First Half-Semester Courses
September 19, Monday	Deadline for Change To or From Audit Status for Semester- Long Courses; Last Day to Drop Without a "W" Grade
October 3 - December 9	Apply December Graduation – Records & Registration – Middletown Only
October 4, Tuesday	Rosh Hashanah – Classes in Session ¹
October 5, Wednesday	Last Day for Student to Withdraw from First Half Semester Courses with Grade of "W"
October 10, Monday	Columbus Day – No Classes Administrative Offices Open Until 5pm
October 11, Tuesday	Hold Monday 10/10 Classes – No Tuesday Classes
October 12, Wednesday	Last Day for Instructor Withdrawal from First Half- Semester Courses
October 13, Thursday	Yom Kippur – Classes in Session ¹
October 19, Wednesday	Second Half-Semester Courses Begin
October 24, Monday	Mid-Semester Progress Reports Due – Records & Registration – Middletown Only
October 26, Wednesday	Mid-Semester U Grades Distributed to Students
October 31, Monday	Deadline for Change To or From Audit Status – Second Half-Semester Courses
November 4, Friday	Last Day for Student to Withdraw from Semester-Long Courses with Grade of "W"
November 15, Tuesday	Last Day for Student to Withdraw from Second Half-Semester Courses with Grade of "W"
November 23, Wednesday - November 27, Sunday	Thanksgiving Recess College Closed 11/24 - 11/28
November 28, Monday	Classes Resume
November 28, Monday	Reserved Early Spring 2006 Registration for Currently Enrolled Students (Allied Health Majors or 30 or more credits completed); Payment Due 1/3/06
November 29, Tuesday - December 9, Friday	Early Registration for Spring 2006 (All Currently Enrolled and Readmitted Students); Payment Due 1/3/06
December 2, Friday	Last Day for Instructor Withdrawals for Fall 2005 – Records & Registration
December 2, Friday	Student Deadline for Total Withdrawal from College
December 8, Thursday 5:15pm-8:00pm	Early Registration Spring 2006 New Matriculants (Middletown Only); Payment Due 1/3/06
December 9, Friday	Deadline to Apply for December Graduation – Records & Registration – Middletown Only

¹ See college policy regarding religious observance

Academic Calendar

FALL SEMESTER 2005 (continued)

December 12,13,14,15 Mon, Tues, Wed, Thurs	Special Schedule for Required Last Week–Day Classes
December 10,11,13,14,15 Sat,Mon,Tues,Wed,Thurs	Special Schedule for Required Last Week – Evening and Saturday Classes
Dec 10, Saturday	Saturday Morning Classes
Dec 12, Monday	Monday Evening Classes
Dec 13, Tuesday	Tuesday Evening Classes
Dec 14, Wednesday	Wednesday Evening Classes
Dec 15, Thursday	Thursday Evening Classes
December 17, Saturday 9:00am - noon	Records & Registration Open for Grades – Middletown Only
December 19, Monday 9:00am	Final Deadline ALL Grades Due – Records & Registration – Middletown Only
December 21, Wednesday	Grades Distributed to Students
December 19, Monday - January 2, Sunday	Winter Recess Begins Administrative Offices Open 12/19 through 12/22 Until 5 pm College Closed 12/23/05 - 1/3/06

SPRING SEMESTER 2006

January 3, Tuesday	College Administrative Offices Reopen
January 3, Tuesday - January 12, Wednesday	Registration Continues – All Students (Middletown & Newburgh); Payment Due Upon Registration
January 4, 5 Wednesday, Thursday	Developmental Review Board Meets to Review Progress of All Students in the Developmental Education Program
January 6, 9-13 Friday, Monday - Friday	Developmental Review Board Decisions May be Appealed No Student Appeals Accepted After January 13 at Noon
January 5, Thursday 4:00pm	Appeals to College-Wide Review Board Due No appeals Accepted After January 5 at 4:00 pm
January 5, 6 Thursday, Friday	College-Wide Appeals Board Meets to Review Appeals
January 11, Wednesday 9:00am - noon	College Assembly and Faculty Workshop
January 12, Thursday 9:00am-8:00pm	Last Registration Date Prior to Start of Spring 2006 Classes
January 16, Monday	Martin Luther King Jr. Day – College Closed
January 17, Tuesday	Spring 2006 Day & Evening Credit Classes Begin
January 17 - January 30 Tuesday-Monday	Late Registration and Drop/Add – Middletown & Newburgh
January 26, Thursday	Deadline for Change To or From Audit Status – First Half-Semester Courses
January 30 - February 28	Apply for May Graduation – Records & Registration – Middletown Only
February 6, Monday	Deadline for Change To or From Audit Status Semester-Long Courses; Last Day to Drop Without a "W" Grade
February 16, Thursday	Last Day to Withdraw from First Half-Semester Courses With a Grade of "W"
February 27, Monday	Last Day to Apply for May Graduation – Records & Registration
March 1, Wednesday	Last Day for Instructor Withdrawal from First Half-Semester Courses
March 9, Thursday	Second Half-Semester Courses Begin
March 13, Monday	Mid-Semester Progress Reports Due – Records & Registration – Middletown Only
March 15, Wednesday	Mid-Semester U Grades Distributed to Students

SPRING SEMESTER 2006 (continued)

March 17, Friday	Deadline for Change To or From Audit Status – Second Half-Semester Courses
March 20, Monday - March 26, Sunday	Spring Recess Administrative Offices Open 3/20 - 3/24 until 5pm
March 27, Monday	Early Registration for All Summer 2006 Sessions Begins (March 27 date dependent upon delivery of Summer Bulletin) Payment due day of registration
April 3, Monday	Last Day for Student to Withdraw from Semester-Long Courses With Grade of "W"
April 13, Thursday	Passover — Classes in Session ¹
April 14, Friday	Good Friday — Classes in Session ¹
April 17, Monday	Last Day for Student to Withdraw from Second-Half-Semester Courses with Grade of "W"
April 21, Friday	Last Day for Instructor Withdrawal for Spring 2006 Courses
April 21, Friday	Student Deadline for Total Withdrawal from College
April 24, Monday	Reserved Early Fall 2006 Registration for Currently Enrolled Students (Allied Health Majors or 30 or more credits completed); Payment Due August 1
April 25, Tuesday - May 19, Friday	Early Registration for Fall 2006 (All Currently Enrolled and Readmitted Students) Payment Due August 1
May 8, Monday	Last Regular Class Meeting of Spring 2006
May 9,10,11,12 Tues, Wed, Thurs, Fri	Final Exam Period – Day Classes
May 6,9,10,11,12 Sat, Tues, Wed, Thurs, Fri, Sat	Final Exam Period – Evening and Saturday Classes
May 6, Saturday	Saturday Classes
May 9, Tuesday	Tuesday Evening Classes
May 10, Wednesday	Wednesday Evening Classes
May 11, Thursday	Thursday Evening Classes
May 12, Friday	Monday Evening Classes
May 13, Saturday 9am - noon	Records & Registration Open for Grades Middletown Only
May 15, Monday 9:00am	Final Deadline ALL Grades – Records & Registration – Middletown Only
May 18, Thursday	Grades Distributed to Students
May 23, Tuesday 5:15pm - 8:00pm	Early Registration for Fall 2006 (New Matriculants); Middletown Only
May 24, Wednesday - July 31, Monday	Registration for Fall 2006 continues (All Students) Payment Due August 1
May 26, Friday	Deadline for Students Appeals to Boards No appeals will be accepted after June 1
May 27, Saturday	Commencement
May 29, Monday	Memorial Day Holiday – College Closed
May 30, May 31 Tuesday, Wednesday	College-Wide Appeals Board Developmental Review Board
SUMMER 2006	
May 30, Tuesday - August 4, Friday	Apply for Summer Graduation – Applications at Records & Registration Office – Middletown Only
Summer Session 1	
May 30, Tuesday	Summer Session 1 - Classes Begin
June 2, Friday	Monday Classes Held (Make-Up Class for Memorial Day Holiday 5/29)
June 2, Friday	Last Day to File for Audit Status for Summer Session 1 Course

Academic Calendar

SUMMER 2006 (continued)

June 23, Friday	Last Day to Withdraw from a Summer Session 1 Course with a Grade of "W"
June 30, Friday	Last Day for Instructor Withdrawal for Summer Session 1 Course Deadline for Total Withdrawal from College for Summer Session 1 Tuesday Classes Held (Make-Up Class for Independence Day Holiday 7/4)
July 4, Tuesday	Independence Day Holiday Observed – College Closed
July 5, 6	Final Exams or Last Class for Summer Session 1
Wednesday, Thursday	
July 10, Monday	Final Grades Summer Session 1 Due – Records & Registration – Middletown Only
July 13, Thursday	Summer Session 1 Grades Distributed to Students
<u>Summer Session 2</u>	
June 26, Monday	Summer Session 2 - Classes Begin
June 30, Friday	Last Day to File for Audit Status for Summer Session 2 Course
June 30, Friday	Tuesday Classes Held (Make-Up Class for Independence Day Holiday 7/4)
July 4, Tuesday	Independence Day Holiday Observed – College Closed
July 21, Friday	Last Day to Withdraw from a Summer Session 2 Course with a Grade of "W"
July 28, Friday	Last Day for Instructor Withdrawal for Summer Session 2 Course
July 28, Friday	Deadline for Total Withdrawal from College for Summer Session 2
August 2, 3	Final Exam or Last Class for Summer Session 2
Wednesday, Thursday	
August 7, Monday	Final Grades Summer Session 2 Due – Records & Registration – Middletown Only
August 10, Thursday	Summer Session 2 Grades Distributed to Students
<u>Summer Session 3</u>	
July 10, Monday	Summer Session 3 - Classes Begin
July 14, Friday	Last Day to File for Audit Status for Summer Session 3 Course
August 4, Friday	Last Day to Withdraw from a Summer Session 3 Course with a Grade of "W"
August 11, Friday	Last Day for Instructor Withdrawal for Summer Session 3 Course
August 11, Friday	Deadline for Total Withdrawal from College for Summer Session 3
August 16, 17	Final Exams or Last Class for Summer Session 3
Wednesday, Thursday	
August 21, Monday	Final Grades Summer Session 3 Due Records & Registration (Middletown Only)
August 24, Thursday	Summer Session 3 Grades Distributed to Students Summer Graduation Applications Deadline
August 4, Friday	Last Day to File for August Graduation
<u>Fall Semester 2006</u>	
August 1, Tuesday - August 25, Thursday	Registration Fall 2006 Continues (All Students) Middletown & Newburgh Payment Due Day of Registration

FALL SEMESTER 2006

August 22, Tuesday	New Faculty Orientation
August 23, Wednesday 9:00 am - noon	Faculty Workshop
August 24, Thursday 9:00am - 8:00pm	Last Registration Date Prior to Start of Fall 2006 Classes
August 28, Monday	Fall 2006 Day & Evening Credit Classes Begin
August 28 - September 11	Late Registration and Drop/Add
September 4, Monday	Labor Day Holiday – College Closed
September 7, Thursday	Deadline for Change To or From Audit Status – First Half-Semester Courses
September 18, Monday	Deadline for Change To or From Audit Status for Semester- Long Courses; Last Day to Drop Without a "W" Grade
September 23, Tuesday	Rosh Hashanah – Classes in Session ¹
October 2 - December 8	Apply December Graduation – Records & Registration – Middletown Only
October 4, Wednesday	Last Day for Student to Withdraw from First Half Semester Courses with Grade of "W"
October 9, Monday	Columbus Day – No Classes Administrative Offices Open Until 5pm
October 10, Tuesday	Hold Monday 10/9 Classes – No Tuesday Classes
October 11, Wednesday	Last Day for Instructor Withdrawal from First Half- Semester Courses
October 18, Wednesday	Second Half-Semester Courses Begin
October 23, Monday	Mid-Semester Progress Reports Due – Records & Registration – Middletown Only
October 25, Wednesday	Mid-Semester U Grades Distributed to Students
October 30, Monday	Deadline for Change To or From Audit Status Second Half-Semester Courses
November 3, Friday	Last Day for Student to Withdraw from Semester-Long Courses with Grade of "W"
November 14, Tuesday	Last Day for Student to Withdraw from Second Half-Semester Courses with Grade of "W"
November 22, Wednesday - November 26, Sunday	Thanksgiving Recess College Closed 11/23/06 - 11/26/06
November 27, Monday	Classes Resume
November 27, Monday	Reserved Early Spring 2007 Registration for Currently Enrolled Students (Allied Health Majors or 30 or more credits completed); Payment Due 1/2/07
November 27, Tuesday - December 8, Friday	Early Registration for Spring 2007 (All Currently Enrolled and Readmitted Students); Payment Due 1/2/07
December 1, Friday	Last Day for Instructor Withdrawals for Fall 2006 – Records & Registration
December 1, Friday	Student Deadline for Total Withdrawal from College
December 7, Thursday 5:15pm-8:00pm	Early Registration Spring 2007 New Matriculants (Middletown Only); Payment Due 1/2/07
December 8, Friday	Deadline to Apply for December Graduation – Records & Registration – Middletown Only

¹ See college policy regarding religious observance

Academic Calendar

December 11,12,13,14 Mon, Tues, Wed, Thurs	Special Schedule for Required Last Week–Day Classes
December 9,11,12,13,14 Sat, Mon, Tues, Wed, Thurs	Special Schedule for Required Last Week–Evening and Saturday Classes
Dec 9, Saturday	Saturday Morning Classes
Dec 11, Monday	Monday Evening Classes
Dec 12, Tuesday	Tuesday Evening Classes
Dec 13, Wednesday	Wednesday Evening Classes
Dec 14, Thursday	Thursday Evening Classes
December 16, Saturday 9:00am - noon	Records & Registration Open for Grades Middletown Only
December 18, Monday 9:00am	Final Deadline ALL Grades Due – Records & Registration – Middletown Only
December 20, Wednesday	Grades Distributed to Students
December 18, Monday - January 1, Sunday	Winter Recess Begins Administrative Offices Open 12/18/06 through 12/22/06 until 5 pm; College Closed 12/23/06 - 1/1/07

SPRING SEMESTER 2007

January 2, Tuesday	College Administrative Offices Reopen
January 2, Tuesday - January 10, Wednesday	Registration Continues – All Students (Middletown & Newburgh); Payment Due Upon Registration
January 3, 4 Wednesday, Thursday	Developmental Review Board Meets to Review Progress of All Students in the Developmental Education Program
January 5, 8-12 Friday, Monday - Friday	Developmental Review Board Decisions May be Appealed No Student Appeals Accepted after January 13 at Noon
January 4, Thursday 4:00pm	Appeals to College-Wide Review Board Due No appeals Accepted After January 5 at 4:00 pm
January 4, 5 Thursday, Friday	Non-Developmental College Appeals Board Meet to Review Appeals
January 10, Wednesday 9:00am - noon	College Assembly and Faculty Workshop
January 11, Thursday 9:00am-8:00pm	Last Registration Date Prior to Start of Spring 2007 Classes
January 15, Monday	Martin Luther King Jr. Day – College Closed
January 16, Tuesday	Spring 2007 Day & Evening Credit Classes Begin
January 16 - January 29 Tuesday-Monday	Late Registration and Drop/Add Middletown & Newburgh
January 25, Thursday	Deadline for Change To or From Audit Status First Half-Semester Courses
January 29 - February 28	Apply for May Graduation – Records & Registration Middletown Only
February 5, Monday	Deadline for Change To or From Audit Status Semester- Long Courses; Last Day to Drop Without a "W" Grade
February 15, Thursday	Last Day to Withdraw from First Half-Semester Courses With a Grade of "W"
February 26, Monday	Last Day to Apply for May Graduation – Records & Registration
February 28, Wednesday	Last Day for Instructor Withdrawal from First Half-Semester Courses
March 8, Thursday	Second Half-Semester Courses Begin
March 12, Monday	Mid-Semester Progress Reports Due – Records & Registration – Middletown Only
March 14, Wednesday	Mid-Semester U Grades Distributed to Students
March 16, Friday	Deadline for Change To or From Audit Status Second Half-Semester Courses

March 19, Monday - March 25, Sunday	Spring Recess
March 26, Monday	Administrative Offices Open 3/19/07 - 3/23/07 until 5pm
	Early Registration for All Summer 2007 Sessions Begins (March 27 date dependent upon delivery of Summer Bulletin)
	Payment due day of registration
April 2, Monday	Last Day for Student to Withdraw from Semester-Long Courses With Grade of "W"
April 3, Tuesday	Passover—Classes in Session ¹
April 6, Friday	Good Friday—Classes in Session ¹
April 16, Monday	Last Day for Student to Withdraw from Second-Half-Semester Courses with Grade of "W"
April 20, Friday	Last Day for Instructor Withdrawal for Spring 2007 Courses
April 20, Friday	Student Deadline for Total Withdrawal from College
April 23, Monday	Reserved Early Fall 2007 Registration for Currently Enrolled Students (Allied Health Majors or 30 or more credits completed); Payment Due August 1
April 24, Tuesday - May 18, Friday	Early Registration for Fall 2006 (All Currently Enrolled and Readmitted Students); Payment Due August 1
May 7, Monday	Last Regular Class Meeting of Spring 2007
May 8,9,10,11	Final Exam Period – Day Classes
Tues, Wed, Thurs, Fri	
May 5,8,9,10,11	Final Exam Period – Evening and Saturday Classes
Sat, Tues, Wed, Thurs, Fri, Sat	
May 5, Saturday	Saturday Classes
May 8, Tuesday	Tuesday Evening Classes
May 9, Wednesday	Wednesday Evening Classes
May 10, Thursday	Thursday Evening Classes
May 11, Friday	Monday Evening Classes
May 12, Saturday	Records & Registration Open for Grades
9am - noon	Middletown Only
May 14, Monday	Final Deadline ALL Grades/Records & Registration
9:00am	Middletown Only
May 17, Thursday	Grades Distributed to Students
May 22, Tuesday	Early Registration for Fall 2007
5:15pm - 8:00pm	(New Matriculants); Middletown Only
May 23, Wednesday - July 31, Monday	Registration for Fall 2007 continues (All Students)
May 25, Friday	Payment Due August 1
	Deadline for Students Appeals to Boards
	No appeals Accepted after June 1
May 26, Saturday	Commencement
May 28, Monday	Memorial Day Holiday – College Closed
May 29, May 30	College-Wide Appeals Board
Tuesday, Wednesday	Developmental Review Board
	SUMMER 2007
May 29, Tuesday - August 3, Friday	Apply for Summer Graduation. Applications at Records & Registration Office – Middletown Only
	Summer Session 1
May 29, Tuesday	Summer Session 1 Classes Begin
June 1, Friday	Monday Classes Held (Make-Up Class for Memorial Day Holiday 5/28)
June 1, Friday	Last Day to File for Audit Status for Summer Session 1 Course
June 22, Friday	Last Day to Withdraw from a Summer Session 1 Course with a Grade of "W"
June 29, Friday	Last Day for Instructor Withdrawal for Summer Session 1 Course

Academic Calendar

June 29, Friday	Deadline for Total Withdrawal from College for Summer Session 1
July 4, Wednesday	Independence Day Holiday Observed – College Closed
July 5, 6	Final Exams or Last Class for Summer Session 1
Thursday, Friday	Friday is Make-Up Class for Independence Day Holiday 7/4
July 9, Monday	Final Grades Summer Session 1 Due – Records & Registration – Middletown Only
July 12, Thursday	Summer Session 1 Grades Distributed to Students
<u>Summer Session 2</u>	
June 25, Monday	Summer Session 2 Classes Begin
June 29, Friday	Last Day to File for Audit Status for Summer Session 2 Course
July 4, Wednesday	Independence Day Holiday Observed – College Closed
July 6, Friday	Wednesday Classes Held (Make-Up for Independence Day Holiday 7/4)
July 20, Friday	Last Day to Withdraw from a Summer Session 2 Course with a Grade of "W"
July 27, Friday	Last Day for Instructor Withdrawal for Summer Session 2 Course
July 27, Friday	Deadline for Total Withdrawal from College for Summer Session 2
August 1, 2	Final Exam or Last Class for Summer Session 2
Wednesday, Thursday	
August 6, Monday	Final Grades Summer Session 2 Due – Records & Registration – Middletown Only
August 9, Thursday	Summer Session 2 Grades Distributed to Students
<u>Summer Session 3</u>	
July 9, Monday	Summer Session 3 Classes Begin
July 13, Friday	Last Day to File for Audit Status for Summer Session 3 Course
August 3, Friday	Last Day to Withdraw from a Summer Session 3 Course with a Grade of "W"
August 10, Friday	Last Day for Instructor Withdrawal for Summer Session 3 Course
August 10, Friday	Deadline for Total Withdrawal from College for Summer Session 3
August 15, 16	Final Exams or Last Class for Summer Session 3
Wednesday, Thursday	
August 20, Monday	Final Grades Summer Session 3 Due – Records & Registration – Middletown Only
August 23, Thursday	Summer Session 3 Grades Distributed to Students
August 4, Friday	Summer Graduation Application Deadline Last Day to File for August Graduation
<u>Fall Semester 2007</u>	
August 1, Tuesday -	Registration Fall 2007 Continues (All Students)
August 23, Thursday	Middletown & Newburgh Payment Due Day of Registration

Message from the President

Dear Student:

On behalf of the faculty and staff at SUNY Orange, I welcome you to the College.

We are committed to helping you enrich your life through learning and in deepening your appreciation of culture, of our place in history and of your broadened sense of responsibility as a full participant in a democratic society.

You will find here a rigorous academic environment and a caring and dedicated faculty who will guide the development of your critical thinking and broaden your appreciation of the best that previous generations have bequeathed to us. They will also prepare you for whatever career field you choose or for transfer to a senior college or university where you will join many other SUNY Orange graduates who are among the best-prepared and highest achievers.

I encourage you, too, to further enrich your college life by taking advantage of the many clubs on campus, to strive for admission to the Phi Theta Kappa honor society and the Honors Program, to hone your leadership potential as a member of the Student Senate and to take an active part in the myriad of projects organized and executed by students for the betterment of the communities we serve.

Our counselors and advisors will assist you with any questions you may have about the College or our programs and services, about financial aid or scholarships, about child care services or any other issue which you think may be a barrier to continuing your education.

I hope to be able to greet you soon at an orientation session for new students and to see you on campus from time to time. My sincerest wish for you, though, is that in the near future I have the honor of shaking your hand at graduation, recognizing your effort and commitment, and wishing you well in your well-earned and responsible place in society as an educated person.

Very truly yours,



President



Orange County Community College

Orange County, located in the mid-Hudson region, is one of the fastest-growing counties in New York State.

Orange County Community College has touched the lives of countless numbers of the county's 350,000 residents through its credit programs, non-credit programming and cultural events. As the needs of the community grow, the college will continue to play a significant role in the county's endeavor to face the challenges and to profit from the opportunities that await it.

Orange County Community College was founded in 1950 as the first county-sponsored community college in the State University of New York system.

Classes were originally opened to 160 students in the carriage house of a donated Middletown estate. Classes were offered in the estate mansion, Morrison Hall, in 1951. The college currently consists of 14 buildings on a 37-acre campus in Middletown and an Extension Center in the Key Bank Building in Newburgh. Credit and non-credit courses are also offered in Port Jervis, Warwick and Central Valley.

The college has earned its reputation as a pioneer and innovator in meeting the needs of its students and the area it primarily serves. Orange County Community College was the first two-year college in the nation to offer the associate degree nursing program and studies in electron microscopy; and in 1982, the college was the first community college to plan and co-sponsor with local chambers of commerce a business institute.

Accredited by Middle States Association of Colleges and Schools, academic credits can be earned through full or part-time study in the day, evening, or both. The college offers three degrees—the Associate in Arts, Associate in Science, and Associate in Applied Science. The college also offers extensive technical programs in career fields (with transfer options) and one-year certificates.

Public and private four-year colleges actively seek our graduates for transfer into baccalaureate programs as third-year students.

In cooperation with other educational agencies, the college also presents programs for academically-gifted high school seniors, for business and professional people, and by special arrangement with nearby universities for graduate students.

More than 420,000 people have enrolled in a wide range of credit and non-credit classes at the Middletown campus, the Newburgh Extension Center and satellite locations across Orange County.

Consistent with its mission to meet the higher education needs of students, the college is noted for its close student-faculty relationships and emphasis on advising and counseling.

The Counseling and Guidance Center makes its full range of services (see page 159) available to all full and part-time students at no cost. The Center for Adult Lifelong Learning (C.A.L.L.), which provides counseling, testing, a lounge area and peer support among other services for the adult student, is typical of how the college seeks to serve the needs of students.

In addition to offering formal instruction to students in both the day and evening, the college engages in a variety of other activities. It sponsors a series of lectures and artistic performances for the students, staff and faculty to which the public is invited.

The Campus

Orange County Community College is located on beautiful and picturesque grounds landscaped with trees and flowers indigenous to the region. Many paths and walks criss-cross the 37-acre former estate. The campus originally consisted of two buildings. The mansion, called Morrison Hall in honor of its donors, now houses administrative and faculty offices. A magnificent example of turn-of-the-century craftsmanship, Morrison Hall contains beautiful wood carving, mosaic work, stenciling, ornate marble fireplaces, and a large stained glass window designed by Louis Tiffany. Horton Hall, the former carriage house, now provides instructional space for chemistry and geology.

Another eight buildings have been added over the years to complete the campus. Hudson Hall, Harriman Hall, and the Bio-Medical Technology buildings contain classrooms, lecture halls, laboratories, and faculty offices. The Sarah Wells building houses faculty offices and child care services. Orange Hall contains a well-equipped theater as well as rehearsal rooms and performance space. The Learning Resource Center contains over 95,000 print and non-print resources, videotapes, computer software, and compact disc collections. The Learning Resource Center can comfortably accommodate 700 patrons.

The College Commons houses a cafeteria and dining room which seats 750 people; the college bookstore; the counseling and guidance center offices; the offices of financial aid and job placement; the offices of admissions, registration and records, bursar, and health services; student lounges and offices; the student activities office; student success center, and the office of the vice president for student development.

The physical education facility contains six handball courts, a swimming pool, the main gymnasium (capacity 3,000), human performance lab, three classrooms, a rifle range, and an exercise room. Adjacent to the building are soccer and softball fields and tennis courts.

Fifty general classrooms and lecture halls are available for instruction. Laboratories include 7 in biology, 3 each in chemistry and physics, 3 in medical laboratory technology, 3 each in electrical technology and architectural drafting, and laboratories for dental hygiene, occupational therapy assistant, physical therapist assistant, electron microscopy, nursing, criminal justice, radiologic technology, and instrumentation and computation. Art, music, theater, and office technology each have well-equipped instructional space. The learning resources center, writing and reading laboratories, geology lab, greenhouse, instructional media center, word-processing lab, and mini- and micro-computer facilities in physical sciences and computer information systems complete the range of instructional space.

Newburgh Extension Center

The college serves many of the educational needs of the citizens of Eastern Orange County at its Extension Center in Newburgh. Located at One Washington Center, the Extension Center is equipped with 17 classrooms including four computer labs, two technology training labs, an English as a second language lab, reading center, writing center, Math lab, two science labs, a dining facility, and a breathtaking view of the Hudson River.

There are a wide array of courses and services available at the Center. Over 100 course sections are offered each semester and "one-stop" registration provides students with the convenience of meeting with an academic advisor and completing the entire registration process on-site. Though students may complete many of their degree

The Campus/Extension Centers

requirements at the Center, they must complete some of the course work at the college's Middletown campus. There is a daytime shuttle bus service available between the Middletown and Newburgh campuses during the fall and spring semesters.

The Continuing & Professional Education Department offers a variety of non-credit courses at the Newburgh Extension Center, including business training, personal enrichment, personal & professional development and workforce preparation classes.

Computer training classes, the non-credit Administrative Medical Office Program and our English-As-A-Second Language (ESL) course offerings are among the most popular. Persons age 60+ can enroll in the Over Sixties Program, which allows them to take credit classes free of charge. A coordinator is available to help students determine which course best meets their needs and interests.

The Extension Center is the home to the Center for Youth Development which provides services for youth attending the Newburgh Enlarged City School District. The Liberty Partnerships Program, funded through the New York State Education Department, offers academic support services, counseling, workforce preparation, mentoring, cultural enrichment and parental involvement activities to junior and high school youth. Youth are provided educational support, employment training, community service opportunities and entry-level work along a career path. The program also offers a pre-collegiate program that provides high school students the opportunity to learn the college selection process, search for colleges, prepare for the SAT, and visit college campuses.

Other Services at the Center

- Kindercollege provides educational child care to children (ages 2-5) of students and the community.
- Career Services Center assists students in choosing and preparing for a career.
- The Tutorial Program provides tutors for students experiencing academic difficulties.
- A Learning Resource Center (LRC) assists students in finding research and reference information.

Satellite Locations

The college also offers evening credit and non-credit courses at Port Jervis High School, Warwick Valley High School, and Monroe-Woodbury High School. Students may choose from courses in Psychology, Early Childhood Education, Physical Education, Business, Criminal Justice, Art, Math, and English to name a few. In addition, a number of non-credit computer, leisure, language, art, and photography courses are offered throughout the semester. The variety of courses for college credit and the wide array of non-credit offerings enable individuals to take courses towards a degree, expand their job skills, or take some personal enrichment classes closer to home or work.

College Mission and Goals

MISSION

We are a community of learners dedicated to reaching out to all citizens of Orange County to enrich their lives through the highest-quality education possible. Intellectual rigor, personal commitment and enhanced citizenship distinguish a SUNY Orange education which will enhance students' economic opportunities, deepen their appreciation of culture and of their place in history while broadening their sense of responsibility in a democratic society.

VISION

We will be the best college in the SUNY System, the college of choice for all Orange County citizens. We welcome all as individuals, ensure academic and intellectual challenge, and mentor all in a caring, supportive environment. Students will remember the College as one of their most richly rewarding experiences, the compass that guides their continued development. We consistently renew our promise to be a most rigorous and caring academic institution, to provide visionary leadership, and to create a symphony of opportunity for personal and professional growth. We aspire to be the most efficient in shepherding public resources and to be a strategic force in enhancing the quality of life in Orange County and beyond.

VALUES

As community college educators our professional lives are informed by shared values of mutual respect, integrity in the rigorous and honest pursuit of academic inquiry, and a commitment to the highest standards of excellence in all we do. We further value a spirited dedication to service, a celebration of culturally rich campus environs, and the gathering to our community of the most varied mixture of maturity, ethnicity, patterns of thought, language and spirituality. Our sense of ethical and democratic responsibility bonds us to one another. All those who come here will experience at SUNY Orange a sense of belonging to a special community of learners and will speak with pride of our openness and inspiration in the creation of the strongest sense of local and global community.

College Mission and Goals (continued)

To fulfill its mission, the college has established the following goals:

- to provide courses in the arts, sciences, health professions, humanities, business and technology at the level of Associate degree programs; certificates, training and development programs to meet student needs for further education, employment and personal growth.

-to offer a broad program of general education so that students learn to communicate and reason effectively; make independent judgments; and develop an appreciation for learning, a respect for diverse cultures and individuals and a desire for self and societal improvement.

- to implement technological delivery systems in Academic, Student and Administrative Services.

- to serve as a resource for economic development to business, industry, government and the community.

- to enrich the life of the community by providing cultural, educational and recreational events and access to college resources for appropriate community activities.

- to provide access for a diverse student population.

- to provide comprehensive academic, student development and auxiliary support services to that each student has the opportunity to perform at his/her highest level.

- to offer students the opportunity to learn with a diverse and highly qualified faculty and staff committed to excellence in teaching and service to students.

- to provide a clean, safe, attractive and accessible college.

- to expand funding sources of the college through revenue generating initiatives.

Enrollment Information

Admission Procedures

Tuition, Fees, & Other Expenses

Refund Schedules

Financial Aid



Admissions Procedures

Admission to Orange County Community College is open to all applicants who are graduates of an accredited and registered high school, recipients of a state high school equivalency diploma, individuals who qualify for the 24-Credit Hour Program (see page 21, 24-Credit Hour Program) or home-schooled students who meet certain criteria (see page 21, Home-Schooled Students).

Financial aid is available from a variety of federal and state sources to assist eligible students with the cost of a college education. If you have applied, or intend to file for financial aid, official acceptance to the college is required to receive funding. Individuals who plan to file with V.E.S.I.D. (Vocational and Educational Services for Individuals with Disabilities) or Social Security must also apply for formal admission to the college.

You are a candidate for an associate degree or certificate if you have formally applied for admission and have been officially accepted by the college. Formal admission (matriculation) provides you with:

- the assurance of knowing that your course requirements for degree or certificate completion will not change, even in the event that the college revises its program requirements during your period of study;
- an academic advisor to assist you with planning your course work;
- priority in registering for courses at an early date in the previous semester;
- thorough appraisal of transfer credits and/or credits earned through examination.

If you have not made application to the college before, complete the following steps. If you have previously applied to and attended the college as a matriculated student, see the section on readmission on page 21.

Application Process: Full-Time or Part-Time Matriculated Study

You can obtain an application for admission by phone or in person from the Admissions Office, Orange County Community College, 115 South Street, Middletown, New York, 10940, phone (845) 341-4030; or at our Newburgh Extension Center, One Washington Center, Newburgh, New York, 12550, phone (845) 562-2454. You can also find us on the web at www.sunyorange.edu.

All applicants are urged to read the College Viewbook which contains the Admission Application as well as special instructions and requirements for our Health Professions and other special programs. You can request hard copy as stated previously or visit the Admissions web page by following the links from the college web site as above.

Orange County high school students can obtain an application from their high school guidance offices.

Forward application with a \$30 *non-refundable* fee to the Admissions Office, payable to Orange County Community College.

Request that your high school forward an official transcript of your grades directly to the Admissions Office, Orange County Community College.

Applicants who have a high school equivalency diploma may forward a notarized copy of the original diploma and/or a notarized copy of the original equivalency test scores and an official high school transcript of work completed to the Admissions Office. Official copies of the high school equivalency diploma and test scores can be obtained from: The University of the State of New York, State Education Department, Bureau of Higher and Professional Education Testing, Albany, New York, 12224, or call (518) 474-5906.

Transfer students should request their previous institutions forward official copies of transcripts for the purpose of transferring credit. Transcripts should be sent directly to the Admissions Office. All secondary and post-secondary records originating in non-English speaking countries must be in English translation by an official translating agency.

24-Credit Hour Program

An applicant who wishes to obtain admission to, or enrollment at, Orange County Community College and does not hold a bona fide high school diploma or a high school equivalency diploma (this includes those students who have achieved an IEP or an Individual Education Program diploma) may apply to the college for the 24-Credit Hour Program. This program allows New York State residents who are 17 years of age or older and whose class has graduated or who have been out of high school for one year to attend the college, accumulate 24 college-level credits in specified academic courses with a C or better average and apply to the New York State Department of Education for a GED. For further information and an application, call Admissions at (845) 341-4030.

Students holding IEP diplomas can and should be in contact with the Office for Special Services for the Disabled at (845) 341-4642 if they wish to be considered for reasonable accommodations to help them achieve their educational goals.

Home-Schooled Students

Home-schooled students who wish to obtain admission to, or enroll at, Orange County Community College must hold a high school diploma from an accredited or registered high school, a high school equivalency diploma, or have a letter from their school district attesting to the fact that they have met the requirement for evidence of completing a four year high school course of study or the equivalent.

Home-schoolers who have earned a high school diploma from a correspondence school or a certificate of completion from a home-study program must present, along with their application information and transcripts, proof that the correspondence school or home-schooled program is registered or recognized by its own state department of education.

If you have been home-schooled and wish to discuss your academic and career goals as they relate to Orange County Community College, please call (845) 341-4030.

Readmission to the College

Former Orange County Community College students who were admitted previously and have not attended this institution for one semester or more are required to file a readmission application form. Note that while Orange credits are always valid, an evaluation of the age of selected credit courses identified by the department as critical to the program may result in requiring the student to enroll in additional course work to complete their degree at the college.

Students on Probation: If the student chooses to sit out one or more semesters, upon their return they will be limited to no more than 14 credits. They must take their required developmental courses first, and continue to enroll in them until they successfully complete them.

Separated Students: If the student takes a mandatory or voluntary separation for one year, upon their return they will be limited to no more than 14 credits. They must take

Admissions Procedures

their required developmental courses first and continue to enroll in them until they successfully complete them.

If the student appeals the Review Board's decision to require that the student be separated, the Appeals Board decision applies for the next semester only. If the student chooses the separation rather than following the Appeals Board requirements, upon their return, they will be limited to no more than 14 credits. They must take their required developmental courses first and must continue to enroll in them until they successfully complete them.

Forward the readmission application to: Admissions Office, Orange County Community College, 115 South Street, Middletown, New York, 10940. A non-refundable \$20.00 fee is required for processing.

Students applying for a second degree must reapply to the college. A non-refundable \$30.00 application fee is required for processing.

Transfer to Orange County Community College

Transfer students follow the application process described for new students. In addition, official transcripts of previous college work should be sent to the Admissions Office. Credits taken at another accredited college or university are evaluated on an individual basis. Courses completed with a grade of C or better are considered for transfer to the college. A limit of 30 transfer credits are accepted if applicable towards a first degree. (See also Multiple Associate Degrees.)

Student Right to Know

Orange County Community College is complying with Federal Regulations which require that undergraduate completion, or graduation rates, be made available to all credit students. The college is required to make available specific statistical data to each credit student before he or she makes a financial commitment to the college.

APPLICATION DEADLINES:

Fall Semester

1. Dental Hygiene, Massage Therapy, Medical Laboratory Technology, Nursing, Part-time Evening Nursing, Occupational Therapy Assistant, Physical Therapist Assistant and Radiologic Technology applications must be received in the Orange County Community College Admissions Office (Middletown Campus) on or before February 1. Please request the Health Professions Brochure or the College Viewbook/Application for more details regarding the admissions requirements and procedures by calling Admissions at (845) 341-4030.
2. All other programs - August 21 - Deadline may be extended; however, students are encouraged to apply as early as possible so they can take advantage of Early Registration.
3. International Students - Please see page 28 under International Students for special deadlines and procedures.
4. Honors Program - May 1 - Please see page 24 for admission to the Honors Program and more detail on the program.

Spring Semester

1. Dental Hygiene, Massage Therapy, Medical Laboratory Technology, Nursing, Part-time Evening Nursing, Occupational Therapy Assistant, Physical Therapist Assistant and Radiologic Technology and Visual Communications - These programs are not offered in the Spring semester. Please call the Admissions Office at (845) 341-4030 and request a Health Professions Brochure or the College Viewbook/Application for details regarding requirements and the admissions process for the programs noted above.
2. All other programs - January 11 - Deadline may be extended; however, students are encouraged to apply as early as possible so they can take advantage of Early Registration.
3. International Students - Please see page 28 under International Students for special deadlines and procedures.
4. Honors Program - December 1 - Please see page 24 for admission to the Honors Program and more detail on the program.

Summer I and Summer II

1. All programs* - May 25 (Summer I) and June 25 (Summer II) respectively.
2. Honors Program - May 1 - all three summer sessions.

*Health Professions and Visual Communications programs not offered Summer I and II; see Fall and Spring semester deadlines on page 22 and above.

Placement Assessment

All newly-admitted students participate in a required assessment of skills prior to registering for courses. Individual skill levels are determined in the areas of English and mathematics; as a result, students are placed in courses at the appropriate level of skill and are provided with additional instructional support, if required, at this time. Students who successfully complete a college level English or math course may apply for a Placement Assessment Waiver. See special assessment instructions for Dental Hygiene, Massage Therapy, Medical Laboratory Technology, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant and Radiologic Technology in the admission application instructions in the College Viewbook or the Health Professions Brochure.

Students with Disabilities

The Office of Special Services provides a comprehensive range of accommodations which promote the full integration of students with disabilities into the mainstream college environment. Accommodations are individualized to meet the needs of each student and may vary depending upon the disability. Documentation must be current, reflecting the student's current level of functioning as related to his or her disability. Typically, documentation generated within the past three years is considered current.

While it is the college's responsibility to notify students of services and how to access those services, it is the student's responsibility to self-identify and request accommodations. For more information, call (845) 341-4642.

Admissions Procedures

NY State Department of Health Mandatory Proof of Immunization

New York State Law requires that all students taking six or more credits born on or after January 1, 1957 provide proof of immunity to measles, mumps, and rubella. Acceptable proof of immunity requires two dates of measles immunization, one of rubella and one of mumps, all given after 1968, and on or after your 1st birthday. STUDENTS WILL NOT BE ALLOWED TO REGISTER UNTIL THEY HAVE SUBMITTED THEIR IMMUNIZATION RECORDS TO THE COLLEGE HEALTH SERVICES OFFICE SHOWING PROOF OF AT LEAST ONE MEASLES IMMUNIZATION.

Immunizations are not provided on campus. They are available free of charge to prospective college students through the Orange County Department of Health. If you believe you qualify for an exemption based on medical or religious reasons, or have any further questions about these requirements, please call Health Services at (845) 341-4870.

Part-Time Study Without Application for Admission

High school graduates and persons holding high school equivalency diplomas may enroll in up to 11.5 credits, or less, a semester without making formal application for admission to the college. An enrolled student who has completed a total of 11.5 credits of course work is *required* to apply for formal admission to the college before proceeding with his or her studies. Formally admitted or matriculated students receive priority in registering for courses based on the number of credits completed at an early date in the previous semester. Students also receive assistance from faculty advisors in planning their programs of study. The college enforces this policy to ensure that all students receive reliable advice pertaining to selection of program and courses.

Part-time students who plan to apply for financial aid are *required* to make formal application for admission to the college (see page 20 on *Application Process*). Persons who are filing for benefits through Veteran's Administration, V.E.S.I.D. (Vocational & Educational Services for Individuals with Disabilities), or Social Security must also apply for formal admission to the college.

Admission to the Honors Program

Admission requirements are for first-time college students, transfers, current SUNY Orange students, GED holders and 24-Credit Hour students.

Applicants who are first-time college students or transfers should follow the regular college admissions process as described in our Viewbook/Application. Applicants wishing to be considered for admission to the Honors Program must indicate this intention in the appropriate place on the admission application.

Applicants who are current SUNY Orange students, including those presently enrolled in the 24-Credit Hour Program, will be required to file an Honors Program intent form with the Admissions Office.

The Viewbook/Application for first-timers and transfers and the Honors Program Intent form for current SUNY Orange students may be picked up at the Admissions Office at both the Middletown Campus in the College Commons (845-341-4030) or the Newburgh Extension Center (845-562-2454).

All admission applications, Honors Program intent forms and any required documentation must be submitted to the SUNY Orange Admissions Office, Middletown campus, on or before the deadlines published on page 22.

The Honors Program is open to both full and part-time matriculated students.

1. **All Applicants:** must take the required College Placement Assessment in English and math to be eligible for consideration for admission to the Honors Program. Applicants must place into Freshman English I. Those who have taken and passed a college-level English or math may obtain an Assessment Waiver. More information on assessment and waivers will be sent when the admissions application is received.
2. **First Time College Students:**
 - a) Graduate of a college prep high school program with *at least one* of the following:
 - 1) high school average of 90% at the end of junior year;
 - 2) graduated in the top 10% of the class;
 - 3) combined SAT score of 1200;
 - 4) ACT score of 27.
 - b) Placement on the Orange Placement Assessment into Freshman English I.
 - c) Two letters of recommendation from faculty, counselors, administrators or mentors.
3. **High School Seniors Who Have Accumulated College Credits**
 - a) High school seniors who have accumulated between 1 and 11.5 credits must meet the requirements in items #1 and #2. If the student has taken Freshman English I or its equivalent at another college, they must have earned a grade of A. The cumulative average for completed college courses must be 3.5.
 - b) High school seniors with 12 or more college credits must meet transfer student requirements as outlined in item #4.
4. **Transfer Students:**
 - a) 12 or more calculated credits with a CQPA of 3.5 from another college(s).
 - b) Two to five page typed essay to be included with the admissions application for evaluation.
 - c) Two letters of recommendation from faculty.
 - d) Honors courses taken at other colleges will be accepted toward the SUNY Orange Honors Program, where appropriate, following current transfer course guidelines. *Note: Students may meet an Honors English course requirement with a course previously taken at another college. They must have a grade of "A" in an appropriate transfer English course or have a grade of 4 in Advanced Placement English from high school. If using the AP English from high school, they must also submit the essay component of the AP English exam for evaluation.*
5. **Current SUNY Orange Students:**
 - a) 12 or more calculated credits with a CQPA of 3.5.
 - b) Two letters of recommendation from faculty.
 - c) Two to five page typed essay to be included with the admissions application for evaluation. *Note: If student has already achieved an "A" in Orange's course*

Admissions Procedures

Freshman English I, the above noted essay and Honors English I requirement will be satisfied. If they have already achieved a grade of A in both Freshman English I and II at Orange, the above-noted essay and the Honors English I and II requirements will be satisfied.

6. GED and 24-Credit Hour Students:

- a) **GED holders**, although they do not hold a college-prep high school diploma, may meet the requirements outlined under first-time college students (minus the college prep diploma). If they meet one of the four requirements under letter a, section 2, plus letters b and c above, they may apply following those instructions and requirements. Also, they should see above if they decide to apply as a first-time college student. If they do not meet the aforementioned requirements, they may apply under the guidelines for current SUNY Orange students.
- b) **24-Credit Hour Students** may follow the requirements and procedures for current SUNY Orange students.

For detailed curriculum information, see page 64 of this catalog.

Admission to the Health Professions Programs

There are certain admission procedures and requirements that are applicable only to Nursing (day), Massage Therapy, Occupational Therapy Assistant, Physical Therapist Assistant, Dental Hygiene, Radiologic Technology, Medical Laboratory Technology, and Part-time Evening Nursing programs. We have included a short version of the Health Professions Degree Program Admission Requirements in this publication

It is imperative that all interested students contact the Admissions Office by mail, e-mail, phone or in person to request a copy of the College Viewbook/Application and the Health Professions Admissions Brochure. These publications give in-depth descriptions of all admission requirements and procedures for the Health Professions Programs as well as answers to many related questions.

Our address, phone number and web site are as follows:

Office of Admissions
Orange County Community College
115 South Street
Middletown, New York 10940
Phone: (845) 341-4030
Web site: www.sunyorange.edu

Admission Deadlines: See on page 22.

Academic Admission Requirements: Academic courses required for admission consideration for each health-related program are stated in detail in the College Viewbook/Application and the Health Professions Brochure. Applicants who have not taken the required courses in high school will find college courses that can be taken to make up their high school deficiencies in the above noted publications. Grades and cumulative averages necessary for consideration are also stated in these publications.

Admission Procedures: New and continuing students applying to the health-related programs follow the general application process as stated on page 20 of this catalog plus any additional steps as stated in the College Viewbook/Application and Health Professions Brochure.

**Health Professions Degree Programs
Admission Requirements**

CRITERIA	PROGRAM	Dental Hygiene	Massage Therapy	Radiologic Technology	OTA	PTA	Medical Lab Tech	Nursing (Day & PT Evening)
APPLICATION / INTENT FORM	Complete and submit; all criteria must be met by February 1st for consideration	x	x	x	x	x	x	x
BIOLOGY	Introduction to Bio. (31121) with 2.00 or better, or General Bio. (31101) with a 2.00 or better, or AP Bio. with a 3 or better, or equiv. from another coll/univ with 2.00 or better; Course must be completed within 10 years of desired program entry date (as of 2005) -variance dealt with individually	x	x	x	x	x	x	x
CHEMISTRY	One year of Col Prep Chem (regents) with 75 average or better	x		preferred			preferred	
	or	or		or			or	
	Elements of Chem and Physics (37110) with 2.00 average or better, or equivalent from another coll/univ with 2.00 or better	x		preferred			preferred	
ENGLISH (read/writing)	Assess into Freshman Eng. 1 (11101) or completion of dev. courses or successful completion of Freshman Eng. I at another College	x	x	x	x	x	x	x
ALGEBRA	Assess into Intermediate Algebra (38104) or completion of Elementary Algebra (38103) w/2.00 or better	x	x	x	x	x	x	x
MASSAGE THERAPY ONLY	Proof of 2 one-hour bodywork sessions (one Swedish, one shiatsu) from 2 different New York State Licensed Massage Therapists. (verif. forms available)		x					
OTHER	Minimum HS GPA of 75 or GED or minimum HS average of 75 or GED and up to 11.5 college credits with a minimum 2.00 GPA, or 12 or more college credits with a minimum 2.00 GPA	x	x	x	x	x	x	x
	Informational CD (Implementation Time TBA)	x	x	x	x	x	x	x

Admissions Procedures

Health Professions Program Physical Forms: The college's Physical Examination Form is to be used. Students accepted into Health Professions programs are required to meet New York State Hospital Code requirements and agency requirements prior to admission to clinical sites. All students must have an annual physical examination and Mantoux test for Tuberculosis screening, as well as proof of immunity to Rubella regardless of age, verification of Varicella immunity and proof of Hepatitis B vaccination or a signed statement of declination of Hepatitis B vaccine. The Hepatitis B vaccine is recommended for all Health Professions students as a safe and effective method of preventing Hepatitis B infection. All students must be, to the best of the practitioner's knowledge, free from any physical or mental impairments which would impose a potential risk to patients or might interfere with the performance of his or her duties. Questions about these requirements should be directed to the chairperson of the department in which the student is enrolled. Physicals are to be submitted to the Health Services Office no later than August 1st. Physicals submitted after August 1st will be subject to a \$25.00 late fee.

NOTE: An individual who has charges pending or has ever been convicted of a felony or misdemeanor and/or has been found guilty of professional misconduct or negligence may not be eligible to be licensed/certified as either an R.N. or other health care professional. These matters may be discussed before applying for admission to the specific program at the Office of Professional Discipline, New York State Education Department. Applicants must have United States citizenship or permanent residence status to obtain a dental hygiene license

International – Nonimmigrant Students

This school is authorized under Federal Law to enroll nonimmigrant students.

In order to be considered for admission to Orange County Community College as an International - Nonimmigrant Student, please follow the steps below:

1. Request a complete International Student packet from the Admissions Office (see address and phone number at the end of this section).
2. Submit college application and non-refundable fee of \$30.00. Money orders must be drawn from a United States bank and be in U.S. currency. The name on the application must match the name on the passport.
3. Submit all special International Student forms, including the Educational Data Form, English Proficiency Document, and the SUNY Financial Statement Form (with all supporting documentation) as stated in the International Student packet instructions.
4. Submit the results of the Test of English as a Foreign Language (TOEFL) if your native language is not English. The minimum acceptable scores for TOEFL are as follows: 200 (computer-based), 533 (paper-based).
5. Submit the original copy of an official English translation of all prior secondary school and university work (details provided in International Student packet). This includes records showing courses and marks, certificates, and diplomas. The translation must be done by your consulate or a recognized translation agency.
6. Submit a completed Physical Form from a physician.
7. Provide proof of immunization as required by New York State Health Law (see page 24).

Special Notes Regarding International Students

International Students are subject to a tuition rate of \$2,900 per semester. See section on Tuition, Fees, and Other Expenses for more information.

Application deadlines will be adhered to and are as follows:

Fall Semester (September start) – **June 1**

Spring Semester (January start) – **October 1**

Summer Semester (June start) – **March 1**

International students interested in applying for one of our Health Professions programs must check related application deadlines on page 22.

The Admissions Office must be in receipt of all requested application materials by the published deadlines listed above in order to be considered an international applicant for admission.

The Form I-20A-B (Application for Student Visa/F-1) will be sent only to International students who meet all admission criteria and are formally accepted to SUNY Orange.

An international student must be enrolled as a full-time student (12 or more credit hours) each semester in attendance.

Students with Tourist Visas (B-1, B-2)

U.S. Immigration Law states that anyone who arrived in the United States on a Tourist Visa on or after April 12, 2002 is not permitted to enroll for a full course of study.

Student and Exchange Visitor Information System (SEVIS)

Starting January 30, 2003, it is mandatory by law that this institution collect and report information for the United States Citizenship and Immigration Services (USCIS). **Enrolled international students will be responsible for keeping the international student advisor apprised of information related to these new immigration laws.** Further information will be provided to international students upon their arrival to the college. Students must make an appointment and meet with the international student advisor in the Office of Admissions upon arrival in the United States. Call (845) 341-4030 for an appointment.

For further information, contact the Director of Admissions, Orange County Community College, 115 South Street, Middletown, NY 10940. Phone (845) 341-4030.

Weekend College

Orange County Community College offers selected classes on Saturday mornings. We offer these semester-long classes to help meet the educational needs of individuals for whom traditional meeting times conflict with home or work responsibilities. *These classes meet each Saturday unless otherwise noted in the Schedule of Courses.*

Developmental Studies/Learning Assistance Services

Newly-accepted students whose placement results indicate a need for additional growth in reading, writing and mathematics abilities are given special advisement and counseling concerning specific course selection and programming. In addition, students may be placed into college seminar, a small group discussion class which reinforces

Admissions Procedures

academic skills students are acquiring. Students assessed into two or more developmental courses are encouraged to meet with the developmental student advocate.

Articulation With Headstart/ABCD

The Early Childhood Program has articulation agreements with six Headstart/ABCD agencies. See the program coordinator for details.

Articulation with Secondary Schools

To expand community access to higher education opportunities, the college has entered into articulation agreements with several secondary schools. Students from these institutions who successfully complete the following high school or prerequisite course(s) may receive college credit that is applicable to degrees and certificates offered by the college, upon formal admission to the college.

Goshen School District: Computer Aided Drafting, Technical Drawing

Newburgh Free Academy: Accounting, Electrical Engineering Technology, Computer Information Systems, Office Technologies, and Retailing.

Articulation with Orange-Ulster Board of Cooperative Educational Services (BOCES)

Students who complete appropriate course work may receive college credit. The areas of study are: accounting, business management, computer information systems, early childhood, electrical engineering technology, marketing management and sales, medical laboratory technology, nursing, office management, secretarial/word processing, visual communications technology: graphic arts/printing.

Articulation with Sullivan County Board of Cooperative Educational Services (BOCES)

Students who complete appropriate course work may receive college credit in the area of nursing. Contact department chairperson for specific requirements.

Articulation with New Paltz

A comprehensive transfer agreement has been developed between Orange County Community College and the College at New Paltz. Students who receive an AA, AS, and in some select instances, an AAS degree at Orange County Community College are admitted with full junior class standing.

New Paltz undergraduate and graduate courses are offered on the campus of Orange County Community College. Full-time Orange County Community College students may cross-register at SUNY New Paltz and take one or two additional courses without paying any additional fees. Cross-registration forms are available at the Office of Records and Registration, College Commons.

Other Articulations

There is a listing of other colleges and universities with which we have articulation agreements on page 68 of this catalog. Details on all of our articulations may be obtained in the college's Counseling Center.

Adults Continuing Their Education

Women and men returning to school after raising families, individuals preparing for new careers, veterans and others seeking to upgrade their present employment can begin classes at the college as full-time or part-time students, attending day or evening, in a degree or non-degree capacity. Students receive credit for the courses they take whether or not they are in a degree program. We encourage potential applicants to make an appointment with the Office of Admissions to discuss educational plans, career goals and the various opportunities available at the college.

Special Admissions Program for High School Students— The College Experience Program

Academically qualified high school juniors and seniors who wish to take college courses are required to meet the criteria for our College Experience Program for full-time or part-time study in our Fall or Spring Semesters or Summer Sessions. Admission to this program gives high school students the opportunity to take college courses on a college campus for college credit. **An admissions interview is required for the applicant and parent/guardian prior to the admissions decision.** For more details on admission requirements and a brochure/application, see your high school guidance counselor or call our Admissions Office at (845) 341-4030. Accepted College Experience Program students must be registered prior to the first day of classes and must register in the Admissions Office on the Middletown campus.

Community College in the High School Program

This program helps students make a smooth transition from the senior year in high school to college, challenges better prepared students, and helps them by shortening the time it takes to earn a college degree. Participating high schools include: Chester, Goshen, John S. Burke Catholic, Goshen, Middletown, Monroe-Woodbury, Orange/Ulster BOCES-New Visions Program, Pine Bush, Port Jervis, Valley Central and Washingtonville. For information, contact the Director of Extension Centers.

College Level Entrance Examinations (CLEP), Regents College Examinations (RCE), and Advanced Placement Examinations (AP)

College credit may be given for College Level Entrance Examinations (CLEP) Subject Examinations offered by the College Entrance Examination board, and Regents College Examinations (RCE) taken through the New York State Proficiency Examination Program. High school students who have completed advanced placement courses and have taken the College Board's Advanced Placement Examinations (AP) may also receive college credit. In order to request credit for any of these examinations, four conditions must be met: (1) you must be formally admitted to SUNY Orange; (2) the credit to be awarded must be applicable to your degree program; (3) your scores must be at least equal to the Mean Score for a C as recommended by the American Council on Education (ACE) for the CLEP subject area in which you were tested. You need a 50 or C for RCE exams, and 3 for the AP exams; (4) Official test results must be sent directly to the college. Additional restrictions or conditions for each program follow.

In order to receive credit for any Composition and Literature exam through the CLEP

Admissions Procedures

program, you must also take the optional essay portion of the Subject Examination. The essay must be submitted to SUNY Orange's Department of English and Foreign Languages for evaluation. Credit is awarded for English only if the credit-granting scores recommended by ACE are substantiated by the essay evaluation. Similarly, the essay component of the AP English exam must be submitted for evaluation by the Department of English and Foreign Languages before credit may be awarded for scores of 3 or better.

An applicant who plans to take the Regents College Examination (RCE) in Fundamentals of Nursing or Maternal and Child Nursing–Baccalaureate Level, should notify the Admissions Office and the Nursing Department of this intent. The Nursing Department requires official transcripts of prior theoretical and clinical preparation, i.e., Licensed Practical Nursing, before credit will be awarded on the basis of the examination score. In addition to a score of 50 in the Fundamentals of Nursing RCE, successful completion of Fundamentals of Nursing II at Orange is required for the awarding of credit for Fundamentals of Nursing I by Regents College Examination. This rule applies also to Nursing III and IV. This option is unavailable to students who have earned an unsatisfactory grade in Fundamentals of Nursing I or Maternal and Child Health Nursing at Orange. The Nursing Department policy is available upon request.

Multiple Associate Degrees

A matriculated student may earn multiple degrees at SUNY Orange when the following conditions are met: 1) the areas in which the degrees are earned are determined to be separate and distinct by relevant department chairpersons and approved by the Vice President for Academic Affairs; 2) a minimum of 15 credits not required nor applied to the first degree are completed at Orange.

A student may earn multiple AS degrees, or multiple AAS degrees, or an AA and AS. Only one AA degree may be awarded; however, because of its distinct and separate nature from other programs, the AA in International Studies may be awarded as a second AA degree.

General education courses with a grade of D- or better from the first degree apply toward the additional degree. Effective Fall 1992, grades from courses transferred from the first degree are applied to the additional degree and are included in the cumulative grade point average. Grades from transfer courses are not calculated in the cumulative grade point average. Students enrolled in an additional degree program prior to Fall 1992 may petition the Vice President for Academic Affairs for permission to apply grades from the first degree to the current degree.

As many additional associate degrees as desired may be earned; however, students are encouraged to discuss career and transfer options with advisors or counselors before matriculating for an additional associate's degree.

Veterans

The Office of Veterans Affairs assists veterans, reservists, and dependents in three ways: 1) assistance is provided in obtaining and completing applications for educational benefits and submitting them to the Veterans Administration; 2) the student's enrollment is certified for each semester of attendance at SUNY Orange; and 3) inquiries are placed with the V.A. for those students awaiting resolution of problems.

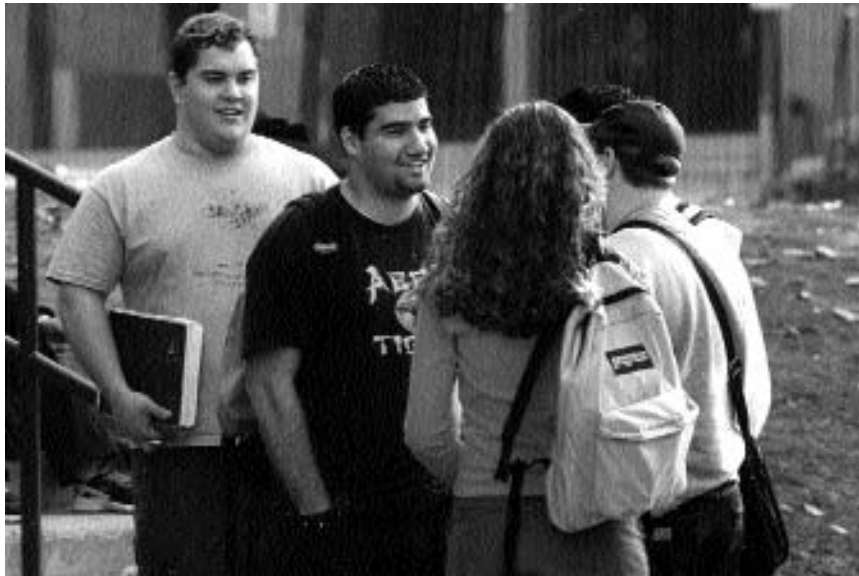
The Office of Veterans Affairs is located in the Counseling Center, third floor, College Commons, (845) 341-4071.

Orange County Community College is a member of the Servicemembers Opportunity College (SOC). As a member, the college grants up to 45 credits to active duty service personnel in order to facilitate their completion of a degree. Credit may be granted for college courses completed at regionally accredited institutions, military courses, and military occupational specialties. The American Council on Education (ACE) guide is referred to when credit determinations are made for military courses and experiences. Please note, however, that certain conditions may limit the awarding of credit regardless of the recommendations of the ACE guide. First, credit is awarded only if it fulfills a degree requirement. Second, Health Professions programs reserve the right to make individual judgments on a student's military courses/experiences.

The college follows similar criteria when evaluating military courses and experiences for non-active duty service personnel except a maximum of 30 credits is accepted from all sources.

National Guard members or Reservists who are actively attending drills, or Veterans who have completed basic training in the U.S. Armed Forces within the past 10 years, can submit documentation to be considered for physical education credit waiver.

All students who wish to receive credit for military courses or experiences must have an official transcript sent directly to the Records and Registration Office. Information on how to obtain these transcripts may be obtained from your Education Officer, the VA representative at the college, or the transfer credit evaluator at the college.



***Tuition, Fees, and Other Expenses**

Tuition*

New York State residents: (per semester)		
Full-time students (12 or more credits/units)	1450.00	
Part-time students (per credit hour/unit)	120.00	
Out-of-state and foreign residents: (per semester)		
Full-time students (12 or more credits/units)	2900.00	
Part-time students (per credit hour/unit)	240.00	
Advance deposit (non-refundable) for Dental Hygiene, Massage Therapy, Med Lab Tech, Nursing, Occupational Therapy Asst, Physical Therapist Asst, Radiologic Technology		50.00

College Fees*

Admission application fee (non-refundable)	30.00
Readmission application (non-refundable)	20.00
Insurance fee: (contact Health Services for coverage details)	
for full-time students, per semester (non-refundable)	9.00
for part-time students, per semester (non-refundable)	2.00
Technology fee:	
for full-time students, per semester (non-refundable)	100.00
for part-time students, per semester (non-refundable)	60.00
Graduation fee.	35.00
Tutorial Fee**	30.00
Assessment Fee*** (non-refundable)	25.00

Fees for Special Services

Late Registration Fees:	
Full-time students.	25.00
Part-time students, per course	10.00
with maximum of \$25.00	
Transcript fee, each	5.00
Withdrawal from course or section after registration, each	5.00
Malpractice insurance (Dental Hygiene, Massage Therapy, Med Lab Tech, Nursing, Occupational Therapy Asst, Physical Therapist Asst, Radiologic Technology)	
per semester (non-refundable).	7.50
Laboratory fee, per applicable course (non-refundable)	20.00
Distance Learning fee, per applicable course (non-refundable)	50.00
Returned check fee, per check	25.00
Foreign check handling fee, per check plus any additional bank fees.	10.00
Pre-Licensure Diagnostic Test	40.00

Student Activity/Athletic Fees (per semester)

1-11.5 credit/unit, cost per credit hour	4.00
12 plus credit/unit	50.00
Evening credit course, cost per credit hour	2.00
Weekend credit course, cost per credit hour	2.00

**Tuition and fees are correct as of this catalog's publication date (May 2005). The college reserves the right to increase tuition and fees upon approval by the Board of Trustees.*

***See tutorial page*

****Fee applicable towards tuition*

Note:

1. Tuition and fees must be fully paid by the deadline set by the Bursar Office. In the event that all sums are not paid when due, the student will be responsible for all costs of collection.
2. A student who registers for 12 or more credits per semester is classified as full-time; all others are classified as part-time.
3. See section on financial aid for estimates on total education cost per year for full-time study.
4. Tuition and fees are subject to change upon approval of the College Board of Trustees.
5. The normal tuition and fees are charged for all audited course work.

Refund Policies

Students who officially withdraw from a credit course or from the college may be eligible for a refund of tuition in accordance with the following schedule:

FULL SEMESTER CREDIT CLASSES:

- Prior to the start date of the semester:100%*
- During the first week:75%*
- During the second week:50%*
- During the third week:25%*
- After the third week:0%*

HALF SEMESTER CLASSES (Eight week term or less):

- Prior to the start date of the semester:100%*
- During the first week:25%*
- During the second week:0%*

No money shall be refunded unless application for the refund is made within one year after the end of the term for which the tuition requested to be refunded was paid to the college. The first day that classes are offered as scheduled by the college shall be considered the first day of the semester, and the first week of classes for purposes of this section, shall be deemed to have ended when seven calendar days, including the first day of classes, have elapsed.

NON-CREDIT CLASSES:

The following refund policy will apply to most non-credit classes:

- Prior to the first day of class:100% refund of tuition and fees*
- On the day class begins:75% refund of tuition and appropriate share of fees*
- Thereafter:NO REFUND*

Tuition, Fees & Other Expenses

Note:

1. Full-time students are eligible for tuition refunds only when their semester course load drops below 12 credits. The refund will be calculated by determining the difference between the previous full-time tuition rate and the new part-time rate and then applying the appropriate refund percentage.
2. Refund payments are not immediate. Allow approximately six weeks for processing and mailing during fall/spring semesters and four weeks during summer/winter sessions.
3. Courses eight weeks or less in length are subject to a refund schedule appropriate to the length of the course. See applicable publication at the time courses are publicized.
4. A course cancelled by the college will be refunded for all tuition and fees relative to the cancelled course.
5. Inquiries regarding refund policy exceptions should be directed in writing to the Business Office, Refund Review Board. Refund request forms can be obtained in the Bursar Office or the Business Office. All refund requests must be received within one year of the semester end date.

Title IV Federal Refund Policy

Title IV Federal Financial Aid students who withdraw or stop attending the college during the first 60% of the semester have their financial aid recalculated according to the Higher Education Amendments of 1998, 34 CFR part 668.22. Some grant recipients may owe repayment to both the institution and the Federal government as the result of this recalculation.

Certificate of Residence

All students are charged the appropriate rate of tuition and fees depending on the number of credits taken and the student's area of residence.

A resident is a person who has resided in New York State for a period of at least one year and in the county for a period of at least six months, both immediately preceding first day of class.

Students attending Orange County Community College must submit proof of residence along with payment to the Bursar's Office at the time of registration. Please follow the instructions listed below. The application for Certificate of Residence can be obtained from the Bursar's Office or the Admissions Office. It is also included in all registration materials.

1. Orange County Residents: Complete Application for Certificate of Residence, have it notarized and submit the completed form to the college at registration by mail or in person.

Submission of an Application for Certificate of Residence will be required only once during a student's attendance at the college provided he resides in Orange County and his legal residence has been continuous and unchanged. A new application must accompany all address changes within Orange County.

2. New York State Residents from counties other than Orange County: Complete Application for Certificate of Residence and turn it in to your County Treasurer. You will receive a Certificate of Residence from the treasurer which will be valid

Tuition, Fees & Other Expenses

for one year from the date of issue. Submit this form to the college at registration by mail or in person. Unless filed, students will be charged out-of-state tuition.

3. New York State residents who have lived in more than one county during the past 6 months must complete an Application for Certificate of Residence for each county in which they have resided and proceed as indicated in (1) and (2) of these instructions.
4. Non-residents of New York State (living less than one year in the State) are charged out-of-state tuition and do not need to submit proof of residence at registration.
5. All foreign students who have not held a permanent resident alien card for one year are classified as out-of-state residents and are charged the out-of-state tuition rate. (See “Tuition and Fees”.)
6. Active duty service members of the U.S. Armed Forces and their dependents may be waived from the residency requirement by submitting PCS orders to the Bursar’s Office, third floor, College Commons.

Withdrawal from Course

To formally withdraw from a credit or non-credit course, a student must complete a withdrawal form and return it to the Records and Registration office. As of the day of receipt of this form, the appropriate refund schedule will apply.

Students who receive financial aid from any of the following sources: Federal Programs (Title IV)-Pell Grant, Supplemental Equal Opportunity Grant (SEOG), Perkins Loan, Federal Family Education Loans and State Grants may be responsible for repaying a portion of their aid if they drop or stop attending classes during the refund period. Withdrawal from classes may also effect eligibility for Financial Aid for the following semester or academic year. Students will be notified by mail if monies are due the college.

Stop/Holds

Students who have unmet financial obligations or who have failed to comply with college requirements are not permitted to register, receive grades, or attend class until the stop/hold is cleared with the issuing office. Further, information relating to student records such as certification of attendance or grades is also withheld.

Early Registration for Students

Enrolled matriculated students are encouraged to early register for the next semester. Registration during designated periods (see Academic Calendar) will aid students in obtaining seats in desired classes.

Financial Aid

A variety of financial aid programs are available to Orange County Community College students. Eligibility for these programs depends on the student's academic progress, family income, and assets. Due to the length of processing time, all applicants are encouraged to apply as early as possible for financial aid. Do not wait to be formally accepted at SUNY Orange before applying for aid.

Assistance and information are available at the Financial Aid Office, third floor, College Commons. An appointment may be arranged by calling (845) 341-4190. Financial aid workshops are offered throughout the year on campus and at the Newburgh Extension Center.

I. College Costs at Orange County Community College

The direct college costs that all full-time admitted SUNY Orange students must pay each semester are:

	<i>Fall</i>	<i>Spring</i>	<i>Total</i>
*Tuition	\$1,450.00	\$1,450.00	\$2,900.00
Health Insurance	9.00	9.00	18.00
Technology Fee	100.00	100.00	200.00
Student Activity Fee	50.00	50.00	100.00
Books and supplies (approx.)	456.00	456.00	912.00
Total	\$2,065.00	\$2,065.00	\$4,130.00

Additional indirect educational costs that students should consider in budgeting for their education:

	<i>**Commuter</i>	<i>***Non-Commuter</i>	<i>****Out of State</i>
Direct Student Cost	\$4,130.00	\$4,130.00	\$7,030.00
Room and Board	2,600.00	4,950.00	4,950.00
Transportation	1,000.00	1,000.00	1,000.00
Personal	925.00	1,075.00	1,075.00
Total	\$8,655.00	\$11,155.00	\$11,555.00

The above costs are approximate and are used by Orange County Community College to determine need for financial aid.

*Tuition for 2005/2006 academic year.

**Commuter refers to dependent student living at home and commuting to campus.

***Non-Commuter refers to dependent student living away from home while attending college and/or single independent student and/or married student with dependents.

****Out-of-State residents and international students tuition charge is double.

II. General Eligibility Requirements

To be eligible for financial aid at SUNY Orange, a student must be enrolled in an eligible degree or certificate program. For most programs, students must be registered at least half-time (6 or more credits). Eligible students may receive PELL Grants for less than half-time study (credits less than 6). However, to be eligible for the Tuition Assistance Program (TAP), a student must attend full-time and not be enrolled in a part-time program.

A student must be an American citizen or a permanent resident alien.

A student must meet the minimum academic criteria specified for each financial aid program. See Academic Progress in this section.

A student must not be in default of any prior student loan or owe monies to the Federal Pell Grant, Federal SEOG, or Tuition Assistance Program (TAP).

The personal financial status of the student must be determined with respect to the following criteria governing financial independence.

For federal financial aid programs, an applicant must meet one of the following conditions in order to be considered independent for the 2005-2006 academic year:

1. Were you born before January 1, 1982?
2. Are you a veteran of the U.S. Armed Forces?
3. Are you married?
4. Are you an orphan or a ward of the court, or were you a ward of the court until age 18?
5. Do you have legal dependents (other than a spouse)?

Regulations Governing Federal Assistance

Attendance (Federal and State)

Financial Aid students must attend all courses for which they are registered during a semester to receive funds. If our office learns that you have never attended or stop attending a particular course (or courses), your financial aid may be affected.

NOTE: Federal Stafford Loan recipients should see special attendance requirements in Federal Stafford Loan Section.

Good Academic Standing

To maintain both eligibility for financial aid from federal sources and academic good standing at Orange County Community College, a student must meet the college requirements for good standing listed on page 163.

Financial Aid

Academic Progress

**SATISFACTORY PROGRESS STANDARDS FOR TITLE IV
FEDERAL STUDENT AID PROGRAMS
(FEDERAL PELL GRANT, FEDERAL PERKINS LOAN,
FEDERAL SUBSIDIZED STAFFORD LOAN, FEDERAL
UNSUBSIDIZED STAFFORD LOAN, FEDERAL SEOG,
FEDERAL COLLEGE WORK-STUDY PROGRAM)**

Any student who has failed to accumulate, at Orange County Community College, the number of credits listed below (2nd column) based upon the number of credits they have attempted (1st column), and achieved the minimum CQPA (3rd column) will not be eligible for future federal financial aid. Satisfactory progress standards review for federal aid programs for students enrolled in Associate Degree programs occurs at the end of each academic year. Students enrolled in Certificate programs are reviewed at the end of each Fall and Spring Semester.

<i>* Total Credits Attempted</i>	<i>** Minimum Credits Accumulated</i>	<i>*** Minimum CQPA</i>	
0-6	0	0	
7-12	3	0	
13-18	6	1.00	
19-27	12	1.30	
28-36	18	1.50	
37-45	27	2.00	Maximum Time/Certificate
46-57	36	2.00	
58-69	48	2.00	
70-84	60	2.00	
85-99	72	2.00	MaximumTime/Associate Degree

Students enrolled in Certificate Programs are allowed a total of 45 credits attempted.

Students enrolled in ALL Associate Degree Programs are allowed a total of 99 credits attempted.

All students who complete either a Certificate Program or an Associates Degree who return to pursue another degree will be placed on the chart based upon prior SUNY Orange coursework applicable to their new program.

Students who do not complete their Certificate or Associate Degree requirements within the maximum time frame stated above, lose eligibility for Federal Aid (see Appeal Process/Reinstatement of Federal Aid Eligibility).

*Total credits attempted is defined as all credits attempted at Orange after the drop/add period - including developmental credits, withdrawals, repeated coursework, P.E.'s, holds, incompletes, failed courses, medical withdrawals, and any transfer credits accepted toward your degree.

**Minimum credits accumulated is defined as all credits passed at Orange including developmental credits and P.E.'s and any transfer credits accepted toward your degree.

***Developmental coursework, P.E.'s, and accepted transfer credits are not calculated in the CQPA.

APPEAL PROCESS/REINSTATEMENT OF FEDERAL AID ELIGIBILITY

Students may be granted TWO exceptions to the above policy based on mitigating circumstances.

- A. Student must complete the Request for Appeal of Satisfactory Progress Form detailing the mitigating circumstances.
- *B. Students should submit documentation (doctor's note, police report, social services report, obituary, etc.) with their request.
- C. All students will be notified in writing if a waiver has been granted or denied.

*lack of written documentation greatly reduces the chances that your waiver will be granted; however, you may appeal without documentation.

We encourage students who are denied an appeal or students who choose not to submit an appeal by the review date to enroll without receiving the benefit of financial aid. These students can be reviewed again at their request. If the student now meets the Academic Progress Policy based upon the additional course work taken, financial aid eligibility will be reinstated for the following term.

NOTE: The above appeal process pertains only to students seeking to regain financial aid eligibility. If eligibility is reinstated, students should not assume that academic status or grades will be changed. Students should contact the Director of Academic Services regarding request for medical withdrawal or possible errors on the transcript.

III. Financial Aid Programs: Federal Pell Grant, TAP

Federal Pell Grant

The Federal Pell Grant provides grants ranging from *\$400 to \$4,050 a year to all eligible applicants. Students should file a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov after January 1 and prior to September registration listing Orange as one of the colleges (code #002876). The Financial Aid Office will receive the FAFSA information electronically in the form of an Institutional Student Information Report (ISIR) which will be used to determine eligibility for all Federal Aid.

The student must be enrolled at the time that the ISIR is received at the Office of Financial Aid. Although the Federal Government allows the FAFSA to be filed by June 30, 2006, the receipt of a **valid** result must be on file by the student's last day of class.

* Subject to change.

Financial Aid/TAP

The FAFSA is available at local high schools or the college's Financial Aid office. The website to use for Federal aid is www.fafsa.ed.gov. There is no fee for processing this form.

For students required to take developmental courses, Federal Aid funds will **only** pay for 30 credits attempted of developmental study. Students holding baccalaureate degrees are ineligible for the Federal Pell Grant, but must file the FAFSA to receive other aid consideration.

***New York State: Tuition Assistance Program (TAP)**

New York State residents who are full-time students (12 credits or more) may be eligible for TAP grants depending upon their families' New York State net taxable income. The deadline for the 2005-2006 academic year is May 1, 2006.

Students applying for TAP **must** file a Free Application For Federal Student Aid at www.fafsa.ed.gov in order to do **TAP-on-the-Web** or receive a pre-printed application from NYSHESC. The New York State Financial Aid web site is www.hesc.com.

Students must be enrolled in programs approved by the New York State Education Department for full-time study in order to receive TAP.

In order to receive credit under TAP, a student must be matriculated and registered for 12 credits or more. AUDITED and repeats of previously PASSED course work that is/are part of a student's credit enrollment can result in INELIGIBILITY of Federal and/or State Aid programs.

*New York State Aid Program Requirements are subject to change.

PHYSICAL EDUCATION COURSEWORK (P.E.)

Financial Aid can only pay for 2 credits of passed coursework taken.

SATISFACTORY PROGRESS STANDARDS FOR STATE AID PROGRAMS — (TAP)

Before being certified for a specific TAP payment, a student must have accrued a minimum number of credits towards their degree while maintaining a minimum Cumulative Quality Point Average (CQPA). A student must also complete (PASS or FAIL) a certain amount of credits during the semester they receive TAP.

BEFORE BEING CERTIFIED FOR THIS TAP PAYMENT:	1st	2nd	3rd	4th	5th	6th
*YOU MUST HAVE COMPLETED (PASSED OR FAILED) THIS MANY CREDITS SINCE YOUR LAST TAP PAYMENT	0	6	6	9	9	12
YOU MUST HAVE ACCRUED AT LEAST THIS MANY CREDITS TOWARDS YOUR DEGREE	0	3	9	18	30	45
WITH AT LEAST THIS CUM. QUALITY POINT AVERAGE (CQPA)	0	.5	1.0	1.5	2.0	2.0

*COMPLETED CREDITS IS DEFINED AS RECEIVING GRADES OF A, B, C, D, F, or P.

NOTE:

1. First-time TAP recipients must be registered for at least three (3) credits of college level course work.
2. Transfer students entering Orange who have received TAP at a previous institution must be registered for 6 (and possibly more) credits of college level course work as part of their full-time load.
3. Transfer students who received TAP at a previous college must have a credit evaluation done prior to receipt of a TAP award at Orange.

*NYS ACADEMIC REQUIREMENTS ARE SUBJECT TO CHANGE.

***Aid For Part-Time Study (APTS)**

Part-time students (6-11.5 credits per semester) enrolled in an eligible degree-bearing program may qualify for an Aid To Part-Time Study award. However, due to funding limitations and the number of qualified applicants, coverage is limited to 6 credits.

Matriculated applicants must demonstrate the ability to complete college coursework at an accredited institution. (Academic transcript of course work completed at a prior institution should be submitted to the Office of Financial Aid.) Students who have completed at least three credits at Orange must have a minimum 2.0 CQPA. A dependent student's family's New York State net taxable income (NTI) must be \$50,550 or less. The independent student's family (NTI) must be \$34,500 or less. Applications are available at the Office of Financial Aid. Applicants must be New York State residents.

Students awarded NYS Aid to Part-Time Study must complete a minimum number of college credits (based on NYS academic regulations) and maintain a 2.0 or higher GPA and CQPA in order to receive APTS the following semester.

The State Standards of Progress for State Aid recipients (TAP, APTS etc.) are reviewed each semester and unlike the Federal Policy, only one waiver may be granted. Other than these differences, the STATE appeal process is the same as the Federal Appeal Process.

*Subject to N.Y.S. budget approval.

Financial Aid

Vietnam Veteran's Tuition Award Program (VVTA) and Persian Gulf Veteran's Tuition Award Program

Veterans who served in Indochina for the U.S. armed forces between December 22, 1961 and May 7, 1975 and Veterans who served in Persian Gulf hostilities beginning August 2, 1990 may be eligible to receive a grant of up to \$500 per semester as a part-time student and \$1,000 per semester as a full-time student. Applications are available at the Veteran's Office, third floor, College Commons, for first-time applicants. Students who have previously received VVTA re-apply through a FAFSA and a pre-printed TAP Application (from Albany if full-time) or a VVTA Supplement Form (available in the Financial Aid Office if part-time). To receive a VVTA award a student must also apply for a Federal Pell Grant through the Free Application for Federal Student Aid. Students must meet N.Y.S. residency requirements.

Summer Sessions

Eligible matriculated students may receive TAP and Federal Pell Grants during summer sessions. Please contact the Office of Financial Aid for further information and requirements for summer aid.

IV. How to Apply

In order to apply for financial aid, a student must file a Free Application for Federal Student Aid (FAFSA). We urge students to file the FAFSA electronically. The website is www.fafsa.ed.gov. There is no fee with this application. The FAFSA will be available in January. Students are also required to file the Orange County Community College Local Aid Application and return it to the Financial Aid Office. Early Fall semester applicants with need who file before May 1 will receive first consideration for campus-based aid programs, which are subject to funding limitations. Students applying for Spring semester should apply by Nov. 1 for early consideration. Students wishing summer aid should file before April 15.

Late applications, however, will be accepted and placed on a waiting list throughout the year. A student may receive one source of aid or a combination of TAP, Federal Pell Grant, and the programs listed. However, the amount of aid received is limited by the student's educational cost, family contribution, and aid availability. If selected for verification, the student and family **must** provide documentation of all 2004 taxable (ie. signed copies of 1040,1040A/EZ with W-2's) and non-taxable income (ie. social security benefits, social services, child support, etc.) All non-taxable income information provided should be representative of the last calendar year (2004 for the 2005-2006 aid year).

Failure to provide the required information can result in a delayed decision on a student's eligibility for financial aid.

Financial Aid Workshops on how to complete the FAFSA are held at various times throughout the year on campus and at our Newburgh Extension Center. Please see our website for schedule: www.sunyorange.edu

V. Transfer Students

We encourage all transfer students to seek a credit evaluation of course work taken at prior institutions. This credit evaluation may be helpful in meeting State and Federal Academic Progress Standard requirements.

VI. Other Federal Financial Aid

1. Federal Perkins Loan

Students who demonstrate exceptional need may be eligible to receive up to \$20,000 as an undergraduate (\$4,000 maximum per year). Loans, however, generally range from \$500 to \$2,000 a year, at 5% interest with approximately 10 years to repay. New borrowers (as of 8/7/88) have nine months after termination of their studies to begin repayment. FAFSA required.

2. Federal Supplementary Education Opportunity Grant (FSEOG)

High-need students may be eligible to receive Federal SEOG grants ranging from \$200 to \$300 a year. Monies through this program are extremely limited. Students who have earned a bachelor's degree are not eligible. FAFSA required.

3. Federal College Work-Study (FCWS)

Eligible students may work part-time while in college to help defray their educational cost. Salary is \$8.00 per hour (subject to change) for 10 to 15 hours work per week. All students awarded work-study are placed on the job by the college's Placement Office (the College Work-Study Manual provides further information). FAFSA required.

4. Federal Subsidized and Unsubsidized Stafford Loans

Students who are in their first year of a program of study may borrow up to a maximum of \$2,625 for dependent students and \$6,625 for independent students (at least \$4,000 of this must be in an Unsubsidized Stafford Loan) per academic year. Students who have successfully completed the first year of a program of study and are considered to be in their "sophomore" year may borrow up to a maximum of \$3,500 for dependent students and \$7,500 for independent students (at least \$4,000 of this must be in an Unsubsidized Stafford Loan). The amount for which a student is eligible is limited by the student's educational costs minus other aid received. A Free Application for Federal Student Aid (FAFSA) must be submitted. (See How To Apply). Students must also submit a Federal Stafford Loan Request Form to the Financial Aid Office. We will determine eligibility for the loan. Students who receive funds on or after July 1, 1994 will have a variable annual interest rate capped at 8.25% (subject to change each July 1st). An origination fee of 3% will be deducted by the bank for each loan received. Fall loan applications must be received by October 31 and Spring applications by March 31 in order to ensure timely processing.

An additional insurance fee of up to 1% may also be deducted by the bank. Repayment begins six months after a student graduates, leaves school or drops below half-time, with approximately 10 years to repay. Interest on a Subsidized Stafford Loan is paid by the Federal Government while the student is attending college on a half-time or more basis. Interest payments on the Unsubsidized Stafford Loan is the student's responsibility. The student may choose to pay the interest as billed by the Bank, or the interest may be capitalized into the principle amount. All students seeking loans will be required to take a Federal Student Loan Test annually. In addition, regulations mandate that an Entrance Interview be given to students prior to disbursement of loan funds and an Exit Interview be given before a student graduates, leaves school or drops below half-time study. If any of these situations occurs, please contact the Financial Aid Office immediately for an appointment.

Financial Aid

Should a Stafford Loan borrower's attendance drop below 6 credits, an Exit Interview will be required and any subsequent loan disbursements will be cancelled. Should the student re-enroll he/she will be required to reapply for further loan consideration.

5. Parent Loan for Undergraduate Students

Parents (of dependent students) may apply for a Federal Parents Loan for Undergraduate Students (FPLUS) at a variable interest rate capped at 9% for loans disbursed after July 1, 1994. Repayment begins 60 days after receipt of the loan check; however, deferral provisions are available. The maximum loan is cost of education less any other aid received. Therefore, a FAFSA must be completed to determine eligibility. Parents should submit a New York State Higher Education Services Corporation Loan (FPLUS) application that may be obtained at your local bank or lending institution. An origination fee of 3% is deducted proportionately from each loan disbursement made to you. Note: An additional insurance fee of up to 1% may also be deducted by the bank. Checks are made copayable to the parents and the institution.

6. Veterans Benefits

All certificate and degree programs are approved for members of the Selected Reserve and National Guard, G.I. Bill veterans, eligible dependents, and disabled veterans. Veterans should inquire at the Veterans Office in the Counseling and Guidance Center, located on the third floor, College Commons.

7. Aid for Native Americans

Aid for Native Americans may be available through the Bureau of Indian Affairs, Washington, D.C., or regional office. Their web site is: <http://www.oiep.bia.edu/>.

Aid for Native Americans may be available through the New York State Education Department. Their web site is: <http://www.emsc.nysed.gov/rss/natamer/home.html>.

VII. Other State Financial Aid

***1. Award for Children of Deceased or Disabled Veterans**

Awards are provided for children of deceased or disabled veterans who attend full-time at an approved public or independent college or school in New York State. The award is \$450 per year. Apply through your high school or through the New York State Higher Education Services Corporation. Applications can be obtained through the Veterans Office, third floor, College Commons.

* Subject to N.Y.S. budget approval.

2. The World Trade Memorial Scholarship

Student Eligibility:

- May already be enrolled at a SUNY campus.
- Covered incidents: the terrorist attacks of September 11, 2001 in New York City, the Pentagon and Pennsylvania.
- Victims who were severely disabled in any of the terrorist attacks. Limited to police officers, peace officers, firefighters, and emergency medical service workers.

- Children or spouses of victims who died or were severely disabled. Limited to police officers, peace officers, firefighters, and emergency medical service workers.
- Required to be enrolled as a matriculated undergraduate student in a program approved by the Commissioner of Education.
- Scholarship recipients are not required to be New York State residents or U.S. citizens.
- Applicants must complete and file the Free Application for Federal Student Aid and TAP Application.

3. Volunteer Recruitment Service Scholarship

Student Eligibility:

Volunteer organization means ambulance company as defined in section three of the volunteer ambulance workers' benefit law or fire company as defined in section three of the volunteer firefighters' benefit law. Volunteer organization selects one eligible candidate and submits completed application each year.

For more information, contact NYSHESC at: 1-888-NYSHESC or www.hesc.com.

VIII. Local Financial Aid

1. Local College Work-Study (LCWS)

College funds are also available for students who do not meet the Federal Work-Study eligibility requirements. Orange County Community College requires that students applying for the local CWS Program complete all forms necessary for the federal CWS Program. Pay rate is \$8.00 per hour.* FAFSA required.

*Subject to change.

2. Orange County Community College Scholarships, Grants-in-Aid and Awards

A. SUNY ORANGE SCHOLARSHIPS

A number of scholarships have been specifically established for our entering, returning and graduating students. These scholarships are awarded annually by the college's Scholarship and Financial Assistance Committee (except where noted). Recipients of these scholarships are selected based upon donor criteria which could include demonstrated financial need, academic achievement, faculty recommendations and the availability of scholarship funds. All scholarship forms (Entering Freshmen Scholarships, President's Scholarships, Returning Student Scholarships, Graduate Scholarships for Continued Study) are available after January 15 from the college website or the Office of Financial Aid.

Applicants are encouraged to apply for scholarships online at www.sunyorange.edu/scholarships. A student need only file one application for a given category of scholarship; i.e., one application will serve to apply for all of the Entering Scholarships. Students awarded scholarships based upon recommendations of faculty departments and/or by the Committee on Scholarship and Financial Assistance are notified in early May and recognized at Spring Convocation held in May for graduating students and in September at Fall Convocation for returning students.

Financial Aid/Scholarships

The Educational Foundation of Orange County Community College

The Educational Foundation of Orange County Community College, Inc. is established as a not-for-profit corporation administered by the Office of Institutional Advancement at SUNY Orange. Its purpose is to raise money for academic equipment, a Distinguished Lecture Series, and scholarships. The Foundation scholarship program provides students with financial support as they study at Orange County Community College. Annually, the Educational Foundation provides approximately \$75,000 to the college for the awarding of more than 80 scholarships for students. Giving to the Educational Foundation can be done by direct contribution (checks or credit cards), appreciated assets (stocks), and special gifts (wills and bequests).

For information about the Educational Foundation, please contact Vincent Cazzetta, Vice President for Institutional Advancement, Orange County Community College, at (845) 341-4726.

B. SUNY ORANGE GRANTS-IN-AID PROGRAM

In addition to Entering, Returning and Graduate Scholarships for Continued Study, the college also assists full and part-time students in need of tuition, fees, books and child care expenses from the college's Scholarship Grants-In-Aid Program. Consideration for this assistance is given to applicants who have demonstrated financial need, but have been deemed ineligible for such assistance based upon federal and state established criteria. A separate application may be obtained from the Office of Financial Aid and filed by each August for the Fall Semester and by December for the Spring Semester. Applicants will be notified of a decision by the Office of Financial Aid. For further information and the application form, contact the Office of Financial Aid.

C. AWARDS

In addition to the above scholarships, the college's faculty annually recommend students for various department awards based upon established award criteria. Students selected to receive faculty department awards are notified each Spring by the Office of Financial Aid and are recognized at either Fall or Spring Convocation.

Scholarships for Entering Freshmen

FRED AND WAVA ABBOTT ALUMNI MEMORIAL SCHOLARSHIP

Awarded to a full-time entering student majoring in biological science who demonstrates financial need and academic ability.

ADVANCE TESTING COMPANY SCHOLARSHIP

Awarded annually to a full-time entering freshman from the Newburgh School District, who is majoring in a Construction Technology Program, demonstrating financial need and academic potential.

PHILIP COATES ALUMNI MEMORIAL ESL SCHOLARSHIP

Awarded annually to an entering full-time student where English is his or her second language and who has passed the English assessment test.

LUELLA DELAVAN ALUMNI MEMORIAL SCHOLARSHIPS

Awarded annually to recent graduating seniors achieving the highest academic high school average. Scholarships are awarded as follows: one to each of the sixteen Orange County Public High Schools; one each to Chapel Field High School and Harmony Christian School; one each to a student living in Orange County and attending Eldred, Wallkill, Marlboro, North Rockland, and Suffern high schools. Selected by the high school.

INTERCOLLEGIATE ATHLETIC SCHOLARSHIPS

Awarded to 20 students from Orange County high schools who participate in the sports of baseball, men's and women's basketball, and softball and plan to enter Orange County Community College as a full-time student. Selection of students for these scholarships will be based upon NJCAA guidelines.

THE INTERNATIONAL STUDIES SCHOLARSHIP

Awarded annually to a full-time entering freshman, from an Orange County high school, who is majoring in International Studies. Based upon academic potential and awarded upon the recommendation of the Social Sciences Department.

WILLIAM AND ELAINE KAPLAN FAMILY CHARITABLE FOUNDATION SCHOLARSHIP

Awarded annually to an entering freshman, preferably a graduate of Newburgh Free Academy, at half tuition for two years. Upon graduation and transfer to Mt. St. Mary College, additional tuition will be awarded.

KIWANIS CLUB OF MIDDLETOWN ENTERING FRESHMAN SCHOLARSHIP

Awarded annually to an entering freshman full-time student and Middletown High School graduate (first preference is given to Key Club member) demonstrating financial need and academic potential.

JAKE KRINEY FAMILY SCHOLARSHIP

Awarded annually to an entering Orange County high school graduate with a B average who shows strong leadership skills. Recipient will retain scholarship for a second year if he/she maintains a 3.0 average and has accumulated at least 24 credits at the end of the first year of study.

BERTHA & NATHAN MARK MEMORIAL SCHOLARSHIP

Awarded annually to an entering freshman who demonstrates financial need and academic potential.

MAX MENTER MEMORIAL SCHOLARSHIP

Awarded to an entering Middletown area student majoring in business who displays academic potential.

MIDDLETOWN ROTARY CLUB SCHOLARSHIP

Awarded annually to an entering freshman or second year student registered for at least nine credits and who demonstrates financial need or exhibits high academic performance.

NEW YORK FIREFIGHTERS/POLICE OFFICERS FOUNDATION SCHOLARSHIP

Awarded annually to full or part-time student and family member of a New York firefighter or police officer who were killed or disabled in the line duty.

PRESIDENT'S SCHOLARSHIP FOR ACADEMIC ACHIEVEMENT

Awarded to ten students from Orange County high schools who are in the top 10% of their class or hold a cumulative grade point average of 90 or better and plan to enter Orange County Community College full time.

GRACE REYNOLDS MEMORIAL SCHOLARSHIP

Awarded to graduates of Goshen High School planning to attend Orange County Community College. Selected by the high school.

SEPTEMBER 11th REMEMBRANCE SCHOLARSHIP

Awarded annually to entering Orange County high school graduate upon the recommendation of high school music faculty. Requires a minimum high school average of

Financial Aid/Scholarships

“C”, a commitment to attending SUNY Orange as a music student and an audition before the SUNY Orange Music Faculty.

GLORIA SMITH ALUMNI SCHOLARSHIP

Awarded to an entering student majoring in the field of Human Services, who is enrolled at least half-time and demonstrates financial need and academic potential.

HANORAH M. "DOLLIE" SWEENEY MIDDLETOWN HIGH SCHOOL MEMORIAL SCHOLARSHIP

Awarded to a Middletown High School graduate entering Orange County Community College full-time who demonstrates financial need, but does not qualify through the regular financial aid process.

WAYNE TERWILLIGER MEMORIAL SCHOLARSHIP

Awarded annually to a full-time entering freshman who demonstrates financial need, but does not qualify through the regular financial aid process.

THOMAS C. WALTS MEMORIAL SCHOLARSHIP

Awarded annually to an entering freshman who demonstrates financial need and academic potential.

THOMAS C. WALTS MIDDLETOWN HIGH SCHOOL ALUMNI MEMORIAL SCHOLARSHIP

Awarded to a Middletown High School graduate entering Orange County Community College who demonstrates financial need.

WARWICK SAVINGS FOUNDATION SCHOLARSHIPS

Awarded annually to five entering freshmen who demonstrate academic potential.

Specialized Scholarships

HANORAH M. "DOLLIE" SWEENEY MEMORIAL SCHOLARSHIP FOR ESL STUDENTS

Awarded to an entering freshman without a high school diploma or GED (or graduate of a foreign high school not recognized) where English is their second language and they possess the desire to become proficient enough in English to enter and obtain a college degree. Students must demonstrate financial need but be deemed ineligible for such assistance through regularly established financial need. Scholarship covers the cost of tuition, fees and books for a least two developmental courses.

HANORAH M. "DOLLIE" SWEENEY MEMORIAL KINDERCOLLEGE SCHOLARSHIP

Awarded annually to a student(s) needing funds for childcare at Kindercollege who may not qualify for such assistance through regularly-established financial aid programs. Scholarship is awarded by the Director of Kindercollege.

SCHOLARSHIPS FOR VICTIMS OF (AND FAMILY MEMBERS OF VICTIMS OF) THE SEPTEMBER 11, 2001 TERRORIST ATTACKS

Information can be found at www.nasfaa.org/linklists/terroristattackpage.asp

Scholarships for Returning Students

PETER ALBERGHINI INSPIRATIONAL SCHOLARSHIP

Awarded annually to a student pursuing a career in public service.

JOHN J. BONACIC PUBLIC SERVICE SCHOLARSHIP

Awarded annually to a second-year student who is a member of the student senate and who has an interest in a career in public service.

LILLIAN BARBONE MEMORIAL SCHOLARSHIP

Awarded annually to a disabled student who has successfully completed a minimum of 12 credits at Orange County Community College with at least a 2.0 cumulative grade point average.

ROBERTA BERNSTEIN SCHOLARSHIP

Awarded annually to a returning student in the Physical Therapy Assistant Program who demonstrates financial need.

JESSE A. BOOKSTAVER MEMORIAL SCHOLARSHIP

This is an annual unrestricted award to a full-time student enrolled at Orange County Community College.

MARGARET BOTTI DENTAL HYGIENE SCHOLARSHIP

Awarded annually to a returning Dental Hygiene student based upon financial need.

BOYD FOUNDATION SCHOLARSHIP

Awarded annually to a returning full-time U.S. citizen demonstrating financial need

BARBARA BREEN DUFF ALUMNI MEMORIAL SCHOLARSHIP

Awarded to a second year Nursing student who demonstrates financial need.

CHRIS CHACHIS ALUMNI MEMORIAL SCHOLARSHIP

Awarded annually to 1 male and 1 female student who has displayed outstanding sportsmanship in memory of Chris Chachis, former coach, professor, and athletic director. Recommended by the Physical Education Department faculty.

CHARLES C. & VIVIAN S. CHAPPELL SCHOLARSHIP

This is an annual unrestricted award to a full-time student who demonstrates financial need and academic ability.

PHILIP COATES ALUMNI MEMORIAL PART-TIME SCHOLARSHIP

One scholarship to a working returning part-time student without a high school diploma or GED who has completed 12 credit hours and is not eligible for direct grant aid.

PHILIP COATES ALUMNI MEMORIAL RETURNING ADULT SCHOLARSHIP

One scholarship awarded to two working returning adult students who do not hold a high school diploma or GED. Students must be enrolled full time, not receiving direct grant aid and have completed 12 credit hours.

COLDWELL BANKER CURRIER AND LAZIER REALTORS SCHOLARSHIP

Awarded annually to a returning full-time Business student who demonstrates financial need and a level of community/volunteer service.

CONGELOSI FAMILY IN MEMORY OF SOLOWINSKI FAMILY SCHOLARSHIP

Awarded annually to a Nursing student who has completed at least one semester of nursing courses and maintained a 3.0 average in Nursing courses.

ALICE CURTIS DESMOND MEMORIAL SCHOLARSHIP

Awarded annually to a second year Nursing student(s) who demonstrates financial need and academic potential.

DANA DISTRIBUTORS SCHOLARSHIP

Awarded annually to a full-time, second-year Marketing student who demonstrates financial need and resides in Orange County.

Financial Aid/Scholarships

LUELLA DELAVAN ALUMNI MEMORIAL SCHOLARSHIPS

Awarded annually to four students who demonstrate high academic achievement and financial need.

EDWIN J. & RACHEL DIETZ SCHOLARSHIP

Awarded annually to a full-time student(s) enrolled at Orange County Community College.

MARIE ANN DULZER COMMUNICATION AND THEATER SCHOLARSHIP

Awarded annually to a returning student recommended by the Communications Department based on academic potential.

FACULTY ANNUAL SCHOLARSHIPS

Annual unrestricted scholarships awarded to returning student(s), from the faculty scholarship contributions.

FACULTY PERPETUAL SCHOLARSHIPS

Annual unrestricted scholarships awarded to returning student(s), from endowed faculty scholarship contributions.

RICHARD J. FOOTE ALUMNI MEMORIAL SCHOLARSHIP

Awarded annually to a returning Business major and active participant in campus life, who demonstrates financial need.

DAWN FROEHLICH MEMORIAL SCHOLARSHIP

Awarded annually to a Nursing student in memory of a former nursing student.

DR. ANDREW GODWIN DENTAL HYGIENE SCHOLARSHIP

Awarded annually to second-year student(s) enrolled in the Dental Hygiene Program.

JACK GOLDSTEIN ALUMNI MEMORIAL SCHOLARSHIP

Awarded annually to 1 male and 1 female student who intend to become teachers.

MARGARET B. AND FRANK L. HOWE MEMORIAL SCHOLARSHIP

Awarded annually to a second year full-time student residing in Orange County in memory of a former faculty member.

LOUISE HULTGREN MEMORIAL SCHOLARSHIP

Awarded annually based upon funds availability, to a worthy Nursing student.

JUDELSON, GIORDANO & SIEGEL, P.C. ACCOUNTING SCHOLARSHIP

Awarded annually based upon funds availability to a worthy Accounting student.

RUTH KASSEL SCHOLARSHIP

Awarded annually to a returning student demonstrating financial need and academic ability.

LAUREN KEELY MEMORIAL SCHOLARSHIP FOR RETURNING ADULT STUDENTS

Awarded annually to a returning adult sophomore (at least three-quarter time) who demonstrates financial need and academic potential.

JOHN F. KENNEDY MEMORIAL SCHOLARSHIP

Awarded annually to a full-time student enrolled at Orange County Community College.

MARTIN LUTHER KING JR. MEMORIAL SCHOLARSHIP

Awarded annually to a second-year returning student.

RUSSELL KING ALUMNI SCHOLARSHIP

Awarded annually to a returning Orange County resident(s) majoring in Business or Accounting, and who demonstrates financial need.

CHARLES J. KLINGMAN MEMORIAL SCHOLARSHIP

Awarded annually to a returning student majoring in Education or an Associate in Arts Program.

LEVITAN, YEGIDIS & GOLDSTEIN SCHOLARSHIP

Awarded annually to a full-time Accounting student who demonstrates financial need and academic ability.

DR. PAUL C. & IDA LIPSCHUTZ SCHOLARSHIP

Awarded annually to a worthy Orange County Community College returning second-year student.

DR. JAMES J. LYNCH MEMORIAL SCHOLARSHIP

Awarded annually to a returning student selected on the basis of academic potential, financial need and a personal essay submitted to the Scholarship Committee

HAROLD L. MAMELOK MEMORIAL SCHOLARSHIP

Awarded annually to a returning Medical Laboratory Technical Assistant student, upon the recommendation of the Medical Laboratory Technology faculty.

ROSALIND MARRAY ALUMNI NURSING SCHOLARSHIP

Awarded annually to a returning second-year Nursing student with dependent children who demonstrates financial need.

H. SEELEY MCCLURE MEMORIAL SCHOLARSHIP

Awarded annually to student(s) based upon financial need and academic ability.

JOHN J. MCMAHON LEADERSHIP SCHOLARSHIP

Awarded annually to a returning OCCC student who demonstrates leadership qualities.

MIDDLETOWN LIONS CLUB SCHOLARSHIP

Awarded annually to a returning full or part-time student of an Orange County High School (graduate of Middletown High School preferred) who is visually or hearing impaired.

MIDDLETOWN ROTARY CLUB SCHOLARSHIP

Awarded annually to a full or three-quarter time returning student based upon financial need and academic potential.

MID-HUDSON VALLEY FEDERAL CREDIT UNION SCHOLARSHIP

Awarded annually to a returning student who is a member of MHVFCU.

MID-HUDSON VALLEY FEDERAL CREDIT UNION COMMUNITY SERVICE SCHOLARSHIP

Awarded annually to a returning student who is a member of the MHFCU and had a demonstrated record of community involvement and service.

DR. EDWIN H. MINER MEMORIAL SCHOLARSHIP

This is an annual unrestricted award to student(s) in honor of the first president of Orange County Community College, based on financial need.

GERTRUDE AND REUBEN MOKOTOFF SCHOLARSHIP

Awarded annually to a returning female student whose program of study is in the Allied Health field. Based upon academic and financial need.

DANIEL MOLLOY MEMORIAL SCHOLARSHIP

Awarded annually to a returning full-time, Spanish-speaking student who demonstrates financial need and academic potential.

Financial Aid/Scholarships

LOLETA S. MONS ALUMNI MEMORIAL NURSING SCHOLARSHIP

Awarded to a returning Nursing student who demonstrates academic potential and financial need.

DR. HAROLD W. MORGANS SCHOLARSHIP

Awarded annually to second-year, full-time Nursing student(s).

KATHRYN MURPHY MEMORIAL SCHOLARSHIP

Awarded to a single parent, and based on financial need.

NEW YORK FIREFIGHTERS/POLICE OFFICERS FOUNDATION SCHOLARSHIP

Awarded annually to full or part-time student and family member of a New York firefighter or police officer who were killed or disabled in the line duty.

NEW YORK STATE FEDERATION OF HOME BUREAUS SCHOLARSHIP

Awarded annually to a returning Orange County student enrolled in one of the Allied Health Programs. Student is selected by the Home Bureaus Scholarship Committee.

ORANGE & ROCKLAND UTILITIES SCHOLARSHIP

Awarded annually (subject to funds availability) to a returning second-year student enrolled in a degree program. Must reside in Orange & Rockland service area.

OTTAWAY SCHOLARSHIP

Awarded annually to full-time student(s) motivated to attend college. Must be a resident of Orange County.

THE PENNELL FAMILY ALUMNI SCHOLARSHIP

Awarded annually to a returning Music or Art student.

JACK POLLETTS MEMORIAL SCHOLARSHIP

This is an annual unrestricted award to a full-time returning student.

SHEPARD & EDNA PRYLUCK SCHOLARSHIP

Awarded annually to two full-time student in the Nursing Program. Student must demonstrate financial need.

QUATTRONNE DENTAL HYGIENE SCHOLARSHIP

Awarded annually to a returning Dental Hygiene student who displays excellence in the clinical area upon the recommendation of the Dental Hygiene Department.

HAROLD F. RIPLEY SCHOLARSHIP

Awarded annually to a returning full-time student who is enrolled in the A.S. Accounting Degree Program upon the recommendation of the Accounting/CIS Department.

ROBERT B. AND JOAN M. ROWLEY SCHOLARSHIP

Awarded annually to a second-year returning student(s) who demonstrates financial need and academic ability.

MARIA RUSSO DIAMONTI ALUMNI MEMORIAL NURSING SCHOLARSHIP

Awarded to a full-time returning Nursing student. Based upon financial need and academic ability.

RUTH K. AND STEVE TAFFIN MEMORIAL NURSING SCHOLARSHIP

Awarded annually to a full-time returning nursing student. Based upon academic ability.

DR. L. MERRICK AND DOROTHY WALTS ALUMNI MEMORIAL DENTAL SCHOLARSHIP

Awarded annually to a returning student enrolled in the Dental Hygiene Program demonstrating financial need.

THOMAS C. WALTS ALUMNI MEMORIAL SCHOLARSHIP

Awarded annually to a returning student majoring in Education or working towards an Associate in Arts Degree, who demonstrates financial need.

Faculty Department Awards and Scholarships for Returning Students

RUTH CURTIS MEMORIAL MUSIC AWARD

Awarded annually to a Music student upon the recommendation of the members of the Music Department faculty.

ADA DEGEUS ALUMNI NURSING SCHOLARSHIP

Awarded annually to one female and one male returning Nursing student who demonstrates academic and clinical competence upon the recommendation of the nursing faculty.

JAMES HOLMBRAKER MEMORIAL AWARD

Awarded annually to a full-time second year student majoring in International Studies upon the recommendation of the Social Sciences Department.

MARCHESSA MORRISON MUSIC AWARD

Awarded annually to a Music student upon the recommendation of the members of the Music Department faculty.

RAYMOND RAIMONDI ALUMNI MEMORIAL SCHOLARSHIP

Awarded annually to an outstanding male and female student upon the recommendation of the English Department.

GEORGE F. SHEPARD OUTSTANDING ALUMNI CITIZENSHIP SCHOLARSHIPS

Awarded annually to a male and female student displaying outstanding citizenship, recommended by the Vice-President for Student Development.

MARGARET SKROBANSKI-KEHM MEMORIAL AWARD

Awarded annually to an Art student upon the recommendation of the members of the Art Department faculty.

CHARLES TOOLE MEMORIAL MUSIC AWARD

Awarded annually to a Music student upon the recommendation of the members of the Music Department faculty.

Scholarship Grants-in-Aid Program

HAROLD AND ALMA FRASER MEMORIAL SCHOLARSHIP GRANT-IN-AID

Awarded annually in memory of Harold and Alma Fraser to worthy students not meeting the established state and federal guidelines for financial aid, but who demonstrate need for assistance with either tuition, books, or child care expenses.

CAROL A. GREGORY SCHOLARSHIP GRANT-IN-AID

Awarded annually as a grant-in-aid and/or scholarship to a nursing student(s) who demonstrate(s) financial need.

STATYA A. KLINGELHOFFER MEMORIAL SCHOLARSHIP GRANT-IN-AID

Awarded annually in memory of Statya A. Klingelhoffer to worthy students not meeting the established state and federal guidelines for financial aid but who demonstrate need for assistance either with tuition, books, or child care expenses.

Financial Aid/Scholarships

WILLIAM F. MESSNER GRANT-IN-AID

Awarded annually in honor of former College President William Messner to worthy student(s) not meeting the established state and federal guidelines for financial aid but who demonstrate need for assistance either with tuition, books, or child care expenses.

Graduate Scholarships for Continued Study

The following listing represents the Scholarships for Continued Study, which are awarded annually by the college's Scholarship and Financial Assistance Committee. Also included are scholarships for graduating and transferring students based upon recommendation of faculty departments. The amount of funds available and the number of students awarded varies from year to year.

GEORGE R. "BUCKY" BARTLETT, JR. MEMORIAL SCHOLARSHIP

Awarded to a graduating Liberal Arts student who is continuing his or her education at a four-year college.

CHRISTOPHER J. BASTA MEMORIAL SCHOLARSHIP

Awarded upon the recommendation of the faculty of the Health, Physical Education and Recreation Department in memory of a former student.

WILLIAM O. BELL MEMORIAL SCHOLARSHIP

Awarded annually to a student transferring into the field of Electrical Engineering.

CHRIS G. CHACHIS MEMORIAL SCHOLARSHIP

Awarded to a student athlete who has displayed outstanding sportsmanship in memory of Chris Chachis, former coach, professor and athletic director. Recommended by the Physical Education Department faculty.

AMY BULL CRIST SCHOLARSHIP

Awarded annually to graduating and transferring student(s) in honor of the late Mrs. Crist, an original trustee of the college and former president of the Orange County Community College Association.

MARY B. DIANA ALUMNI MEMORIAL PHYSICAL EDUCATION SCHOLARSHIP

Awarded annually to a qualified graduating female Physical Education major or outstanding athlete in honor of Mary B. Diana, a former Orange County Community College Physical Education professor. Recommended by the Physical Education Department Faculty.

TRUSTEE EDWARD P. DOUGHERTY SCHOLARSHIP

Awarded annually to a student actively involved in academics and campus life who best exemplifies the excellent citizenship practiced by Trustee Dougherty.

WILLIAM F. EHLERS JR. MEMORIAL SCHOLARSHIP

Awarded by the Orange County Chapter, New York State Archaeological Association in memory of the late William F. Ehlers, Jr., to students who have excelled in Anthropology at Orange County Community College.

EXCELLENCE IN ARCHITECTURE SCHOLARSHIP

Awarded to a student for further studies upon the recommendation of the Architectural Department faculty.

FACULTY ANNUAL SCHOLARSHIPS

Annual unrestricted scholarships awarded to graduating student(s), from the faculty scholarship contributions.

FACULTY PERPETUAL SCHOLARSHIPS

Annual unrestricted scholarships awarded to graduating student(s), from endowed faculty scholarship contributions.

MAX H. GOLUB SCHOLARSHIP

Awarded annually to a graduating Accounting student.

ODELL S. HATHAWAY SCHOLARSHIP

Awarded annually to an Orange County Community College student who desires to continue his/her education in the field of History.

DAVID KOTLER MEMORIAL SCHOLARSHIP

Awarded annually to a graduate working toward a bachelor's degree preferably in Mathematics.

RUDOLPH L. LAGAI MEMORIAL SCHOLARSHIP

Awarded annually to a graduating student majoring in Business.

GEORGE F. LARGE SCHOLARSHIP

Awarded to a student for further studies in Architecture upon the recommendation of the Architectural faculty.

DR. CORTLAND MAPES SCHOLARSHIP

Awarded in memory of a former Biology professor to a Biology student(s) upon the recommendation of the Department of Biology.

H. SEELEY MCCLURE MEMORIAL SCHOLARSHIP

Awarded annually to a graduating student(s) as a result of a bequest through the will of H. Seeley McClure to the Orange County Community College Association.

IVAN MEDINA MEMORIAL SCHOLARSHIP

Awarded to a minority student graduating with a degree in Criminal Justice or International Studies.

DR. EDWIN H. MINER MEMORIAL SCHOLARSHIP

Annual unrestricted award to graduating student(s) in memory of the first president of Orange County Community College and founder of the College Association.

CHRISTINE M. MORRISON SCHOLARSHIP

Annual unrestricted awards to graduating student(s) in honor of Christine Morrison and the Morrison family who donated the estate for the establishment of Orange County Community College.

ORANGE COUNTY COMMUNITY COLLEGE MEMORIAL SCHOLARSHIPS

Unrestricted student scholarship(s) derived from donations made to the college in memory of relatives and friends.

THE ORANGE COUNTY SOCIETY OF NEW YORK SCHOLARSHIP

Awarded to graduating student(s) for study beyond Orange County Community College.

ORANGE COUNTY TOWN HIGHWAY SUPERINTENDENTS ASSOCIATION SCHOLARSHIP

Awarded annually (subject to funds availability) to a full-time graduating Orange County resident majoring in Civil Engineering.

RUTH POLLACK MEMORIAL SCHOLARSHIP

Awarded annually to graduating and transferring student(s) in the Performing Arts area.

Financial Aid/Scholarships

AUDREY A. REILLY MEMORIAL MUSIC SCHOLARSHIP

Awarded to a Music student for further studies, upon the recommendation of the Music Department.

CHARLES J. REILLY BUSINESS EDUCATION SCHOLARSHIP

Awarded annually to a graduating student for further full-time study interested in teaching in the area of Office Technologies or Accounting.

DR. MANUEL ROSENBLUM THEATER SCHOLARSHIP

Awarded to a graduating student furthering his/her studies in the field of Drama, recommended by the department faculty.

HERBERT M. SUSSMAN SCHOLARSHIP

Awarded annually to a graduating Biology major transferring to a bachelors program, upon recommendation of the Biology Department.

THE TRI-STAR TOURS INTERNATIONAL STUDIES SCHOLARSHIP

Awarded to a full-time student who has enrolled in the A.A. International Studies Degree Program, and who will continue to major in International Studies as a transfer student to a four-year college or university, upon the recommendation of the Social Sciences Department.

DR. HANNAH K. VUOLO MEMORIAL SCHOLARSHIP

Awarded annually to assist student(s) who transfer from Orange County Community College to a baccalaureate degree-granting institution.

ANNETTE A. WAHLEN MEMORIAL SCHOLARSHIP

Awarded annually to a full-time transferring Accounting graduate based on academics.

Faculty Department Awards and Scholarships for Graduating Students

WALTER ALBRECHT MEMORIAL AWARD

Awarded annually upon the recommendation of the Social Sciences Department.

ALPHA NU CHI CHAPTER OF PHI THETA KAPPA AWARD FOR STUDENTS OUTSTANDING IN SERVICE

Awarded to outstanding students in scholastic work, who are also committed to volunteer service to benefit the campus and/or community. Based upon faculty recommendation to the Office of Student Affairs.

BRUCE & TEDI BELL AWARD FOR EXCELLENCE IN WRITING

Awarded (subject to funds availability) upon the recommendation of the English Department to an adult graduating student based upon excellence in writing.

JERRY K. BELL SCIENCE ENGINEERING SCHOLARSHIP

Awarded upon the recommendation of the Science and Engineering Department faculty to a graduating student who demonstrates academic excellence and is furthering their studies in the Science or Engineering field.

MARVIN FEMAN MUSIC AWARD

Awarded annually upon the recommendation of the Music Department faculty.

DEAN ROBERT GREENMAN AWARD IN AMERICAN STUDIES

Awarded annually upon the recommendation of the Social Sciences Department in honor of Dean Robert Greenman.

JOHN P. LUFT BANKING MANAGEMENT AWARD

Awarded annually to a Banking Management student upon the recommendation of the Business Department.

MAX & HERBERT MENTER MEMORIAL RETAIL MANAGEMENT AWARD

Awarded annually based upon the recommendation of the Business Department faculty.

MINDEN ARCHITECTURAL AWARD

Awarded annually to a student recommended by the Architectural Department.

DEBORAH A. O'BRYANT MEMORIAL AWARD

Awarded annually in memory of Deborah A. O'Bryant, a dedicated Physical Therapy Assistant from Orange County.

JOHN B. PARKHURST CREATIVE WRITING AWARD

Awarded annually to a student based upon the recommendation of the English Department.

PHYSICAL EDUCATION AND RECREATION CLUB GRANT-IN-AID.

THE ED HEITLER AWARD

Awarded upon the recommendation of the Health, Physical Education and Recreation Department faculty in memory of Edward Heitler, former Orange County Community College graduate and member of the Physical Education faculty.

M. JUNE SIMPSON NURSING AWARD

Awarded annually to a graduating Nursing student who demonstrates excellence in nursing practice.

JOHN T. WESTERMEIER AWARD

Awarded annually to a graduating student based upon the recommendation of the English Department faculty.

SARA K. WORCESTER MEMORIAL MUSIC AWARD

Awarded annually to a graduating student based upon the recommendation of the Music Department faculty.

HOLLACE WYCKOFF (CLASS OF '73) MEMORIAL AWARD

Awarded annually to a graduating Humanities student, preferably in French, upon the recommendation from the Department of English and Foreign Languages.

3. Emergency Grant-In-Aid Assistance

A limited number of emergency grants-in-aid are available to students who qualify. Students may apply at the Office of Financial Aid.

4. Emergency Loan

A limited number of emergency loans (\$25 maximum) are available through the Office of Financial Aid. Acceptable documentation relating to the emergency must be provided before approval can be determined.

Academic Information

Academic Programs

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Academic Programs

Academic Programs

Associate Degrees

Orange County Community College operates under the supervision of the State University of New York and is authorized by the Board of Regents of the University of the State of New York to award three degrees—the Associate in Arts (AA), the Associate in Science (AS), and the Associate in Applied Science (AAS).

The Associate in Arts and the Associate in Science are designed for students who intend to transfer to four-year colleges or universities. The Associate in Applied Science is awarded in professional/technical fields and is designed to prepare the graduate for the demands of the world of work.

One-Year Certificate Programs

Orange County Community College also offers a number of one-year Certificate programs. They are designed to develop job-entry skills at the collegiate level.

Registered Programs

The following programs are registered by the State Education Department and State University of New York. Enrollment in other than a registered program may jeopardize a student's eligibility for financial aid.*

Title	Award	Hegis No.	Page
Accounting Procedures	Cert.	5002	145
Business-Accounting Technician	AAS	5002	104
Business: Accounting	AS	5002	89
Business Administration	AS	5004	90
Business-Business Management	AAS	5004	105
Business-Computer Information Systems	AAS	5101	107
Business-E-Business	AAS	5099	109
Business-E-Business	Cert	5099	146
Business-Marketing	AAS	5004	111
Business-Medical Office Assistant	AAS	5005	113
Business-Office Technologies	AAS	5005	114
Business Studies	Cert.	5001.0	152
Clerical Office Assistant	Cert.	5005	146
Computer Science	AS	5101	92
Const. Tech. -Archit. Tech.	AAS	5317	116
Criminal Justice	AS	5505	94
Criminal Justice-Police	AAS	5505	117
Dental Hygiene	AAS	5203	118
Early Childhood Development and Care	AAS	5503	120
Early Childhood Development and Care	Cert	5003	147
Electrical Engineering Technology - Electronics	AAS	5310	122
Engineering Science	AS	5609	97
Individual Studies	AS	5699	102
Industrial Laboratory Technology	AAS	5407	124
Information Technology	AAS	5101	125
Information/Word Processing	Cert.	5005	148
Law Enforcement/Security	Cert.	5505	148
Liberal Arts/Exercise Studies	AS	5299.30	98
Liberal Arts/Humanities & Soc. Science	AA	5649	77
Liberal Arts & Sciences: International Studies	AA	5622	86

General Degree Requirements

Liberal Arts & Sciences/Math & Natural Science	AS	5649	99
Liberal Arts and Science- Jointly Registered Teacher Education Program	AA	5649	79
Liberal Arts and Science- Jointly Registered Teacher Education Program	AS	5649	101
Massage Therapy	AAS	5255	127
Medical Laboratory Technology	AAS	5205	130
Microcomputer Applications	Cert.	5101	149
Nursing	AAS	5208.10	132
Occupational Therapy Assistant	AAS	5210	134
Performing Arts: Music	AAS	5610	136
Physical Therapist Assistant	AAS	5219	138
Radiologic Technology	AAS	5207	141
Teaching Assistant	Cert.	5101	149
Visual Communications Technology: Graphic Arts/Printing	AAS	0590	143

* New York State Education Department
Office of Higher Education and the Professions
Cultural Education Center, Room 5B28
Albany, New York 12230 (518) 474-5851

General Degree Requirements

The following academic standards apply to all first degrees:

- 6 credits of Freshman English
- 2 credits of Physical Education (including 99197/98 Concepts of Physical Wellness) in addition to 60 credit hours
- achievement of an overall "C" average (CQPA of 2.00)
- 30 of the total number of required credits be taken at Orange

Each of the degrees must meet the minimum requirements as set forth by New York State Education Law. These include at least 60 credit hours of study of which 45 credits must be in the liberal arts* for the AA degree, 30 credits for the AS degree, and 20 credits for the AAS.

Students who take most of their courses at an extension center must complete a minimum of one course on the Middletown campus in order to be eligible for graduation. An online learning course cannot be substituted for this. Students may complete no more than 30 of their credits online, as the college does not offer any complete degrees online.

The degree earned depends upon the educational and career goals of the individual. Each of the degrees offered at Orange are listed by degree title on the pages that follow with a description of the purpose, goals, and specific course requirements.

**Courses numbered less than 50000 are designated liberal art courses while those numbered 50000 and above are designated professional/technical. Exceptions are noted in the section Course Descriptions.*

Commencement Ceremony/Honors Courses and Designation

Commencement Ceremony

Participation in the commencement is not automatic. Students must initiate the process themselves. Those intending to graduate in June must file for graduation in the Records and Registration Office during the February prior to June graduation.

Students who complete their graduation requirements at the end of the fall semester, or during the summer sessions, are invited to participate in the commencement ceremony the following June. See Academic Calendar for filing deadlines.

Honors Courses and Designation

The Honors Designation has been developed to offer highly motivated and talented students an opportunity to develop their potential more fully as they study for the Associate degree. The honors courses are selected from the general education requirements for the Associate degree: English, Social Science, Humanities, Math, Science and Business. The honors section of these courses will offer enrichment through alternative texts, outside readings, research projects and abstract concept development beyond the traditional course section. The Seminar requirement consists of a one-credit course per semester, for three semesters, in which the course objectives include: expanding student's ability to analyze and apply concepts to current events; transcending gender, culture, race and socio-economic issues; working cooperatively; communicating effectively; and enhancing aspects of leadership skills and qualities.

Graduation with Orange's Honors Designation will enhance transfer opportunities to selective colleges and universities. The degree requirements for this Honors Designation on a transcript and diploma are listed below.

<u>A.A. DEGREE</u>	<u>A.S. DEGREE</u>	<u>A.A.S. DEGREE</u>
6 credits English (H) 11101 & 11102	6 credits English (H) 11101 & 11102	6 credits English (H) 11101 & 11102
3 credits Social Science (H)	6 credits Social Science (H)	6 credits Social Science (H)*
3 credits Humanities (H)		
38205 Calculus I **	38205 Calculus I **	38205 Calculus I **
Honors Seminar (3 semesters 1 credit each) ***	Honors Seminar (3 semesters 1 credit each) ***	Honors Seminar (3 semesters 1 credit each) ***

Honors Designation Degree Requirements

* 6 credits in Social Science or 3 credits in Social Science and 3 credits in Humanities honors courses, dependent upon program requirements.

** This requirement may be fulfilled by taking one of the following math courses and one of the following four credit lab science courses, depending upon degree requirements:

<u>Math:</u> 38112 Introduction to Statistics	<u>Lab Science:</u> 35101 General Physics I
38107 College Algebra	34105 General Chemistry I
38109 Pre-Calculus	31101 General Biology I

*** The 3 Seminar credits are not part of any degree requirement, but rather an extra requirement for the honors program. The Seminar courses are restricted to those students who have been admitted into the honors program.

Honors Designation/Online Learning Courses

Requirements for Honors Designation

In order for students to show the Honors Designation on their transcripts and seal on their diplomas upon graduation, they must have been accepted in and have attained the following in the honors program: 1) Completion of all degree requirements; 2) Achievement of a 3.5 CQPA at the time of graduation, with no semester GPA less than 3.0.

Note: Students interested in taking an Honors course who are not in the Honors Designation Program should contact the Honors Program Coordinator at (845) 341-4004.

Online Learning Courses

Orange County Community College currently offers several general education and business courses online through the Internet each year. In addition, students may take courses which are "web-enhanced" or "hybrid" in nature. Students may access these courses from home or on campus, or wherever they can obtain Internet access.

Web-enhanced course. A web-enhanced course makes use of web technology and services to support distribution of course materials and student access to resources on the web. These courses still meet for the required time on campus. Some courses may require participation in the web-enhanced portion of the course in determining the final grade.

Hybrid course. A hybrid course makes significant use of the Internet technology to facilitate access to class materials and support communication between faculty and students, among students, and between students and resources. These courses will only meet for one-half of the required class time on campus. These courses will require participation in the online portion of the course in determining the final grade.

Online course. A full online course is one that can be accessed anywhere and anytime via the Internet and a Web browser. It supports all the other services mentioned previously, as well as builds a learning community with the course taking place completely on-line, including live chats, bulletin board discussions and advising.

To participate in an online learning course, students must have access to the World Wide Web and must use Internet Explorer 5 or higher as their web browser (JavaScript and Cookies must be enabled). In the home, access is usually provided by an Internet Service Provider (ISP) for a monthly fee. Students must provide and confirm their e-mail address with the Office of Records and Registration. An additional fee of \$50 is required for each course.

The student's Internet Service Provider (ISP) will specify the computer requirements for its service. In addition, the college requires the following minimal requirements in order to access the online courses: Microsoft Word or WordPerfect, Adobe Acrobat Reader, and a 56K modem.

Currently, the college does not offer any complete degree programs online. In keeping with New York State Education Department requirements, students may complete no more than 30 credits towards his or her degree online. In the event that a student achieves more than 30 credits online towards their degree, the extra credits will not be counted towards degree completion. As a result, the student may not be allowed to graduate until the required number of "on-campus" credits are completed.

For students who take their courses primarily at an extension center, completion of an online course will not satisfy the graduation requirement that a minimum of one course must be completed on the Middletown campus.

Departments and Chairs/Student Retention/Graduate Tracking

Departments and Chairs

Accounting/Office Technologies Department—*Chair, Ms. Krissler*
Applied Technology Department—*Chair, TBA*
Arts and Communication Department—*Chair, Ms. Lehtinen*
Assistant Chair—Mr. Heppner
Biology Department—*Chair, Dr. Traeger*
Business Management Department—*Chair, Ms. Fleming*
Criminal Justice Department—*Chair, TBA*
Dental Hygiene Department—*Chair, Ms. Smith*
Diagnostic Imaging Department—*Chair, Mr. Misiak*
Education Department—*Chair, Ms. Carlson*
English and Foreign Languages Department—*Chair, Ms. Godwin*
Assistant Chair, Ms. Stroms
Laboratory Technology Department—*Chair, Ms. Contarino*
Mathematics and Computer Sciences Department—*Chair, Mr. Rickard*
Movement Sciences Department—*Chair, Ms. Stepp*
Nursing Department—*Chair, Ms. Scribner*
Assistant Chair, Ms. Connolly
Occupational Therapy Assistant Department—*Chair, Ms. Hannes*
Physical Therapist Assistant/Massage Therapy Department—*Chair, Ms. Schneider*
Science and Engineering Department—*Chair, Dr. Cummins*
Social Sciences Department—*Chair, TBA*
Assistant Chair, TBA

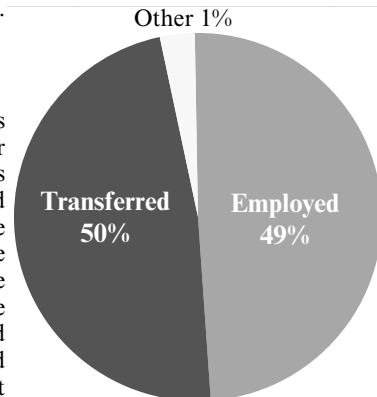
Student Retention

Students enter Orange County Community College with a variety of educational goals. Some intend to take courses which will allow them to acquire new skills, transfer to another institution, or explore areas of personal interest rather than pursue a degree. Other students expect to receive a degree or certificate from Orange County Community College and then transfer or enter the work force.

In Fall 2000, 781 first-time, full-time students entered Orange County Community College. Of those students, 99 graduated within two years. Another 80 graduated within the next year, while 169 were still enrolled at the college in the Fall of 2003. Additionally, 65 students transferred to a SUNY institution before having received a degree from Orange County Community College.

Graduate Tracking

Each year we survey our most recent graduates to determine their employment and transfer patterns. A total of 658 students received degrees or certificates in August and December 2002 and May 2003. Approximately 66% of these graduates responded to our survey. Of the respondents, 49% reported that they are employed, 50% have transferred, and 1% are engaged in other activities. It should be noted that many of our graduates are employed and have also transferred. The figures here represent our graduates' full-time or primary status.



Placement of 2002-2003 Graduates

Graduate Placement

PRIMARY PLACEMENT OF 2001-2002 GRADUATES ANALYSIS BY PROGRAM AREA					
Academic Program	Number of Graduates	Number of Survey Respondents	Transferred	Number of Respondents Employed	Other
Accounting	25	17	7	8	2
Architectural Technology	8	7	5	2	0
Business Administration	35	25	19	6	0
Business Management	50	33	10	23	0
Certificate	9	6	1	5	0
Computer Information Systems	17	11	5	4	2
Computer Science	2	2	1	1	0
Criminal Justice	28	23	7	16	0
Dental Hygiene	18	11	2	9	0
Early Childhood	10	10	2	8	0
Electrical Eng. Technology	6	3	2	1	0
Elementary Education	4	4	4	0	0
Engineering Science	8	7	7	0	0
Exercise Studies	4	3	2	1	0
Humanities & Social Science	238	158	103	53	2
Information Technology	2	2	2	0	0
International Studies	1	0	0	0	0
Internet Systems	1	1	01	1	0
Leisure Service Management	1	0	0	0	0
Marketing Mgmt Sales	9	5	1	4	0
Mathematics & Science	31	22	19	3	0
Medical Laboratory Technology	5	3	0	3	0
Medical Office Assistant	2	1	0	1	0
Nursing	69	44	10	34	0
Occupational Therapy Asst	15	9	1	8	0
Office Technologies	7	4	0	4	0
Performing Arts	6	2	1	1	0
Physical Education	5	4	2	1	0
Physical Therapist Asst	11	6	1	5	0
Radiologic Technology	10	6	1	5	0
Visual Communications	21	11	5	6	0
TOTAL	658	440	220	214	6

Source: Orange County Community College Office of Institutional Research

Articulation Agreements

Articulation Agreements With Other Colleges and Universities

Graduates of SUNY Orange are covered by the State University System of New York (SUNY) Transfer and Articulation Policy that states:

graduates of two-year colleges within the State University of New York, when accepted with junior status within parallel programs at SUNY baccalaureate campuses, are to be granted full transfer credit for general education courses already taken and are not to be required to repeat successfully-completed courses with similar curricular content. (*SUNY Memorandum to Presidents, 8/24/87*)

Comprehensive transfer and articulation agreements have also been established with a number of other colleges and universities. These agreements range from the identification of selected courses that will transfer to the delineation of specific AAS degrees that will transfer in full or in part. In some instances the AA and AS degree have been determined to fulfill all general education requirements. The following listing summarizes these agreements; the specific details of each agreement must be verified by the student with an advisor or counselor before finalizing his/her SUNY Orange course selections.

Alfred University, College of Business and Administration	Manhattan College
AS Business Administration	AAS Dental Hygiene
Berkeley College	AAS Nursing
Business Management	AAS Medical Laboratory Technology
Cagenoria College	AAS Massage Therapy
AAS Visual Communication	AAS Physical Therapist Assistant
Clarkson College, School of Management	AAS Occupational Therapy Assistant
AS Accounting	AS Exercise Studies
AAS Computer Information Systems	Marist College
AAS Banking	AS Business Administration
AAS Marketing Management and Sales	Marymount College of Fordham Univ.
AAS Retail Business Management	Comprehensive Agreement
College of Aeronautics	Mount St. Mary College
Electrical Technology— One plus One Program	Comprehensive Agreement including AAS Nursing
College of Health Sciences, Roanoke, Va	New York University
AAS Physical Therapist Assistant	Selected Courses and AAS Nursing
Columbia University	Pace University, Dyson College of Arts and Sciences
AA and AS degrees	AA Liberal Arts & Science (Humanities & Social Science emphasis)
Dominican College of Blauvelt	AAS Criminal Justice-Corrections
AAS Occupational Therapy Assistant	AAS Criminal Justice-Police
Comprehensive Agreement	AS Criminal Justice
Empire State College	AS Liberal Arts & Science (Mathematics & Natural Science emphasis)
Comprehensive Agreement	Pace University, Lubin School of Business Administration
Fairleigh Dickinson University	Selected Courses
AAS Dental Hygiene	Pace University, Lienhard School of Nursing
Forsyth School for Dental Hygienists/	A.A.S. Nursing
Northeastern University	Pennsylvania College of Technology/
AAS Dental Hygiene	Pennsylvania State University
Hartwick College	AAS Dental Hygiene
Comprehensive Agreement	
Houghton University	
Comprehensive Agreement	
John Jay College of Criminal Justice	
AS Criminal Justice	

Articulation Agreements /Career Paths: Courses of Study

Ramapo College	SUNY Cortland
Comprehensive Agreement	International Studies
Rockland Community College	SUNY New Paltz
AAS Medical Laboratory Technology	Comprehensive Agreement
Russell Sage College	including AAS Nursing
AAS Nursing	SUNY Oswego
St. Thomas Aquinas College	Comprehensive Agreement
Comprehensive Agreement	Trinity College of Vermont
SUNY Albany	Comprehensive Agreement
Comprehensive Agreement	Western New England College
SUNY Brockport	AS Engineering Science
Political Science/International Studies	

Career Paths: Courses of Study

Orange County Community College's career and transfer programs offer students the opportunity either to complete studies for many careers or to initiate college studies to enter various professions and career fields. The following list represents some of the frequently chosen career fields and corresponding Orange County Community College program of study title. It is most important that students meet with their academic advisors for specific course recommendations within each degree program.

For a Career in:	See SUNY Orange Program in:	Page:
Accounting	Business-Accounting (AS, AAS, Certificate)	89, 104, 145
Administrative Assistant	Business-Office Technologies (AAS)	114
Advertising	Business-Marketing (AAS)	111
Anthropology	Math/Science (AS) or Social Science (AA), International Studies (AA)	99, 77 86
Architecture	Construction Tech./Arch Tech. (AAS)	116
Art	Humanities (AA)	77
Astronomy	Math/Science (AS)	99
Athletic Training	Exercise Studies (AS)	98
Biochemistry	Math/Science (AS)	99
Bioengineering	Math/Science (AS)	99
Biological Technology	Math/Science (AS) or Med Lab Tech (AAS)	99, 130
Biology	Math/Science (AS)	99
Botany	Math/Science (AS)	99
Broadcasting	Humanities or Individual Studies (AA)	77, 181
Business Administration	Business Administration (AS)	90
Business Education	Business Administration (AS)	90
Cartography	Math/Science (AS)	99
Chemical Engineering	Engineering Science (AS)	96
Chemical Technology	Math/Science (AS)	99
Chemistry	Math/Science (AS)	99
Civil Engineering	Engineering Science (AS)	96
Clerk Typist	Business - Office Technologies (AAS) or Information/Word Processing (Certificate) or Clerical Office Assistant (Certificate)	114, 148, 146
Communications	Humanities or Individual Studies (AA)	77, 181

Career Paths

Computer Engineering	Engineering Science (AS)	96
Computer Info. Systems	Computer Information Systems (AAS)	107
Computer Programmer	Computer Information Systems (AAS)	107
Computer Science	Computer Science (AS)	92
Counseling	Social Science (AA)	77
Criminal Justice	Criminal Justice (AAS) or Social Sciences (AA)	117, 77
Data Processing	Computer Information Systems (AAS)	107
Dental Hygiene	Dental Hygiene (AAS)	118
Dentistry	Math/Science (AS)	99, 77
Drama	Humanities (AA)	77
Early Childhood	Early Childhood Development and Care (See page 73)	
Earth Science	Math/Science (AS)	99
Ecology	Math/Science (AS)	99
Economics	Business Adm. (AS) Social Science (AA) or International Studies (AA)	90, 77, 86
Education	(See page 73)	
Electrical Engineering	Engineering Science (AS)	96
Electronic Technician	Electrical Engineering Technology (AAS)	122
Electronics Engineering	Engineering Science (AS)	96
Elementary Education	(See page 73)	
Engineering	Engineering Science (AS)	96
English	Humanities (AA)	77
Environmental Engin.	Engineering Science (AS)	96
Environmental Science	Math/Science (AS)	99
Family Counseling	Social Sciences (AA)	77
Fashion	Business Administration. (AS) or Humanities (AA)	90, 77
Film	Humanities (AA)	77
Finance	Business Administration (AS)	90
Fine Arts	Humanities (AA)	77
Fisheries	Math/Science (AS)	99
Foreign Languages	Humanities (AA)	77
Forestry	Math/Science (AS)	99
Genetics	Math/Science (AS)	99
Geological Engineering	Engineering Science (AS)	96
Geology	Math/Science (AS)	99
Geography	Social Science (AA) or Math/Science (AS)	77, 99
Gerontology	Social Science (AA)	77
Government	Social Science (AA)	777
Graphic Arts	Visual Communications (AAS)	143
Health	Math/Science (AS) or Exercise Studies (AS)	98, 99
History	Social Science (AA) or International Studies (AA)	77, 86
High-Tech Equip. Tech.	Electrical Engineering Technology (AAS)	122
Human Services	Social Science (AA)	77
Immunology	Math/Science (AS) or Med Lab Tech (AAS)	99, 130

Career Paths

Information Science	Computer Information Systems (AAS) or Computer Science (AS)	107, 92
Insurance	Business Administration (AS) Business Management (AAS)	90 105
International Studies	Social Sciences (AA) or International Studies (AA) Business Administration (AS) or Individual Studies (AS)	77, 86, 90, 102
Journalism	Humanities (AA)	77
Law	Humanities, Social Science, Criminal Justice (AS)	77, 94
Law Enforcement	Criminal Justice (AAS)	117
Legal Secretary	Office Technologies (AAS)	114
Library Service	Humanities or Social Science (AA)	77
Management	Business Administration (AS) or Business Management (AAS)	90, 105
Marketing	Business - Marketing (AAS)	111
Mass Media/Comm.	Humanities (AA)	77
Massage Therapy	Massage Therapy (AAS)	127
Material Science	Math/Science (AS)	99
Mathematics	Math/Science (AS)	99
Mathematics Education	Math/Science (AS) or Elementary Ed. (AS)	99, 101
Mechanical Engineering	Engineering Science (AS)	96
Medical Lab. Tech.	Medical Laboratory Technology (AAS)	130
Medical Secretary	Medical Office Assistant (AAS)	130
Medicine	Math/Science (AS)	99
Mental Health	Social Science (AA)	77
Meteorology/Climatology	Math/Science (AS)	99
Microbiology	Math/Science (AS) or Med. Lab. Tech. (AAS)	99, 130
Music	Humanities (AA) Performing Arts: Music (AAS)	77, 136
Natural Resources	Math/Science (AS)	99
Nursery Education	Elementary and Pre K-6 (AA or AS)	79, 101
Nursing	Nursing (AAS)	132
Nutrition	Math/Science (AS)	99
Occupational Therapy	Occupational Therapy Assistant (AAS) or Math/Science (AS)	134, 99
Oceanography	Math/Science (AS)	99
Office Administration	Business: Office Technologies (AAS) or Medical Office Assistant (AAS)	114, 113
Paleontology	Math/Science (AS)	99
Paralegal	Individual Studies (AS)	102
Pathology	Math/Science (AS) or Med Lab Tech (AAS)	99,
Personal Training	Exercise Studies (AS)	98
Personnel	Business Administration (AS) or Social Science (AA)	90, 77
Pharmacy	Math/Science (AS)	99
Philosophy	Humanities (AA)	77

Career Paths

Physical Education	Math/Science (AS) or Liberal Arts (AA) or Individual Studies (AS)	99, 77 102
Physical Fitness/Wellness	Exercise Studies (AS)	98
Physical Geography	Math/Science (AS)	99
Physical Therapy	Physical Therapist Assistant (AAS) or Math/Science (AS)	138 99
Physics	Math/Science (AS) or Engineering Science (AS)	99, 96
Political Science	Social Science (AA) or International Studies (AA)	77, 86
Psychology	Social Science (AA)	77
Public Administration	Social Science (AA)	77
Radio Broadcasting	Humanities (AA)	77
Radiology	Radiologic Technology (AAS)	141
Restaurant Management	Business Administration (AS)	90
Sales	Business: Marketing (AAS)	111
Science Education	Math/Science (AS) or Elementary Education (AS)	99, 101
Science Laboratory	Math/Science (AS) or Medical Laboratory Technology (AAS)	99, 130
Secondary Education	(See page 73)	
Secretarial	Clerical Office (Certificate) or Business: Office Technologies or Medical Office Assistant (AAS)	145, 114, 113
Semi-Cond. Mfg. Tech.	Electrical Engineering Technology (AAS)	122
Social Worker	Social Science (AA)	77
Sociology	Social Science (AA)	77
Special Education	Humanities or Social Sciences (AA) or Elementary Education (AA or AS)	77 79, 120
Speech	Humanities (AA)	77
Statistics	Math/Science (AS)	99
Substance Abuse Couns.	Social Science (AA)	77
Television Broadcasting	Humanities (AA)	77
Theater	Humanities (AA)	77
Urban Studies	Social Sciences (AA)	77
Veterinary Medicine	Math/Science (AS)	99
Video Production	Humanities (AA)	77
Weather Forecasting	Math/Science (AS)	99
Web Design	Computer Information Systems (AAS)	107
Word Processing	Business: Office Technologies (AAS) or Information/Word Processing (Certificate)	114, 148
Wildlife Biology	Math/Science (AS)	99
Zoology	Math/Science (AS)	99

Career Paths - Education Options

SUNY Orange offers a selection of programs for students pursuing varied careers in education. Emphasis is placed on solid foundational knowledge in liberal arts as well as educational concept, theory, and application. In several courses, local field experiences enhance college classroom learning.

The programs in the Education Department follow:

- Early Childhood Development and Care — AAS Degree
- Early Childhood Development and Care — Certificate
- Jointly Registered Teacher Education Program — AA and AS degrees; Transfer Program with SUNY New Paltz
- Teaching Assistant Certificates
- Liberal Arts and Sciences - Foundations of Education — AA and AS degrees; transfer opportunities to schools other than SUNY New Paltz

For those wishing to teach in preschools, child care, or own a business in early education, and NOT transfer to a four year school—consult pages 120 detailing the **AAS and Certificate in Early Childhood Development and Care**.

For those pursuing a career teaching in a public school, and planning to transfer to SUNY New Paltz—consult pages 79 and 101. These sections refer to the **JRTEP** options which lead to a guaranteed transfer as a Junior to New Paltz when all applicable requirements are successfully met.

For those choosing a career in public school teaching and transferring to a four year school OTHER than SUNY New Paltz—consult page 77 and 99. This is the general **Liberal Arts and Sciences** degree in which a student can specify his or her academic interest as **Foundations of Education**. For the three free electives in that course sequence he or she can choose some of the education courses found on pages 74.

For those interested in a teaching assistant position in a public or non-public setting—refer to page 149 describing the **Teaching Assistant Certificate**.

More information on all of these Education Department programs at www.sunyorange.edu/education.

SUNY General Education Course Lists

Any graduate of an AA or AS program (except AS Engineering Science) transferring to a SUNY institution must fulfill 7 of the following 10 categories.

1. MATHEMATICS
 - 38104 Intermediate Algebra
 - 38105 Math for the Liberal Arts
 - 38106 Contemporary Math
 - 38107 College Algebra
 - 38108 College Trigonometry
 - 38109 Pre-Calculus
 - 38111 Foundations of Elem School Math
 - 38112 Introduction to Statistics
 - 38114 Introduction to Discrete Math
 - 38205 Calculus I
 - 38206 Calculus II
 - 38207 Calculus III
 - 38208 Differential Equations and Series
 - 38209 Linear Algebra
2. NATURAL SCIENCES
 - Biology**
 - 31101 General Biology I
 - 31102 General Biology II
 - 31115 Environmental Conservation
 - 31120 Field Biology
 - 31121 Introduction to Biology
 - 31123 Diversity of Life
 - 31201 Study of Biological Habitats
 - 31212 Genetics
 - 63209 General Microbiology
 - Chemistry**
 - 34103 Applied Chemistry I
 - 34104 Applied Chemistry II
 - 34105 General Chemistry I
 - 34106 General Chemistry II
 - 34201 Organic Chemistry I
 - 34202 Organic Chemistry II
 - Physical Sciences**
 - 36110 Physical Geology
 - 36112 Historical Geology
 - 37110 Elements of Chemistry & Physics
 - 37120 Astronomy
 - 37125 Physical Science/Physical World
 - 37140 Physical Science/The Environment
 - Physics**
 - 35101 General Physics I
 - 35102 General Physics II
 - 35103 Physics for Science & Eng. I
 - 35104 Physics for Science & Eng. II
 - 35105 General Physics & Calculus I
 - 35106 General Physics & Calculus II
 - 35108 Acoustic
 - 35111 Applied Physics I
 - 35112 Applied Physics II
 - 35203 Physics for Science & Eng. III
 - 35204 Physics for Science & Eng. IV
3. SOCIAL SCIENCES
 - 21201 Macro - Economics
 - 21202 Micro - Economics
 - 22110 Human Geography
 - 24102 U.S. Government-State & Local
4. AMERICAN HISTORY
 - 23103 U.S. History to 1865
 - 23104 U.S. History since 1865
 - 23130 History of African Americans*
 - 24101 U.S. Government - National

**for students scoring above 84 on NYS American History Regents*
5. WESTERN CIVILIZATION
 - 23150 The Greek & Roman World
 - 23160 Medieval & Renaissance Europe
 - 23170 The Age of Revolutions
 - 23180 Modern Europe
6. OTHER/WORLD CIVILIZATIONS
 - 23105 World History to 1500
 - 23106 World History since 1500
 - 23112 Latin American Heritage & Hist.
 - 23120 Africa: Past & Present
 - 23201 Modern China & Japan
 - 23202 Modern India & Southeast Asia
 - 23203 The Middle East
7. HUMANITIES
 - 11102 Freshman English II
 - 11120 Introduction to Mythology
 - 11203 World Literature: Ancient through Renaissance
 - 11204 World Literature: Enlightenment through Modern Age
 - 11205 Drama: Ibsen-O'Neill
 - 11206 Drama: Contemporary
 - 11207 English Lit: 14th-18th Centuries
 - 11208 English Lit: 19th-20th Centuries
 - 11209 American Lit: To the Civil War
 - 11210 American Lit: 1865 to the Present
 - 11213 Journalism: Survey of Mass Media
 - 11215 Shakespeare
 - 11216 Children's Literature
 - 11217 Film & Literature
 - 11220 Women Writers
 - 11221 Contemporary Short Story
 - 11222 Contemporary Novel
- 24110 Introduction to Political Science
- 24120 International Relations
- 24130 Comparative Governments
- 25111 General Psychology I
- 25112 General Psychology II
- 25120 Developmental Psychology
- 25121 Child Psychology
- 25122 Psychology of Adolescence
- 25206 Psychology of Adulthood & Aging
- 25210 Social Psychology
- 26110 Social Problems
- 27201 Introduction to Sociology
- 27202 American Society: Order & Change
- 27208 Human Evolution
- 27209 Archeology and Prehistory
- 27220 Cultural Anthropology

SUNY General Education Course Lists

-
- | | |
|--|--|
| <p>11223 Contemporary Poetry
 11225 International Literature: Non-European
 11226 Fantasy Fiction
 11230 African - American Literature
 11297A Special Studies in Literature: Science Fiction
 41100 American Art 1700 - 1945
 41101 History of Western Art I
 41102 History of Western Art II
 41109 Modern Art - the 20th Century
 41120 Women in Art History
 42103 History of Western Music to 1750
 42104 History of Western Music from 1750
 42105 History of Jazz
 42107 Music of the United States
 42111 History of Rock Music
 49110 Ethics
 49115 Old Testament
 49116 New Testament
 49201 Philosophy
 49203 Religious Concepts</p> <p>8. ARTS Numbers in () are credits
 11211 Creative Writing: Fiction (3)
 11212 Creative Writing: Poetry (3)
 13111 Oral Interpretation (3)
 13112 Debate (3)
 13114 Speaking Voice (3)
 13201 Television Production I (3)
 13202 Television Production II (3)
 14107 Stage Movement (3)
 14108 Stage Make-Up (3)
 14110 Communication and Theater Practicum (1)
 14111 Introduction to Theater (3)
 14112 Theater Workshop (3)
 14113 Intro to Technical Production (3)
 14115 Acting Fundamentals (3)
 16101 Modern Dance I (2)
 16102 Modern Dance II (2)
 16110 Performing Arts Seminar (1)
 16201 Advanced Dance I (2)
 16202 Advanced Dance II (2)
 41103 Drawing I (2)
 41104 Drawing II (2)
 41105 Design I (3)
 41106 Design II (3)
 41107 Painting I (3)
 41108 Painting II (3)
 41110 Color (2)
 41111 Figure Drawing I (4)
 41112 Figure Drawing II (3)
 41115 VisCom & Graphic Design I (3)
 41116 VisCom & Graphic Design II (3)
 41117 VisCom & Graphic Design III (3)
 41118 VisCom & Graphic Design IV (2)
 41130 Introduction to Art (3)
 41131 Photography I (3)
 41132 Photography II (3)
 41200 Portrait Painting (3)
 41207 Painting III (3)</p> | <p>41208 Painting IV (3)
 42101 Introduction to Music (3)
 42112 Fundamentals of Music (3)
 42121 Elementary Piano I (2)
 42122 Elementary Piano II (2)
 42131 Basic Musicianship (5)
 42132 Basic Musicianship II (5)
 42141 Mixed Chorus (1)
 42145 Group Voice I (2)
 42146 Group Voice II (2)
 42147 Madrigal Singers (1)
 42151 Band (1)
 42153 Orchestra (1)
 42155 Jazz Improvisation I (2)
 42156 Jazz Improvisation II (2)
 42157 Chamber Ensemble (1)
 42159 Jazz Ensemble (1)
 42170-77 Private Instruction (1-2)
 42193 Introduction to Orchestra (1)
 42221 Intermediate Piano I (2)
 42222 Intermediate Piano II (2)
 42223 Advanced Piano I (2)
 42224 Advanced Piano II (2)
 42231 Advanced Musicianship I (4)
 42232 Advanced Musicianship II (4)
 42233 Elements of Arranging (3)</p> <p><i>Note: Arts courses must be combined with other one and two credit courses for a total of three.</i></p> <p>9. FOREIGN LANGUAGE
 44101 Elementary French I
 44102 Elementary French II
 44201 Intermediate French I
 44202 Intermediate French II
 44203 Advanced French I
 44204 Advanced French II
 45101 Elementary German I
 45102 Elementary German II
 46101 Elementary Italian I
 46102 Elementary Italian II
 48101 Elementary Spanish I
 48102 Elementary Spanish II
 48201 Intermediate Spanish I
 48202 Intermediate Spanish II
 48203 Spanish Conversation & Comp.
 48204 Introduction to Spanish Lit.</p> <p>10. BASIC COMMUNICATIONS
 11101 Freshman English I and
 13110 Fundamentals of Speech Commun.</p> <p><i>Note: Courses that are a part of the college's General Education requirement and which are followed by an H are Honors sections of regular courses. As such, they are enriched versions of courses that already meet the SUNY Gen. Ed. requirement.</i></p> |
|--|--|

Associate in Arts Degree

Mission

The Associate of Arts degree provides students with an academic and life-enriching general education. It also prepares students for transfer and continued successful academic study.

Goals

Student will:

1. develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being
2. understand both the commonalities and diversity of human experiences, values and opinions
3. understand the forms of artistic expression and their inherent creative processes
4. think critically, applying systematic reasoning, information management and quantitative skills
5. communicate effectively
6. be prepared for transfer to, and success at, upper-level institutions



Associate in Arts Degree

Liberal Arts and Sciences Humanities and Social Sciences Emphasis

(Hegis: 5649)

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
3___	Intermediate Algebra (38104) or higher	3/4	3___	SUNY Natural Science list	3/4
2___	Social Science (Category A)*	3	2___	Social Science (Category B)	3
13110	Fundamentals of Speech	3	___	Restricted SUNY Elective**	3
___	Liberal Arts course	3	___	Liberal Arts course	3
99197-8	Concepts of Physical Wellness	.5	99___	Physical Education	.5
Total: 15.5/16.5			Total: 15.5/16.5		

Third Semester		Credits	Fourth Semester		Credits
112__	200-level English	3	112__	200-level English	3
3___	Math/Science ***	3/4	2___	Social Science (Category D)*	3
2___	Social Science (Category C)	3	___	Elective	3
___	Liberal Arts course	3	___	Elective	3
___	SUNY Arts list	3	___	Elective	3
99___	Physical Education	.5	99___	Physical Education	.5
Total: 15.5/16.5			Total: 15.5		
Total Credits: 62/65					

*Categories A-D must include a SUNY History and a SUNY Social Science.

**SUNY Humanities list or Foreign Language list-Elementary II level or above.

*** 38104 or higher. Lab science not required.

Courses can be taken in different order than indicated once prerequisites are complete.

Guide for Social Science Requirement

GUIDE FOR SOCIAL SCIENCE REQUIREMENT

12 Credits of Social Science - select one course from group A, B, C and D.

A. Economics, United States History, or United States Government

21201 Macro-Economics	23104 U.S. History Since 1865
21202 Micro-Economics	23130 History of African Americans
+ 21203 Economic Development	24101 U.S. Government-National
23103 U.S. History to 1865	24102 U.S. Government-State&Local

B. Psychology

25110 Psych. of Adjustment	+25204 Mental Health & Social Proc.
25111 General Psychology I	+25205 Abnormal Psychology
+25112 General Psychology II	+25206 Psych. of Adulthood & Aging
+25120 Developmental Psychology	+25210 Social Psychology
+25121 Child Psychology	+25210 Social Psychology
+25122 Psychology of Adolescence	+25212 Educational Psychology

C. Anthropology, Criminal Justice, Human Geography, or Sociology

22110 Human Geography	27209 Archaeology & Prehistory
26110 Social Problems	27220 Cultural & Social Anthropology
27201 Introduction to Sociology	28101 Criminal Justice
27202 Amer. Society: Order & Change	28106 Policy-Community Relations
+27203 The Family	28110 Criminology
27208 Human Evolution	29101 Understand. Juvenile Offender

D. History other than U.S., Comparative Government, or International Relations

23105 World History to 1500AD	23170 The Age of Revolution
23106 World History since 1500AD	23180 Modern Europe
23112 Latin American Heritage/History	23201 Modern China & Japan
23120 Africa: Past and Present	23202 Modern India & Southeast Asia
23150 The Greek & Roman World	23203 The Middle East
23160 Medieval & Renaissance Europe	24110 Intro to Political Science
23165 Science, Technology & Society	24120 International Relations
	24130 Comparative Government

We also note that those course offerings that are excluded from satisfying the social science distributional requirement for the A.A. degree are as follows:

26180 Human Sexuality; 26210 International Seminar; 27204 Race, Ethnicity and Society; 6____ Criminal Justice courses; and 71____ Child Care Courses.

+ *prerequisite*

Associate in Arts Degree

Liberal Arts and Sciences—

Humanities and Social Science (HEGIS: 5649)

Jointly Registered Teacher Education Program

Mission

The JRTEP curriculum provides academic preparation and life-enriching experiences for students who plan to:

- teach at the Birth through Grade 6 level
- become certified to teach in New York State
- transfer to SUNY New Paltz

Goals

- To provide a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being
- To encourage students to think critically, apply reasoning, information management, and quantitative skills
- To supply educational opportunities for students to think creatively, apply theory and concept using practical and artistic expression, and communicate effectively both written and verbally.
- To prepare students as successful Junior transfers to New Paltz in Early Childhood and Elementary Education programs.

Student Learning Outcomes of the Jointly Registered Teacher Education Program

The successful graduate of this program will be able to:

- acquire a broad base of knowledge in their academic area of concentration
- demonstrate developmentally appropriate practices in teaching methodology
- understand, welcome, and integrate an unbiased appreciation of a classroom population that is diverse in appearance, performance, ability, and culture
- plan effective, relevant, innovative lesson plans adhering to NYS Learning Standards and /or NAEYC Standards
- grow in professional and ethical standards, collaborative teamwork, self-confidence, confidentiality, and personal achievement

Choosing an Age Level

At SUNY Orange students must choose an age level:

- Birth to Grade 2 (B-2) or First to Sixth Grade (1-6). These are NYS Teaching Certificate age level categories and determine course sequences at Orange.

A.A. Jointly Registered Teacher Education Program

Choosing a Concentration

At SUNY Orange students must choose an educational concentration:

- English (available in B-2 and 1-6) OR
- History (available in B-2 and 1-6) OR
- Spanish (available in 1-6) OR
- Biology (available in 1-6)
- Math (Not available at this time BUT students may still take appropriate courses in 1-6 at Orange preparatory to transfer. See the appropriate advisor.)

Transfer Information

To transfer, SUNY Orange JRTEP students must:

- Meet all entry criteria for Orange
- Declare their intent to be in JRTEP prior to registration for proper advice/courses
- Complete the courses outlined in their academic concentration
- Complete SUNY-mandated General Education Requirement
- Maintain a cumulative GPA of 2.75 (Some courses have higher GPA required)
- Complete the AA or AS degree
- Complete separate application and/or procedures for SUNY New Paltz

When JRTEP students successfully completes the A.A. or A.S. at Orange, they may transfer to New Paltz with full Junior standing to complete the Bachelor's degree.

Admission to New Paltz is guaranteed under the JRTEP, but not always immediately to the Teacher Education Program. What would delay that? Higher numbers of applications and increased retention at New Paltz cause student acceptance to rely heavily on incoming GPAs. Although a 2.75 cumulative minimum GPA is required, recent applicants accepted as transfers had GPAs averaging 3.30+.

Note well: Because teacher education programs and the NYSED certification regulations are precisely defined, it is essential that JRTEP students work closely with both their Orange advisor and the New Paltz advisor who is on campus once a month.

A.A. Jointly Registered Teacher Education Program

Associate in Arts

Liberal Arts and Science:

Humanities and Social Sciences/Childhood Education

B-2 English Concentration

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
23103 US History to 1865 or		25121 Child Psychology	3
23104 US History since 1865	3	71103 Introduction to Early	
13110 Fundamentals of Speech	3	Childhood/Childhood Educ++	3
25111 General Psychology I	3	26110 Social Problems	3
38111 Foundations of Elementary		3___ SUNY Natural Science	3/4
School Mathematics	3		Total: 15/16
99___ Physical Education	1		
	Total: 16		

Third Semester	Credits	Fourth Semester	Credits
112__ Restricted English Elective*	3	112__ Restricted English Elective+	3
112__ Restricted English Elective#	3	11___ Restricted English Elective**	3
11___ Restricted English Elective**	3	22120 Elements of Physical	
4___ Elementary Language I or		Geography	3
Intermediate Language I	3	23105 World History to 1500 or	
71201 Observation/Assessment++***	3	23106 World History since 1500	3
99197/8 Concepts of Wellness	.5	231__ SUNY Western Civilization	3
99___ Physical Education	.5	4___ Elementary Language II or	
	Total: 16	71203 Infant/Toddler Dev++***	3
			Total: 18
			Total Credits: 65/66

* 11207 or 11208

11209 or 11210

+ 11211 or 11212

**Choose two of the following:

11120 Introduction to Mythology

11203 World Literature: Ancient World through the Renaissance

11204 World Literature: Enlightenment to the Modern Age

11205 Drama: Ibsen to O'Neill

11206 Drama: Contemporary

11215 Shakespeare

11216 Children's Literature

11217 Film and Literature

11220 Women Writers

11221 20th Century Literature: Short Story

11222 20th Century Literature: Novel

11223 20th Century Literature: Poetry

11225 International Literature: Non-European

11226 Fantasy Fiction

11230 African American Literature

11297 Special Studies in Literature

++ Local daytime observations beyond college classroom required

*** Spring semester only

A.A. Jointly Registered Teacher Education Program

Associate in Arts

Liberal Arts and Science:

Humanities and Social Sciences/Childhood Education

B-2 History Concentration

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
25111 General Psychology I	3	25121 Child Psychology	3
13110 Fundamentals of Speech	3	71103 Introduction to Early Childhood/Childhood Educ++	3
23180 Modern Europe or		3___ SUNY Natural Science*	3/4
23160 Med/Renaissance Europe	3	___ SUNY Arts*	3
38111 Foundations of Elementary School Mathematics	3	99197/8 Concepts of Wellness	.5
99___ Physical Education	1	99___ Physical Education	.5
	Total: 16		Total: 16/17

Third Semester	Credits	Fourth Semester	Credits
112__ 200 Level English	3	112__ 200 Level English	3
22120 Elements of Physical Geography	3	4___ Foreign Language*	3
4___ Foreign Language**	3	23104 US History since 1865	3
23103 US History to 1865	3	24101 US Gov't National	3
27220 Social/Cultural Anthropology	3	71203 Infant and Toddler++#	3
71201 Obser. and Assessment++	3	23201/2 China and Japan or India and Southeast Asia	3
	Total: 18		Total: 18
			Total Credits: 68/69

*See SUNY General Education course listing

**Two semesters of same foreign language

++ Local daytime observations beyond the college classroom required

Spring semester only

A.A. Jointly Registered Teacher Education Program

Associate in Arts

Liberal Arts and Science:

Humanities and Social Sciences/Childhood Education

1-6 English Concentration

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
23103 US History to 1865 or		25111 General Psychology I	3
23104 US History since 1865	3	71103 Introduction to Early Childhood/Childhood Educ++	3
13110 Fundamentals of Speech	3	4___ Foreign Language##	3
4___ Foreign Language##	3	3___ SUNY Natural Science	3/4
38111 Foundations of Elementary School Mathematics	3	99197/8 Concepts of Wellness	.5
99___ Physical Education	1	99___ Physical Education	.5
Total: 16		Total: 18/19	

Third Semester	Credits	Fourth Semester	Credits
112__ Restricted English Elective*	3	112__ Restricted English Elective+	3
112__ Restricted English Elective#	3	11___ Restricted English Elective**	3
11___ Restricted English Elective**	3	22120 Elements of Physical Geography	3
25121 Child Psychology	3	23105 World History to 1500 or	
26110 Social Problems	3	23106 World History since 1500	3
Total: 15		231__ SUNY Western Civilization	3
		Total: 15	
		Total Credits: 62/63	

* 11207 or 11208

11209 or 11210

+ 11211 or 11212

##Two semesters of the same foreign language

**Choose two of the following:

11120 Introduction to Mythology

11203 World Literature: Ancient World through the Renaissance

11204 World Literature: Enlightenment to the Modern Age

11205 Drama: Ibsen to O'Neill

11206 Drama: Contemporary

11215 Shakespeare

11216 Children's Literature

11217 Film and Literature

11220 Women Writers

11221 20th Century Literature: Short Story

11222 20th Century Literature: Novel

11223 20th Century Literature: Poetry

11225 International Literature: Non-European

11226 Fantasy Fiction

11230 African American Literature

11297 Special Studies in Literature

++Local daytime observations beyond college classroom required

A.A. Jointly Registered Teacher Education Program

Associate in Arts

Liberal Arts and Science:

Humanities and Social Sciences/Childhood Education

1-6 History Concentration

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
25111 General Psychology I	3	23160 Med/Ren Europe	3
13110 Fundamentals of Speech	3	71103 Introduction to Early Childhood/Childhood Educ++	3
23180 Modern Europe	3	3___ SUNY Natural Science	3/4
38111 Foundations of Elementary School Mathematics	3	___ SUNY Arts	3
99___ Physical Education	1	99197/8 Concepts of Wellness	.5
	Total: 16	99___ Physical Education	.5
			Total: 16/17

Third Semester	Credits	Fourth Semester	Credits
112__ 200-Level English	3	112__ 200-Level English	3
22120 Elements of Physical Geography	3	4___ Foreign Language*	3
4___ Foreign Language*	3	23104 US History since 1865	3
23103 US History to 1865	3	24101 US Gov't National	3
27220 Social/Cultural Anthropology	3	25121 Child Psychology	3
	Total: 15	23201 China and Japan or 23202 India and Southeast Asia	3
			Total: 18
			Total Credits: 65/66

**Two semesters of same foreign language*

++ Local daytime observations beyond college classroom required

A.A. Jointly Registered Teacher Education Program

Associate in Arts

Liberal Arts and Science:

Humanities and Social Sciences/Childhood Education

1-6 Spanish Concentration

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
23103 US History to 1865 or		25111 General Psychology I	3
23104 US History since 1865	3	71103 Introduction to Early Childhood/Childhood Educ++	3
13110 Fundamentals of Speech	3	48202 Intermediate Spanish II	3
48201 Intermediate Spanish I	3	3___ SUNY Natural Science*	3/4
38111 Foundations of Elementary School Mathematics	3	99197/8 Concepts of Wellness	.5
99___ Physical Education	1	99___ Physical Education	.5
Total: 16		Total: 16/17	

Third Semester	Credits	Fourth Semester	Credits
112__ 200-Level English	3	112__ 200-Level English	3
25121 Child Psychology	3	48204 Intro to Spanish Lit	3
48203 Spanish Conv and Comp	3	22120 Elements of Physical Geography	3
231__ SUNY Western Civilization	3	23___ Restricted SUNY World Civilization Elective**	3
26110 Social Problems	3	___ SUNY Arts*	3
Total: 15		Total: 15	
		Total Credits: 62/63	

*See SUNY General Education course listing

**Latin American Heritage/History (23112), World History to 1500 (23105), or World History since 1500 (23106)

++ Local daytime observations beyond college classroom required

Associate in Arts Degree

Liberal Arts and Sciences:

International Studies

(HEGIS: 5622)

Mission

The Associate of Arts degree in International Studies provides students with an academic and life-enriching general education. It also prepares the students for transfer and continued successful academic study leading to a bachelor of arts degree in international studies.

Goals

Students will:

1. develop a foundation of essential knowledge about the cultural, social, and natural worlds, and individual well-being.
2. understand both the commonalities and diversity of human experiences, values and opinions.
3. understand the forms of artistic expression and their inherent creative processes.
4. think critically, applying systematic reasoning, information management and quantitative skills.
5. communicate effectively in English and develop a basis for continued progress in acquiring skills in a language other than English.
6. be prepared for transfer to, and success at, upper-level institutions offering programs of study in International Studies.

This program is designed to prepare freshmen/sophomore-level students for further education in International Studies at the upper-division college level leading to a bachelor of arts degree. Students may choose one of three emphases: social sciences, humanities, or business. Twelve (12) credits in one emphasis constitute the elective portion of this proposed program. Graduates of this program may use it to advance their careers in international law, research and teaching within the social sciences, international business and economics and in the humanities.

A.A. Liberal Arts and Sciences: International Studies (continued)

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	1102 Freshman English II	3
3___ Inter Algebra (38104) or higher	3	23106 World History Since 1500AD	3
23105 World History to 1500 AD	3	4___ Language Intermediate II*	3
4___ Language Intermediate I*	3	2___ Social Science Elective (Category A)	3
3___ Emphasis Elective***	3	___ Emphasis Elective ***	3
99___ Physical Education	1	99___ Physical Education	.5
	Total: 16	99197-8 Concepts of Physical Wellness	.5
			Total: 16
Third Semester	Credits	Fourth Semester	Credits
22110 Human Geography	3	112__ Advanced English **	3
112__ Advanced English **	3	24130 Comparative Gov.****	3
2___ Social Science Elective (Category B)	3	3___ Math/Lib.Arts Science Elective	3
24120 International Relations****	3	13110 Fundamentals of Speech	3
3___ SUNY Natural Science List	3/4	___ Emphasis Elective ***	3
___ Emphasis Elective ***	3		Total: 15
	Total: 18/19		Total Credits: 65/66

NOTE: A, B, C and D following social science course titles listed above refer to groupings of courses necessary to meet distribution requirements.

* *A student must demonstrate foreign language proficiency through the Intermediate II level by course work and/or examination as per college policy. Note: The six credit hour humanities requirement for the A.A. degree is met when the student has completed two semesters of study of the same language. Students who need four semesters of foreign language study (12 credits) may apply three of those credits to the liberal arts elective. Students in the Humanities Emphasis may use the other additional 3 credits as part of their Emphasis elective. Students in the Social Sciences or Business Emphasis will have 3 credits beyond the 62/63 credits in order to meet their program requirements.*

** *Students should choose a 200-level English course which includes literature from a foreign country.*

*** *12 hours of social science or 12 hours of humanities or 12 hours of business electives from lists found below, according to the emphasis in the program chosen by the student.*

Social Science Emphasis Electives: Macro-Economics, Micro-Economics, Economic Development, Introduction to Political Science, Comparative Governments, Introduction to Sociology, Human Evolution, Archaeology and Prehistory, Cultural and Social Anthropology, Cultural/Historical Seminar, Field Studies, International Relations and all history and area studies courses.

Humanities Emphasis Electives: 200-level English, Foreign Language, Philosophy, Religion, Music, Art, Speech or Theater courses.

Business Emphasis Electives: Introduction to International Business (a requirement) plus three others from this group: Financial Accounting, Managerial Accounting, Business Law 1, Principles of Marketing and Principles of Management.

**** *Either 24120 (Fall) or 24130 (Spring) is required, not both.*

Please note that not all courses are offered in the evening.

Associate In Science Degree

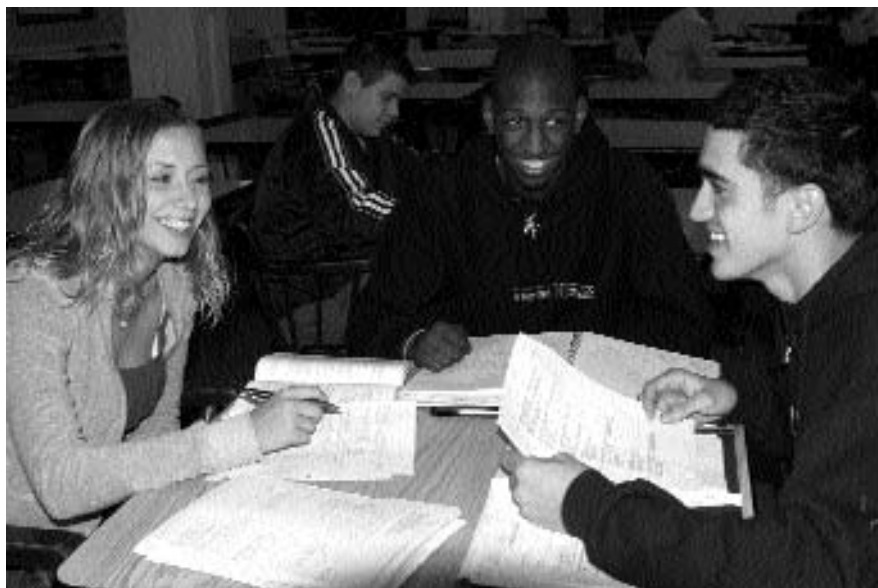
Purpose

The AS degree programs provide courses of study in Mathematics and Natural Sciences, Engineering Science, Exercise Studies, Business Administration, Individual Studies, and Computer Science which constitute the first two years of, and prepare students for transfer to, baccalaureate programs.

Goals

Student will:

1. develop the ability to communicate (reading, writing, and speaking) effectively.
2. develop life-long skills that contribute to maintaining good physical health.
3. develop the ability to make value judgments based on learning, observation, and experience.
4. develop scientific methods of inquiry.
5. acquire knowledge in a specialized area.
6. explore other areas of knowledge.



Associate in Science Degree

Business: Accounting

(HEGIS: 5002)

Accredited by Association of Collegiate Business Schools and Programs (ACBSP),
7007 College Boulevard., Suite 420, Overland Park, KS 66211 (913) 339-9356

This curriculum has been designed for those who plan to continue their education in accounting or finance at a four-year college. Because degree requirements vary at transfer institutions, majors are urged to see their accounting faculty advisors and contact the Admissions Office of the transfer institution.

IT IS RECOMMENDED THAT STUDENTS ENTERING THIS A.S. PROGRAM HAVE SUCCESSFULLY COMPLETED THREE OR MORE YEARS OF COLLEGE PREPARATORY MATH AND HAVE AN OVERALL HIGH SCHOOL AVERAGE OF 75 OR ABOVE.

For some students, an A.A.S. degree in BUSINESS: ACCOUNTING TECHNICIAN may be more appropriate.

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
_____	Restricted SUNY Elective*	3	_____	Restricted SUNY Elective*	3
38__	Math Course**	3/4	38__	Math Course**	3/4
55106	Keyboarding***	1	21201	Macro-Economics	3
55133	Financial Accounting	4	55134	Managerial Accounting	4
55161	Microcomputer Appls.	3	99__	Physical Education	.5
99__	Physical Education	1	9197-8	Concepts of Physical Wellness	.5
Total: 17/18			Total: 18/19		

Third Semester		Credits	Fourth Semester		Credits
21202	Micro-Economics	3	_____	Restricted SUNY Elective*	3
_____	SUNY Natural Science list	3/4	55122	Marketing <u>or</u>	
55221	Business Law I	3	55216	Principles of Management	3
55234	Accounting w/ Micro. Appl. <u>or</u>		55222	Business Law II	3
55205	Business Statistics	3	55232	Intermediate. Accounting II	4
55231	Intermediate. Accounting I	4	55202	Business Communications	3
Total: 16/17			Total: 16		
			Total Credits: 67/70		

55239 Accounting Internship+ 3 cr.

* Select from three different SUNY lists; do not duplicate: American History, Western Civilization, Other/World Civilization, Arts, Foreign Language.

** Select one of the following pairs:

(38107 and 38108) (38108 and 38205) (38109 and 38205) (38205 and 38206)

*** Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

+ This course is an additional, optional course and does not replace any other course in this program.

Accounting Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate knowledge of advanced accounting theory and application.
2. report successful transfer to a college/university or training program.

A.S. Business Administration

Associate in Science Degree

Business Administration

(HEGIS: 5004)

*Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356*

This curriculum has been designed for those who plan to continue their business education at a four-year college. After transfer, graduates may major in areas such as: management, marketing, finance, human resource management. Because degree requirements vary at transfer institutions, majors are urged to see their business faculty advisors and contact the Admissions Office of the transfer institution.

IT IS RECOMMENDED THAT STUDENTS ENTERING THIS A.S. PROGRAM HAVE SUCCESSFULLY COMPLETED THREE OR MORE YEARS OF COLLEGE PREPARATORY MATH AND HAVE AN OVERALL HIGH SCHOOL AVERAGE OF 75 OR ABOVE.

For some students, an A.A.S. degree in a business management or a related concentration may be more appropriate.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
13110 Fundamentals of Speech	3	_____ Restricted SUNY Elective**	3
38__ Selected Math Courses*	3/4	38__ Selected Math Courses*	3/4
55122 Principles of Marketing	3	55134 Managerial Accounting	4
55133 Financial Accounting	4	55216 Principles of Management	3
	Total: 16/17	99__ Physical Education	.5
		99197-8 Concepts of Physical Wellness	.5
			Total: 17/18

Third Semester	Credits	Fourth Semester	Credits
21201 Macro-Economics	3	21202 Micro-Economics	3
_____ SUNY Natural Science list	3/4	_____ SUNY Natural Science list	3/4
55106 Keyboarding***	1	55161 Microcomputer Applications	3
55205 Business Statistics	3	_____ Restricted SUNY Elective****	3
55221 Business Law I	3	55121 International Business	3
55246 Human Resource Management	3	55222 Business Law II	3
99__ Physical Education	1		Total: 18/19
	Total: 17/18		Total Credits: 68/72

* Select one of the following pairs of courses: 38107 and 38108; or 38108 and 38205; or 38109 and 38205, or 38205 and 38206.

**SUNY American History, Western Civilization or Other/World Civilization or Arts or Foreign Language lists.

***Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

****Select from list not chosen in Second Semester Restricted SUNY Elective list above.

Business Administration Program Goals

1. To prepare students with the knowledge and skills that would enable them to transfer to a four-year institution in a business-related program.
2. To comply with general education requirements to enable a successful transfer.

Business Administration Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate knowledge of advanced business administration theory and principles.
2. report successful transfer to a college/university or training program.



A.S. Computer Science

Associate in Science Degree

Computer Science

(HEGIS: 5101)

The A.S. degree in Computer Science is designed for students of mathematics and science who wish to pursue a B.S. degree in Computer Science at senior colleges and universities. The curriculum is structured to emphasize scientific applications and the theoretical concepts which underlie computer design and development, languages, and systems.

To initiate this plan of study, the student must have completed three and one-half years of high school mathematics.

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
2____	SUNY Social Science list	3	2____	Restricted History Elective*	3
38210	Computer Science I	4	38206	Calculus II	4
38205	Calculus I	4	38211	Computer Science II	4
13110	Fundamentals of Speech	3	51104	Digital Electronics I	4
99____	Physical Education	1	99____	Physical Education	.5
		Total: 18	99197-8	Concepts of Physical Wellness	.5
					Total: 19
Third Semester		Credits	Fourth Semester		Credits
35101	General Physics I** <u>or</u>		35102	General Physics II** <u>or</u>	
35105	General Physics I w/calculus	4	35106	General Physics II w/calculus	4
38209	Linear Algebra	3	38112	Introduction to Statistics	3
38212	Data Structures	3	38114	Discrete Mathematics	3
____	Restricted Elective***	3	38231	Computer Org. &	
		Total: 13	____	Assembly Language Prog.	3
			____	Electives	2/4
					Total: 15/17
					Total Credits: 65/67

*SUNY American History or Western Civilization or Other/World Civilization.

**Consult catalog of the college to which you intend to transfer. Some require the General Physics with calculus.

***SUNY Arts or Foreign Language lists or any list not selected from in Second Semester SUNY History Elective above.

A.S. Computer Science (continued)

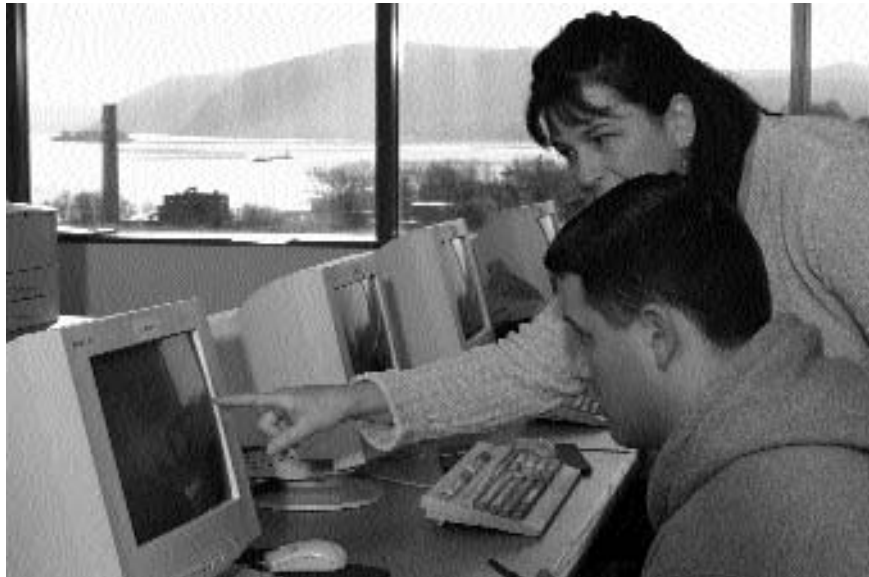
Computer Science Program Goals

The goal of the A.S. program in Computer Science is to prepare students for successful transfer into B.S. Computer Science degree programs at senior colleges or universities.

Computer Science Student Learning Outcomes

Students will demonstrate:

1. ability in problem solving and communicating algorithms clearly, utilizing structures/top-down algorithm design processes.
2. familiarity with a wide variety of abstract data structures and data encapsulation concepts.
3. knowledge of assembler language programming as it applies to computer architecture and operating systems.
4. ability in computational methods of mathematics and physical science necessary for computer modeling.



A.S. Criminal Justice

Associate in Science Degree

Criminal Justice

(HEGIS: 5505)

The purpose of this program is to provide students with appropriate academic courses to insure they will be able to transfer to any SUNY college as well as to other four-year colleges in the field of criminal justice. Students will have the option to select courses within A.S. degree requirements to insure that those courses will transfer to the college of their choice. This will permit students to graduate with a baccalaureate degree in two years after they graduate from Orange County Community College.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
28101 Criminal Justice	3	28110 Criminology	3
28106 Police Community Relations	3	3____ College Algebra (38107) or higher* 3/4	
69105 Industrial/Private Security <u>or</u>		69101 Police Organization Admn.	3
69102 Patrol Operations	3	69204 Criminal Investigation II	3
69203 Criminal Investigation I	3	99__ Physical Education	1
99__ Physical Education	.5	99197-8 Concepts of Physical Wellness	.5
	Total: 16		Total: 16/17

Third Semester	Credits	Fourth Semester	Credits
25111 General Psychology <u>or</u>		13110 Fundamentals of Speech	3
26110 Social Problems	3	____ Restricted SUNY Elective**	3
28107 Critical Issues in Law		29101 Understanding the Juvenile	
Enforcement	3	Offender	3
3____ SUNY Natural Science list	3/4	67210 Criminal Law	3
69206 Criminalistics	3	____ Elective	3
____ Restricted SUNY Elective**	3		Total: 15
	Total: 15/16		Total Credits: 62/64

* Students must complete 38107 College Algebra (or higher). 38104 Basic Math II can be counted as an elective.

** Select two from SUNY Western Civilization or Other/World Civilization or Arts or Foreign Language or American History lists. Do not duplicate.

Criminal Justice - Police Student Learning Outcomes

Graduates will:

1. possess appropriate entry-level skills to seek employment in various law enforcement agencies.
2. possess broad general education backgrounds.
3. be better academically prepared to compete in competitive merit exams often required for employment in law enforcement.
4. be able to perform their duties in an ethical, safe and efficient manner.
5. be familiar with the various practices and laws relating to criminal justice agencies.
6. be able to employ critical thinking and problem solving skills employed as a criminal justice practitioner.
7. better interact with persons of the communities they serve and are members of.
8. be aware of their duty to responsibly practice their duties in a manner that maintains the integrity expected of persons employed in law enforcement.
9. recognize the importance of community involvement by participation in events.
10. Students and our graduates will develop and pursue learning for personal and professional growth related to their profession.



A.S. Engineering Science

Associate in Science Degree

Engineering Science

(HEGIS: 5609)

- Mechanical Engineering, ME
- Civil Engineering, CE
- Electrical Engineering, EE
- Chemical Engineering, ChE
- Environmental Engineering
- Biological Engineering
- Computer Engineering
- Geological Engineering
- Architectural Engineering
- Materials Engineering
- Aeronautical Engineering

The basic courses in calculus and in engineering physics constitute the nucleus of this program for students who plan to specialize in one of the above engineering fields at a four-year college. Selected courses in liberal arts support and enhance the core study.

To initiate this program, students must have tested into 38205 (Calculus I) or must have completed either Math 38108 (College Trigonometry) or 38109 (Pre-Calculus Mathematics.) A student who does not meet this requirement should not be discouraged but should meet with an advisor regarding a planned course of study. See note below.

First Semester	Credits	Second Semester	Credits
11101 Freshman English	3	11102 Freshman English II	3
34105 General Chemistry I	4	35104 Phys. for Sci. & Eng. II	4
35103 Phys. for Sci. & Eng. I	4	34106 General Chemistry II	4
38205 Calculus I	4	38206 Calculus II	4
53101 Engineering I	3	53102 Engineering II	3
99___ Physical Education	.5	99___ Physical Education	.5
99197-8 Concepts of Physical Wellness	.5	99___ Physical Education	.5
Total	19	Total	19

Third Semester	Credits	Fourth Semester	Credits
2___ SUNY Social Science list	3	23___ SUNY American History list	3
35203 Phys. for Sci. & Eng. III	4	38208 Diff. Equ. & Series	4
38207 Calculus III	4	53206 Mechanics II	4
53205 Mechanics I	4	___ Restricted Engineering Elective	3
___ Restricted Engineering Elective*	3	___ Restricted Engineering Elective*	2/3
Total	18	Total	16/17
		Total Credits	72/73

* Students must take a minimum of eight engineering elective credits (35204 or 53___ or 342___). Students must choose electives from the following list - Modern Physics (35204), Circuit Theory (53212), Solid Mechanics (53220), Thermodynamics (53214), Engineering Computations (53216), Materials Science (53218), Organic Chemistry I (34201), Organic Chemistry II (34303), Linear Algebra (38209) - depending on their area of specialization. Students majoring in chemical, biological or environmental engineering should plan to take Organic Chemistry I and II. Organic Chemistry II (34202) may be substituted for Mechanics II (53206) with the permission of the Department Chair. Computer Engineering majors should also take Computer Science II (38221) and Data Structures (38212). Proper advising is crucial for proper course selection.

A.S. Engineering Science (continued)

The Engineering program can be completed on a part-time basis over a longer period than four semesters. Often students who have missed some of the foundation courses in high school, or who have job or family commitments, have enrolled in a reduced number of courses each semester and completed them with great success. If this approach is desirable, students should speak with a member of the Engineering Department who will advise them.

Engineering Science Degree Program Goals

The primary goal of the A.S. Degree in Engineering Science is to prepare our students for successful transfer into upper-level Bachelor of Science programs in the various fields of Engineering.

Engineering Science Learning Outcomes

1. The student will demonstrate literacy in the basic mathematical, computational and scientific languages of Engineering Science.
2. The student will demonstrate a mastery of communication skills, both written and oral, especially in their applications to Engineering Science.
3. The student will demonstrate literacy in a programming language and in computer assisted techniques for engineering design.
4. The student can plan, organize and implement laboratory experiments and prepare a formal detailed laboratory report of findings.
5. The student can set up and solve Engineering Science problems, using advanced mathematical techniques, with and without computers.
6. The student can conduct herself or himself in a professional manner consistent with acceptable standards and ethics.



A.S. Exercise Studies

Associate in Science Degree

Liberal Arts and Sciences— Exercise Studies

(HEGIS: 5299.30)

The A.S. degree in Exercise Studies is designed specifically for those students who wish to transfer to four-year programs. This unique curriculum provides students the opportunity to explore the many exciting career options—such as cardiac rehabilitation, sports medicine, athletic training, aerobic fitness, human performance technology, health spa management, and exercise physiology— related to the study of physical fitness.

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
2___	SUNY Social Science list	3	3___	Inter Algebra (38104) or higher	3
31105	Anatomy & Physiology I	4	31106	Anatomy & Physiology II	4
58___	Skills	1	58___	Skills	1
58105	Intro to Physical Education	2	58160	Intro to Bio-Mechanics of Human Movement	3
___	Elective	3	58210	Contemporary Health	3
Total: 16			Total: 17		

Third Semester		Credits	Fourth Semester		Credits
13110	Fundamentals of Speech	3	58___	Skills	1
31111	Nutrition	3	58106	CPR	1
58___	Skills	1	58170	Substance Abuse	3
58150	First Aid	2	58232	Physical Fitness & Exercise Prescription	3
58230	Basic Exercise Physiology	3	___	Restricted History Elective*	3/6
___	SUNY Elective	3	___	Restricted SUNY Elective**	3
Total: 15			Total: 14/17		
Total Credits: 62/65					

*SUNY American History or Western Civilization or Other/World Civilization list.

**SUNY Arts or Foreign Language lists or list not chosen in Restricted History Elective above.

Students are encouraged to take 58901 Introduction to Exercise Science.

Exercise Studies Student Learning Outcomes

The purpose of the exercise studies program is to develop both a knowledge base and practical "hands-on" experience for students who are interested in pursuing a career in an area of exercise science. The coursework will provide a sound foundation of applied anatomy and physiology as well as practical use of tests and measurements used in the growing field of human performance and movement science. Upon completion of this degree, students will be prepared to sit for a national certification exam in personal training or fitness instruction. Students will also be prepared to transfer to a four-year institution to continue their studies toward a baccalaureate degree in the field(s) of exercise science.

Associate in Science Degree

Liberal Arts and Sciences— Mathematics and Natural Sciences Emphasis

(HEGIS: 5649)

Degree Requirements:

- 6 credits Freshman English I & II
- 6 credits social sciences
- 30 credits natural sciences and mathematics, including as a minimum:
 - 6-8 credits of natural sciences with laboratory components
 - 6-8 credits of math (38107 or higher—see restrictions in course descriptions)
 - 14-18 credits additional math (38105 or higher) and liberal arts science
- 12 credits electives
- 2 credits physical education

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
2___ SUNY Social Science list	3	2___ Restricted History Elective**	3
3___ SUNY Natural Science list*	3/4	3___ SUNY Natural Science list*	3/4
___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4	___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4
38107 College Algebra or higher*	3/4	38107 College Algebra or higher or Liberal Arts Science*	3/4
99197-8 Concepts of Physical Wellness	.5	99___ Physical Education	.5
Total:	15.5/18.5	Total:	15.5/18.5

Third Semester	Credits	Fourth Semester	Credits
13110 Fundamentals of Speech	3	___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4
___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4	___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4
___ 38105 Math for Liberal Arts or higher or Liberal Arts Science*	3/4	___ Elective	3
___ Restricted SUNY Elective***	3	___ Elective	3
___ Elective	3	___ Elective	3
99___ Physical Education	.5	99___ Physical Education	.5
Total:	15.5/17.5	Total:	15.5/17.5
		Total Credits:	62/72

* Select from 21000 through 29000 series courses.

*Minimum 30 credits Natural Science and Math.

**SUNY American History or Western Civilization or Other/World Civilization lists.

***SUNY Arts or Foreign Language lists.

A.S. Mathematics and Natural Sciences

Mathematics and Natural Sciences Mission

The program is designed for a student who intends to transfer to a four-year institution to earn a baccalaureate degree in math, natural or physical sciences. The curriculum of this program is designed to provide a solid foundation in the basics of natural and physical sciences/mathematics upon which a student can build with future course work. Students are supported through services such as advising, study areas, lab resources and staff, computer technology resource center, library facilities, and quality classrooms.

Mathematics and Natural Sciences Student Learning Outcomes

The student will be able to:

1. transfer to a four-year institution to earn a baccalaureate degree in math, natural or physical science.
2. acquire a broad base of knowledge in the liberal arts.
3. acquire and develop technological skills and/or laboratory skills
4. demonstrate an understanding of the scientific method: observation, hypothesis development, measurement and data collection, evaluation of data, mathematical analysis of data, and the ability to draw conclusions.



A.S. Jointly Registered Teacher Education Program - Biology

Associate in Science Degree

**Liberal Arts and Sciences—
Math and Science**

(HEGIS: 5649)

**Jointly Registered Teacher Education Program
Biology Concentration (Elementary Education Grades 1-6)**

Orange County Community College and SUNY New Paltz have developed a jointly registered liberal arts/teacher education program, approved by the New York State Education Department, for the benefit of students who plan to teach at the first grade through sixth grade level. SUNY Orange students entering this program are, at the same time, accepted into The College at New Paltz. Upon successful completion of the A.S. degree at SUNY Orange, with a 2.75 grade point average, students may transfer to SUNY New Paltz with full junior standing in order to complete the Bachelor's degree. Admission to New Paltz is guaranteed under this joint program, but not to the Teacher's Education Program.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
25111 General Psychology I	3	25121 Child Psychology	3
31101 General Biology I	4	31102 General Biology II	4
_____ Restricted SUNY Elective*	3	_____ Restricted SUNY Elective*	3
38107 College Algebra or higher	3	38111 Foundations of Elementary	
99___ Physical Education	1	School Mathematics	3
	Total: 17	_____ Restrictive SUNY Elective *	3
			Total: 19
Third Semester		Fourth Semester	
31212 Genetics	4	13110 Fundamentals of Speech	3
4___ Foreign Language**	3	4___ Foreign Language**	3
_____ Restricted SUNY Elective*	3	_____ Restricted SUNY Elective*	3
31___ Approved Biology Elective+	3	33201 Comp. Vertebrate Anatomy	3
71103 Intro to Early Childhood/ Childhood Education++	3	99___ Physical Education	.5
	Total: 17	99197-8 Concepts of Phys. Wellness	.5
		22120 Elements of Phys Geography	3
			Total: 16/17
			Total Credits: 69/70

*Student must take one course in each of the SUNY General Education Requirements: *American History, Western Civilization, Other/World Civilization and Art.*

**Two semesters of the same foreign language

+ 31112 Avian Biology; 31115 Environmental Conservation; 31120 Field Biology

++Local daytime observations beyond college classroom required.

A.S. Jointly Registered Teacher Education Program Student Learning Outcomes:

1. transfer to the State University of New York at New Paltz to earn a baccalaureate degree
2. acquire a broad base of knowledge in the liberal arts
3. acquire and develop technological skills and/or laboratory skills
4. demonstrate an understanding of the scientific method: observation, hypothesis development, measurement and data collection, evaluation of data, mathematical analysis of data, and the ability to draw conclusions.

A.S. Individual Studies

Associate in Science Degree

Liberal Arts and Sciences—

Individual Studies

(HEGIS: 5699)

Individual Studies is a transfer degree program designed for those students whose goals are not adequately addressed by one of the college's other programs. Its purpose is to allow students to shape a program to meet their individual needs.

The program is divided into three components: core requirements, concentration area, and electives. Core requirements are intended to provide students with a firm general education foundation through exposure to the three traditional areas of liberal arts study—humanities, social science, and sciences—and by development of communication and computational skills. The concentration area is comprised of course work reflecting the individual's educational objectives. The elective component provides the student with the flexibility.

Students admitted to the Individual Studies Program select courses to fulfill the core requirements with the assistance of a special advisor assigned by the Counseling and Guidance Center. Prior to the sophomore year, the student is required to submit an Individual Studies Program Plan to the Vice President for Academic Affairs for approval. This form, available in the Office for Academic Affairs and the Counseling Center, requires a 250 word statement of the student's educational objectives; the courses selected should reflect a coherent sequence of study which supports the objectives. On approval of the plan, the Vice President for Academic Affairs or his or her designee will assign a faculty advisor whose academic background is appropriate to the student's area of concentration to assist in the next phase of study.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
____ Restricted SUNY Elective*	3	____ SUNY Humanities list	3
3____ 38105 Math for Liberal Arts		3____ SUNY Natural Science list	3/4
or higher	3	2____ SUNY Social Science list	3
23____ Restricted History Elective**	3	____ Concentration	3
13110 Fundamentals of Speech	3	99____ Physical Education	.5
99197-8 Concepts of Physical Wellness	.5		Total: 15.5/16.5
	Total: 15.5		

Third Semester	Credits	Fourth Semester	Credits
3____ Math/Science ***	3/4	____ Concentration	3
2____ SUNY Social Science list	3	____ Concentration	3
____ Concentration	3	____ Restricted SUNY Elective****	3
____ Concentration	3	____ Elective	3
____ Concentration	3	____ Elective	3
99____ Physical Education	.5	99____ Physical Education	.5
	Total: 15.5/16.5		Total: 15.5
			Total Credits: 62/64

* *SUNY Arts or Foreign Language at Elementary II level or higher.*
 ** *23103 or 23104 or 23105 or 23106 or 23150 or 23160 or 23170 or 23180.*
 *** *38106 (Contemporary Mathematics) or higher or any liberal arts science course.*
 **** *SUNY Humanities or Arts or Foreign Language lists.*

Associate in Applied Science Degree

Purpose:

To provide two years of college-level studies with emphasis on developing a technical competence in a specific career area.

Goals

Student will:

1. develop professional/technical skills for career entry.
2. develop suitable skills and standards in reading, writing, and speaking for study, career, and self.
3. acquire a foundation of general and specific knowledge for present use and future growth in a career field.
4. develop a comprehension of and ability to use the scientific method as an instrument of thought.
5. encourage a commitment to clearly articulated values which enable students to assess their roles in careers and communities.
6. develop a foundation of knowledge and skills for physical and mental well-being.
7. examine the institutional systems and their relationships in a contemporary society.

General Degree Requirements

A minimum of 2 credits of physical education and 20 credits of liberal arts including:

Freshman English I & II	6 crs.
Social Science*	6 crs.
Mathematics or Sciences	6 crs.

These are only general degree requirements, see the specific A.A.S. program for exact course requirements. Note that some A.A.S. programs require a minimum of C in each professional/technical course for progression and graduation from the program. These programs are identified on the following pages. For these and all other A.A.S. degree programs, students are required to achieve a CQPA of C (2.00) in their professional/technical major.

*Select from 21000 through 29000 series courses.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

A.A.S. Business - Accounting Technician

Associate in Applied Science Degree

Business - Accounting Technician

(HEGIS: 5002)

Accredited by the Association of Collegiate Business Schools and Programs (ACBSP) 7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356

This two-year course of study is designed to prepare graduates for entry-level positions such as a full-charge bookkeeper, junior accountant, accounting clerk or office manager in the private, public or government sectors. The student will become familiar with a variety of accounting concepts, practices and automated procedures. Topics include, but are not limited to, general ledger maintenance, financial statement transactions, payroll, sales tax, and employer periodic reporting requirements. Additionally, graduates will be prepared for the Certified Bookkeeper Exam offered independently by the American Institute of Professional Bookkeepers.

Those students who are interested in transferring to a four-year institution should consider the A.S. Degree in Business: Accounting or consult with their advisor.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
38__ Mathematics	3	38__ Mathematics	3
55101 Business Math	3	55161 Microcomputer Appls.	3
55110 Introduction to Business	3	55120 Business & Society	3
55131 Accounting Principles I	4	55132 Accounting Principles II	4
55106 Keyboarding**	1	99__ Physical Education	.5
99__ Physical Education	1	99197-8 Concepts of Physical Wellness	.5
	Total: 17		Total: 18

Third Semester	Credits	Fourth Semester	Credits
2__ Any Social Science	3	2__ Any Social Science	3
55221 Business Law I	3	55222 Business Law II	3
55253 Accounting Practice*	4	55118 Personal Finance	3
55237 Income Tax Procedures I	3	55202 Business Communications	3
55234 Acctg. w/Micro Appl.*	3	___ Liberal Arts Elective	3
	Total: 16		Total: 15
			Total Credits: 66

55239 Accounting Internship+ 3 cr.

* Students must achieve a grade of C- or better to graduate from this program.

** Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

+This course is an additional, optional course and does not replace any other course in this program.

Accounting Technician Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate successful hands-on accounting applications.
2. acquire and demonstrate the ability to effectively communicate both orally and in written documents.
3. acquire and demonstrate the ability to effectively interface with an automated accounting system.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Business - Business Management

(HEGIS: 5004)

*Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356*

This program prepares students for positions such as management trainee, first line supervisor, and higher levels of management for either profit or non-profit organizations. Emphasis is placed on developing interpersonal and conceptual skills such as motivation, communication, performance appraisal, decision making and problem solving. Various business tools including accounting, computer information systems, and law, as well as liberal arts courses are integrated into the program.

Focus is also placed on entrepreneurship for those interested in operating their own business or applying this managerial approach in a medium to large organization or in the public sector.

Many students in this program have been able to transfer to a four-year college to continue their education.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
2___ Any Social Science	3	2___ Any Social Science	3
3___ Math or Liberal Arts Science	3	3___ Math or Liberal Arts Science	3
55101 Business Math	3	55120 Business and Society	3
55110 Introduction to Business	3	55122 Prin. of Marketing	3
99___ Physical Education	.5	99___ Physical Education	1
99197-8 Concepts of Physical Wellness.5	.5	Total:	16
Total: 16			

Third Semester	Credits	Fourth Semester	Credits
55106 Keyboarding*	1	55132 Accounting Principles II	4
55131 Accounting Principles I	4	55216 Principles of Management	3
55161 Microcomputer Applications	3	55222 Business Law II	3
55202 Business Communications	3	55242 Entrepreneurship** <u>or</u>	1
55221 Business Law I	3	55264 Internship: Business	3
55246 Human Resource Management	3	___ Liberal Arts Elective	3
Total: 17		Total:	16
		Total Credits: 65	

* Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

**Former title - Small Business Management

Business Management Program Goals

1. To prepare student with the knowledge and skills that would enable them to begin a career in management or general business.
2. To comply with general education requirements for a liberal arts background to promote life-long awareness.

A.A.S. Business - Business Management

Business Management Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the knowledge and ability to be successful in their business careers.
2. acquire and demonstrate the ability to effectively communicate both orally and in written documents.
3. acquire and demonstrate advanced competencies through the Entrepreneurship or Internship courses.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



A.A.S. Business - Computer Information Systems

Associate in Applied Science Degree

Business - Computer Information Systems (HEGIS: 5101)

*Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356*

The CIS Program offers two options: Programming and Internet Systems and Applications.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
38__ Intermediate Algebra or Higher	3	38__ College Algebra or Higher	3
55106 Keyboarding*	1	55166 Systems Analysis and Design	3
55110 Introduction to Business	3	____ Restricted Liberal Arts Elective**3	
55150 Computer Information Systems	3	55171 C Programming	3
55161 Microcomputer Applications	3	____ Option Credits	3
Total:	16	Total:	18

Third Semester	Credits	Fourth Semester	Credits
2__ Any Social Science	3	2__ Any Social Science	3
55133 Financial Accounting	4	55__ Business Elective	3
____ Option Credits	3	____ Option Credits	3
____ Option Credits	3	____ Option Credits	3
55224 Database Funds. and Design	3	55165 Data Communications	3
99__ Physical Education	.5	99__ Physical Education	1
99197-8 Concepts of Physical Wellness.5		Total:	17
Total:	16	Total Credits:	67

PROGRAMMING OPTION: This curriculum prepares students for job entry in the field of computer programming. Typical entry-level positions include Programmer, Programmer Analyst, and Applications Programmer.

First Semester: No Option Courses. **Second Semester:** 55168 Computer Programming I. **Third Semester:** 55169 Computer Programming II; 55223 C++ Object Oriented Programming. **Fourth Semester** (Choose two): 55170 RPG and File Technique; 55175 Visual Basic; 55173 Internet and HTML (previously called Understanding and Programming the Internet); 55225 Java and Web Page Programming; 55164 CIS Internship (previously called CIS Field Project).

INTERNET SYSTEMS AND APPLICATIONS OPTION: This curriculum prepares students for job entry in the field of Internet Systems. Typical entry-level positions include Web Programmer, Web Developer, HTML Developer, Application Developer and Site Manager.

First Semester: No Option Courses. **Second Semester:** 55173 Internet and HTML (previously called Understanding and Programming the Internet). **Third Semester:** 55225 Java and Web Page Programming; plus one of the following: 55125 E-Business Principles; 55201 Advanced Microcomputer Concepts; 55175 Visual Basic. **Fourth Semester:** 55227 Internet Servers; 55177 E-Commerce Applications.

*Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

**Choose one of the following liberal arts electives: 21201 Microeconomics, 21202 Macroeconomics, 55120 Business and Society.

A.A.S. Business - Computer Information Systems (continued)

Computer Information Systems Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate a working knowledge of programming and the Internet.
2. acquire and demonstrate the ability to effectively communicate both orally and in written documents.
3. report success through employment or transfer.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the program coordinator or a faculty advisor as soon as possible.



Associate in Applied Science Degree

Business - E-Business

(HEGIS: 5099)

Accredited by the Association of Collegiate Business Schools and Programs (ACBSP),
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356

This program prepares students for entry-level e-business positions in either established businesses or start-up organizations that utilize the Internet to enhance their presence in the marketplace. Emphasis is placed on using technology in conjunction with management techniques and marketing

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
38__	Mathematics	3	38__	Mathematics	3
55106	Keyboarding*	1	55133	Financial Accounting	4
55110	Introduction to Business	3	55174	Internet Scripting Lang.	3
55161	Microcomputer Applications	3	55122	Marketing	3
55173	Internet & HTML	3	99__	Concepts of Phys. Wellness	.5
99__	Physical Education	1	99__	Physical Education	.5
Total: 17			Total: 17		

Third Semester		Credits	Fourth Semester		Credits
2__	Any Social Science	3	2__	Any Social Science	3
55115	Advertising	3	55177	E-Commerce Applications	3
55125	E-Business Principles or		55120	Business & Society	3
55116	Salesmanship	3	55202	Business Communications	3
41201	Web Page Design	3	55__	Restricted Elective***	3
55246	Human Resource Mgmt.** or		Total: 15		
55242	Entrepreneurship**	3	Total Credits: 64		
Total: 15					

* Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

** Human Resource Management is recommended for those who seek employment with an established business while Entrepreneurship is intended for those who will start their own business or work in a start-up business.

*** Restricted Electives: 55264 Internship; 55221 Business Law I; 55121 International Business; 55216 Principles of Management.

A.A.S. Business - E-Business

E-Business Management Program Goals

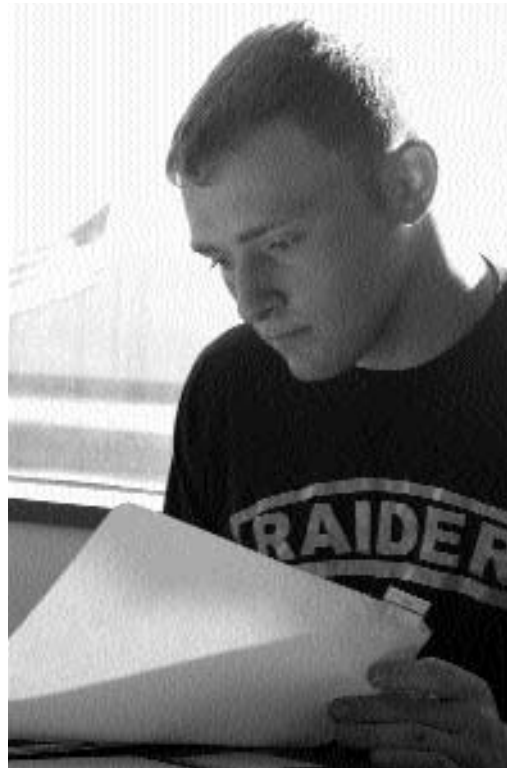
1. To prepare student with the knowledge and skills that would enable them to begin a career in E-Business management or administration.
2. To comply with general education requirements for a liberal arts background to promote life-long awareness.

E-Business Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the knowledge and ability to conduct business on the Internet worldwide.
2. acquire and demonstrate the knowledge and ability to use Internet technology to facilitate the exchange of goods and services between buyers and sellers.
3. acquire and demonstrate real-world application of E-business through Internet exercises.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



Associate in Applied Science Degree

Business - Marketing

(HEGIS: 5004)

*Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356*

Students enrolled in this program are prepared for positions ranging from sales trainee to marketing manager. Emphasis is placed on developing such skills as communication, decision-making, and problem-solving. Attention is given to such core business tools as accounting and computer information systems as well as liberal arts courses. Topics discussed include strategic planning, selling principles, advertising procedure, and international marketing.

Many students in this program have been able to transfer to a four-year college to continue their educations. We urge students to meet with their business faculty advisor to discuss their individual needs, plans and goals.

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
2___	Any Social Science	3	2___	Any Social Science	3
3___	Math or Liberal Arts Science	3	3___	Math or Liberal Arts Science	3
55101	Business Math	3	55120	Business and Society	3
55110	Introduction to Business	3	55122	Principles of Marketing	3
99___	Physical Education	.5	99___	Physical Education	1
99197-8	Concepts of Physical Wellness	.5			
					Total: 16
		Total: 16			
Third Semester		Credits	Fourth Semester		Credits
55106	Keyboarding*	1	55115	Advertising	3
55125	E-Business Principles or		55161	Microcomputer Applications	3
55116	Salesmanship	3	55236	Problems in Marketing	3
55131	Accounting I	4	55___	Business Elective**	3
55221	Business Law I	3	___	Liberal Arts Elective	3
55235	Marketing Management	3			Total: 15
55202	Business Communications	3			Total Credits: 64
		Total: 17			

*Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

**It is strongly recommended that students with at least a 2.50 CQPA register for 55264 Internship: Business.

A.A.S. Business - Marketing

Marketing Program Goals

1. To prepare students with the knowledge and skills that would enable them to begin a career in the marketing/sales business field.
2. To comply with general education requirements for a liberal arts background to promote life-long awareness.

Marketing Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate a working knowledge of marketing principles.
2. acquire and demonstrate the ability to effectively communicate both orally and in written documents.
3. acquire and demonstrate advanced competencies through the Problems in Marketing course.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



Associate in Applied Science Degree

Business - Medical Office Assistant (HEGIS: 5005)

Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356

Successful completion of this program will prepare students to begin their careers in medical organizations. Emphasis is placed on developing office skills and knowledge of medical terms. Students learn to use modern office equipment and are exposed to realistic office situations through internships.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
3___ Math or Liberal Arts Science	3	2___ Any Social Science	3
55108 Intermediate Computer Keyboarding*	3	55109 Advanced Computer Keyboarding**	3
55110 Introduction to Business	3	55131 Accounting Principles I	4
63110 Fundamentals of Medical Physiology	3	72201 Medical Ethics, Law & Terminology+	2
99___ Physical Education	.5		Total: 15
99197-8 Concepts of Physical Wellness	.5		
	Total: 16		

Third Semester	Credits	Fourth Semester	Credits
2___ Any Social Science	3	55103 Medical Coding	3
55202 Business Communications	3	___ Liberal Arts Elective	3
55209 Microsoft Word	3	55204 Office Internship	3
55207 Transcription Skills ** or		55206 Records Management	3
55218 Medical Transcription	3	55214 Excel and Access	3
55246 Human Resource Management	3		Total: 15
99___ Physical Education	1		Total Credits: 62
	Total: 16		

* Students without sufficient keyboarding ability will be required to take 55107 Elementary Keyboarding. Students with sufficient keyboarding ability to pass the waiver for 55108 fulfill this requirement with a business elective.

** Special medical projects are provided in 55109 Advanced Computer Keyboarding, 55207 Transcription Skills, and 55214 Excel and Access for students in this program.

+ Should this course decrease to 1 credit, another course must be added to complete the degree such as 58106 CPR, 58150 First Aid, or 58180 Stress Management. Please see the department chair for other suggestions.

Medical Office Assistant Student Learning Outcomes

The graduate will be able to acquire and demonstrate the ability to:

1. type in correct form medical correspondence, which includes letters, memos, forms, reports, tables, and statements.
2. key straight copy for five minutes with a maximum of three errors.
3. effectively communicate both orally and in written documents.
4. understand and apply proper medical codes.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

A.A.S. Business - Office Technologies

Associate in Applied Science Degree

Business - Office Technologies (HEGIS: 5005)

*Accredited by Association of Collegiate Business Schools and Programs (ACBSP)
7007 College Boulevard, Suite 420, Overland Park, KS 66211 (913) 339-9356*

Successful completion of this two-year program will prepare students to enter the employment world as Office Assistants. Three emphasis areas are provided along with the common core courses to enter the office support staff as a Legal Office Assistant (LOA), an Office Manager (OM), or a Secretary/Word Processor (SEC/WP). Preparation for MOUS Certification also available.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
3___ Math/Liberal Arts Science	3	2___ Social Science Elective	3
55108 Intermediate Computer		55131 Accounting Principles I	4
Keyboarding	3*	55206 Records Management	3
55110 Introduction to Business	3	___ Emphasis Credits	3
___ Emphasis Credits	3		Total: 16
99___ Physical Education	.5		
99197-8 Concepts of Physical Wellness	.5		
	Total: 16		
Third Semester	Credits	Fourth Semester	Credits
55202 Business Communications	3	55204 Office Internship	3
55209 Microsoft Word	3	55214 Excel and Access	3**
55246 Human Resource Management	3	___ Emphasis Credits	3
___ Emphasis Credits	3	___ Emphasis Credits	3
___ Emphasis Credits	3-4	___ Liberal Arts Elective	2-3
	Total: 15-16	99___ Physical Education	1
			Total: 15-16
			Total Credits: 62-64

* Students without sufficient keyboarding ability will be required to take 55107 Elementary Keyboarding. Students with sufficient keyboarding ability to pass the waiver for 55108 fulfill this requirement with a business elective.

** Special legal/medical projects are provided in 55109 Advanced Computer Keyboarding, 55207 Transcription Skills, and 55214 Excel and Access for students in these programs.

A.A.S. Business - Office Technologies (continued)

NOTE: 3 EMPHASIS AREAS - OFFICE TECHNOLOGIES

Legal Office Assistant (18 credits)

First Semester	Credits	Second Semester	Credits
55221 Business Law I	3	55222 Business Law II	3

Third Semester	Credits	Fourth Semester	Credits
24102 U.S. Government-State & Local	3	3___ Math or Liberal Arts Science	3
55207 Transcription Skills**	3	55124 Legal Documents & Terminology	3
		or	
		55109 Advanced Computer Keyboarding	

Office Management (19 credits)

First Semester	Credits	Second Semester	Credits
55101 Business Math	3	3___ Math or Liberal Arts Science	3

Third Semester	Credits	Fourth Semester	Credits
55132 Accounting Principles II	4	2___ Any Social Science	3
55221 Business Law I	3	55216 Principles of Management	3

Secretarial/Word Processing (18 credits)

First Semester	Credits	Second Semester	Credits
55101 Business Math	3	55109 Advanced Computer Keyboarding	3

Third Semester	Credits	Fourth Semester	Credits
3___ Math or Liberal Arts Science	3	2___ Any Social Science	3
55207 Transcription Skills	3	55___ Business Elective	3

Office Technologies Student Learning Outcomes

The graduate will be able to acquire and demonstrate:

1. the knowledge and ability to type in correct form business correspondence, which includes letters, interoffice memos, forms, reports, tables, legal documents, and financial statements.
2. the ability to keyboard straight copy for five minutes with a maximum of three errors.
3. the ability to effectively communicate both orally and in written documents.
4. an understanding of concepts of current information and word processing functions through the successful completion of learning exercises, application problems, and exams at a microcomputer workstation.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

A.A.S. Construction Technology-Architectural Technology

Associate in Applied Science Degree

Construction Technology-Architectural Technology

(HEGIS: 5317)

This curriculum prepares students for employment in a variety of entry-level careers in architectural, engineering and construction firms. The primary emphasis is on preparation of students for CAD operator positions within such firms. Students may also transfer to upper level programs leading to Bachelor's degrees in architecture or related fields.

Please note that not all courses are offered in the evening.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
35111 Applied Physics I	3	37221 Architecture to 18th Century	3
38117 Technical Math I	3	52210 Computer Aided Drafting II	2
52110 Introduction to CAD	2	54102 Bldg Materials & Methods 2	4
54101 Bldg Materials & Methods 1	2	54106 Advanced Arch. Graphics	3
54105 Architectural Graphics	2	54112 Architectural Design II	3
54111 Architectural Design I	3	Total: 18	
Total: 18			
Third Semester	Credits	Fourth Semester	Credits
2____ Any Social Science	3	2____ Any Social Science	3
37222 Architecture to 19th Century	3	54114 Mechanical and Electrical Equip.	3
54205 Architectural Rendering	2	54206 Construction Procedures	3
54207 Working Drawings I	3	54208 Working Drawings II	4
54211 Architectural Design III	4	54212 Community Planning	2
99____ Physical Education	.5	54216 Strength of Materials	2
99197-8 Concepts of Physical Wellness	.5	99____ Physical Education	1
Total: 16		Total: 18	
		Total Credits: 70	

Architectural Technology Student Learning Outcomes

Students who successfully complete the two-year program will be able to:

1. demonstrate an understanding of basic building materials and methods.
2. communicate graphically, both two dimensionally and three dimensionally, architectural forms and building materials.
3. demonstrate fluency in applying the use of AutoCAD software to architectural projects.
4. demonstrate an ability to visualize and manipulate three-dimensional spaces.
5. demonstrate an appreciation for basic forms of architectural problem solving and aesthetic expression.
6. demonstrate a basic understanding of architectural and related professions.
7. demonstrate an understanding of building systems.
8. demonstrate an understanding of fundamental structural principles.
9. demonstrate an understanding of basic life safety issues in buildings

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Criminal Justice - Police

(HEGIS: 5505)

This curriculum has been developed for those who are currently employed or expect to seek employment in law enforcement agencies.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
28101 Criminal Justice	3	25__ Psychology Course	3
28106 Police/Comm. Rel.	3	28110 Criminology	3
69105 Industrial & Private Security	3	69102 Patrol Operations	3
69203 Criminal Investigation I	3	69204 Criminal Investigation II	3
99__ Physical Education	.5	99__ Physical Education	1
99197-8 Concepts of Physical Wellness	.5		Total: 16
	Total: 16		

Third Semester	Credits	Fourth Semester	Credits
26110 Social Problems <u>or</u>		13110 Fundamentals of Speech	3
27201 Introduction to Sociology	3	24102 U.S. Gov't-State & Local	
29101 Understanding the Juvenile Offender	3	67210 Criminal Law	3
3__ Math or Liberal Arts Science	3	__ Math or Liberal Arts Science	3
69101 Police Organization & Administration	3	__ Elective *	3
69206 Criminalistics	3		Total: 15
	Total: 15		Total Credits: 62

* Recommend taking 28107 Critical Issues in Law Enforcement.

Criminal Justice - Police Student Learning Outcomes

1. Graduates of the Criminal Justice program will possess appropriate entry-level skills to seek employment in various law enforcement agencies.
2. Graduates will possess broad general education backgrounds.
3. Graduates will be better academically prepared to compete in competitive merit exams often required for employment in law enforcement.
4. Graduates will be able to perform their duties in an ethical, safe and efficient manner.
5. Graduates will be familiar with the various practices and laws relating to criminal justice agencies.
6. Graduates will be able to employ critical thinking and problem solving skills employed as a criminal justice practitioner.
7. Graduates will better interact with persons of the communities they serve and of which they are members.
8. Graduates will be aware of their duty to responsibly practice their duties in a manner that maintains the integrity expected of persons employed in law enforcement.
9. Graduates will recognize the importance of community involvement by participation in events.
10. Students and our graduates will develop and pursue learning for personal and professional growth related to their profession.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

A.A.S. Dental Hygiene

Associate in Applied Science Degree

Dental Hygiene

(HEGIS: 5203)

Accredited by the Commission on Dental Accreditation, American Dental Association, 211 East Chicago Avenue, Chicago, Illinois 60611, (312) 440-2500.

This program will prepare the student for licensing by the State Board for Dentistry of New York State to practice dental hygiene. Career opportunities are available in private solo and group practices, hospitals and other health service agencies, public schools and other institutions. Traditional and advanced functions in oral health including local infiltration anesthesia and nitrous oxide administration are taught to clinical proficiency. Students who are unwilling or unable to sit as patients should not apply to this program.

Each student actively participates in clinical dental hygiene experiences in the college dental hygiene clinic, as well as at off-campus sites, including hospitals. Students are required to provide their own transportation to these off-campus facilities, and are required to purchase their own instruments and related supplies. A yearly physical examination and TB test are required. Pregnant or potentially pregnant students should note that there is a risk associated with exposure to nitrous oxide gas. The Hepatitis B vaccine is strongly recommended.

Program requirements for graduation include the presentation of Table Clinics at off-campus locations, Portfolio Development and Case-Based Clinical Case presentations. Membership in the Student American Dental Hygienists' Association is mandatory.

A grade of 75% (C) or better is required in all 61__ series courses for progression in the program and graduation with an AAS Dental Hygiene degree.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
31122 Human Biology	4	61102 Preventive Oral Health Services II	5
34110 General & Biological Chemistry	3	61104 Dental Radiology	3
61101 Preventive Oral Health Services I	5	61106 Oral Health Education	2
61103 Maxillofacial Anatomy and Oral Histology	4	61203 Pharmacology	2
	Total: 19	63106 Microbiology for Health Professionals	3
			Total: 18

Summer Session I

61107 Pain Management in Dentistry 2 credits

A.A.S. Dental Hygiene (continued)

Third Semester	Credits	Fourth Semester	Credits
31111 Nutrition	3	13110 Fundamentals of	
61201 Preventive Oral Health		Speech-Communication	3
Services III	5	25111 General Psychology	3
61205 Oral Pathology	2	27201 Introduction to Sociology	3
61207 Periodontology	2	61202 Preventive Oral Health	5
61209 Dental Bio-Materials and		Services IV	2
Advanced Functions	3	61206 Community Dental Health	2
99__ Physical Education	.5	99__ Physical Education	1
99197-8 Concepts of Physical Wellness	.5		Total: 17
	Total: 16		Total Credits: 72

Dental Hygiene Student Learning Outcomes

The graduate will be able to:

1. discern and manage the ethical issues of dental hygiene practice in a rapidly changing environment;
2. acquire and synthesize information in a critical, scientific and effective manner;
3. be concerned with improving the knowledge, skills and values of the profession;
4. provide planned educational services using appropriate interpersonal communication skills and educational strategies to promote optimal health;
5. initiate and assume responsibility for health promotion and disease prevention activities for diverse populations;
6. systematically collect, analyze and accurately record baseline data on the general, oral and psychosocial health status of the client using methods consistent with medicolegal principles;
7. discuss the condition of the oral cavity, the actual and potential problems identified, the etiological and contributing factors, as well as recommended and alternative treatments available;
8. provide treatment that includes preventive and therapeutic procedures to promote and maintain oral health and assist the client in achieving oral health goals;
9. evaluate the effectiveness of planned clinical and educational services and modify them as necessary.

Once admitted to the program, Dental Hygiene courses must be completed in semester sequences without interruption. Dental Hygiene courses cannot be taken on a part-time basis. Students with disabilities should meet with the Coordinator of Special Services upon entering the program. Foreign students must have permanent residence status to obtain a dental hygiene license in New York state.

Students seeking re-admission to the program and presenting dental hygiene courses older than one year must have them evaluated on an individual basis by the department chairperson to determine re-admit status. If readmission is contingent upon registering for and auditing courses, it will be at the student's expense as financial aid cannot pay for audited course work.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Early Childhood Development and Care (HEGIS: 5503)

This program prepares students for responsible and effective employment in positions ranging from aide to head teacher in a variety of early childhood settings. It provides theory, practical information, and extensive supervised experience concerning normal early human development, developmental difficulties, caring for and educating young children, methods for fostering child development, and the operation and management of early childhood facilities. A grade of C (2.00) or better is required in all 71__ courses for progression in the program and graduation with an A.A.S. or Certificate in Early Childhood Development and Care.

Program Philosophy

A Chinese proverb says: "I hear and I forget, I see and I remember, I do, and I understand".

Current research shows that the early years are among the most vital in human development. To most effectively educate and train early childhood teachers and caregivers, theory and practice must combine. Excellent classroom learning will be enriched with real life application. In this way, SUNY Orange graduates will be prepared to best serve and nurture the youngest members of our society.

Mission Statement for the Early Childhood Development and Care Program

The Early Childhood Development and Care Program seeks to provide every student with professional and appropriate educational experiences to develop the thinking, practical, and personal skills necessary to teach and care for young children. These activities take place in college classes and seminars, and also in area field sites. In the field, extensive "hands-on" observation and participation give opportunities to apply education principles, receive individual guidance and feedback, and be involved first hand, with day-to-day activities in a variety of early childhood learning environments.

Goals of the Early Childhood Development and Care Program

- To develop cognitive and critical thinking skills through an integrated education plan.
- To promote the use of applied knowledge of developmentally appropriate practices in both the college classroom and early learning field site environments.
- To furnish opportunities for self-directed, creative, professional learning activities.
- To provide field experiences ranging from minimal observation to full participation, allowing students to demonstrate increasing technical skills working with young children.

Student Learning Outcomes of the Early Childhood Development and Care Program

The successful graduate of this program will be able to:

1. demonstrate knowledge of physical, intellectual, language, creative, social, and emotional domains by incorporating developmentally appropriate practices in an early childhood environment.
2. apply theoretical and conceptual knowledge by effectively planning relevant stage and age level learning activities using varied curricula and lesson plan formats.

A.A.S. Early Childhood Development and Care (continued)

3. provide a learning atmosphere balanced in nurture and education for our youngest citizens evidenced by an appropriate physical environment and supportive cognitive and affective methods.
4. welcome and integrate in their classroom an unbiased understanding and appreciation of a population that is diverse in appearance, performance, ability, and culture.
5. demonstrate effective communication skills with children, colleagues, and parents.
6. develop and exhibit professional and ethical standards of integrity, confidentiality, personal growth, and collaborative teamwork in college classrooms and field assignments.

First Semester	Credits	Second Semester	Credits
11101 Freshman English	3	11102 Freshman English II	3
25111 General Psychology	3	71102 Child Development II ++#	3
71105 Preparing to Teach Young Children	2	____ Gen. Ed. Elective **	3
71101 Child Development I ++	3	38__ Math*	3
71104 Childhood H,S, Nutrition	3	71208 Home, School, Community#	3
71107 Mandated Reporter & Prevention Intervention	1	99__ Physical Ed	.5
99__ Physical Education	1	99__ Concepts of Phys Wellness	.5
	Total: 16		Total: 16
Third Semester	Credits	Fourth Semester	Credits
13110 Fundamentals of Speech	3	58107 Infant/Child First Aid & CPR	1
71109 Fund. Of EC Language Arts	3	71203 Infant and Toddler Care ++#	3
71204 Child Care Curriculum Development I ++	3	71205 Child Care Curriculum Development II ++#	5
71201 Observation & Assessment ++	3	71206 Admin. & Management#++	3
____ Gen. Ed. Elective**	3	____ Gen. Ed. Elective**	3
	Total: 15		Total: 15
			Total Credits: 64

Please note: fingerprinting, SCR clearance, health screening required for some courses.

++ Local daytime observations beyond college classroom required.

Offered Spring semester ONLY

* 38104 or higher (38111 recommended)

** These electives MUST satisfy three (3) different SUNY General Education categories chosen ONLY from Category #2 (Natural Sciences), #4 (American History), #5 (Western Civilization), #6 (Other World Civilizations), #8 (Arts), #9 (Foreign Languages) with at least ONE from Category #4, #5 or #6.

Child Developmental Associate Credential candidates (CDA) are eligible to take 71103, 71104, 71201, 71203 and 71206. Call Program Coordinator at 341-4354 or Orange County Child Care Council at 1-800-827-1751.

Please note that not all courses are offered in the evening or each semester.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see a faculty advisor as soon as possible.

Associate in Applied Science Degree

Electrical Engineering Technology- Electronics

(HEGIS: 5310)

This program prepares students for employment in a variety of entry-level careers in electronics and related occupations. The theory and practical experience gained allows students to enter jobs with highly competitive salaries. Recent program revisions will allow students to pursue career paths in semi-conductor manufacturing technology, avionics, and other hi-tech fields. Students should consult a faculty advisor for more information. Students may also transfer to upper-level programs leading to a Bachelor's degree in technology. Students should consult with the department chair and advisors for program planning. Special planning is available for students entering the program with previous college credit or equivalent training/work experience.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
11160 Technical Writing Module	1.5	34105 General Chemistry I or	
35111 Applied Physics I	3	35112 Applied Physics II	3/4
38117 Technical Math I	3	38118 Technical Math II	3
51101 Electricity I	4	51102 Electricity II	4
51113 BASIC Programming	2	51104 Digital Electronics	4
52101 Technical Drawing	1	99__ Physical Education	.5
99197-8 Concepts of Physical Wellness.5		Total: 17.5/18.5	
Total: 18			

Third Semester	Credits	Fourth Semester	Credits
2__ Social Science	3	11161 Technical Writing Module	1.5
38201 Technical Math III	4	2__ Social Science	3
51201 Electronics I	4	51202 Electronics II	4
51209 Instruments and Controls	3	51204 Research Project in Electronics	1
__ Technical Elective *	3	51208 Microprocessors	4
99__ Physical Education	1	__ Technical Elective *	3
Total: 18		51230 Field Experience in Technology or	
		51114 Applications Programming	2
		Total: 18.5	
		Total Credits: 72/73	

* *Technical Electives must be chosen from the following list:*

- I. 51203 Electronics Design (3) or Semiconductor Process Technology (3) (offered at SUNY New Paltz) or Computer Tech Sequence.
- II. 51210 Electronic Communications (3) or 38112 Introduction to Statistics (3) or Advanced Electro-Mechanical Systems (offered at Dutchess County Community College).

A.A.S. Electrical Engineering Technology-Electronics (continued)

Electrical Engineering Technology Student Learning Outcomes

Students who successfully complete the two-year program will be able to:

1. develop logical techniques for designing and implementing electrical/electronic circuits.
2. learn the practical skills required to design and trouble-shoot electronic circuitry.
3. develop techniques to reason out new concepts.
4. develop methods to maintain currency in the field of electronics.
5. utilize mathematics and computer software as the basic tools for design and analysis of complex electronic systems.
6. develop the ability to communicate effectively in both a written and oral format.
7. promote and develop teamwork and team building as an effective tool for increased productivity.
8. mimic and develop standard work place competencies.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



A.A.S. Industrial Laboratory Technology

Associate in Applied Science Degree

Industrial Laboratory Technology

(HEGIS: 5407)

This program prepares students to work as Industrial Lab Technicians in areas such as the food industry, cosmetics industry and in pharmaceutical companies. They perform such duties as quality control on products to insure standards of quality and performance. Also, the Industrial Lab Technician is involved with product development and product safety.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
11160 Technical Writing	1.5	11161 Technical Writing	1.5
34103 Applied Chemistry I or		34104 Applied Chemistry II or	
34105 General Chemistry I	3/4	34106 General Chemistry II	3/4
38__ Math	3	55110 Intro. to Business	3
63101 Fund. Of Med. Phys I	4	63102 Fund. Of Med.Phys. II	4
63105 Intro. to Lab Science	2	99__ Physical Education	1
Total: 16.5/17.5		Total: 15.5/16.5	

Third Semester	Credits	Fourth Semester	Credits
2__ Social Science Elective	3	2__ Social Science Elective	3
63103 Intro. to EM	2	55107 Elementary Comp. Key	3
63201 Survey of Lab. Instr.	1	63104 Technical Photography	3
63209 General Micro.	4	63216 Microtechnique & Microanatomy	4
63303 Serology/Immunology	2	____ Elective*	3/4
99__ Physical Education	1		
____ Elective*	3/4		
Total: 16/17		Total Credits: 64/68	

**Recommended electives:*

1. For those students interested in the management or marketing fields, the following business courses are recommended: 55115, 55116, 55117, 55122, 55216 and/or 55246.

2. For those students interested in product development the following recommendations are made. A student completing Applied Chemistry I & II: 34103 and 34104 is advised to take either General Chemistry I & II, 34105 and 34106, or Applied Physics I & II, 35111 and 35112. A student completing General Chemistry I & II: 34105 and 34106, is advised to take either Organic Chemistry I & II, 34201 and 34202 or General Physics I & II, 35101 and 35102.

Industrial Laboratory Technology Program Mission

The Industrial Laboratory Technology Program seeks to provide each student with educational experiences and knowledge to develop the critical thinking, technical and interpersonal skills required to be a successful laboratory scientist. The program will integrate knowledge gained from general education, biological science and laboratory science so that the future laboratorian will be able to insure standards of quality and safety to products being developed.

Industrial Laboratory Technology Student Learning Outcomes

The graduate will be able to:

1. properly process and evaluate changes in products being developed.
2. safely and accurately perform analytical procedures, recognize factors affecting results and take appropriate action.
3. understand and utilize the principles of quality assurance.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Information Technology

(HEGIS: 5101)

This program prepares students for employment in a variety of entry-level careers in computer networking and information technology occupations. Theory and practical experience gained allows students to enter jobs with highly competitive salaries. Students with specific career interests should consult with an IT advisor for career planning in the CIS area or Engineering Technology Department.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
38117 Technical Math I	3	3____ Math or Science Elective	3
51101 Electricity I	4	51131 Computer Tech I	*1
11160 Technical Writing Module	1.5	51132 Computer Tech II	*1
55150 Computer Info Systems	3	51133 Computer Tech III	*1
55175 Visual Basic or		51134 Computer Tech IV	*1
51113 Basic Programming	2/3	55201 Advanced Micro Concepts	*3
____ Liberal Arts Elective	2/3	51104 Digital Electronics	4
	Total: 18.5/20.5	99__ Physical Education	.5
		99197-8 Concepts of Phys. Wellness	.5
			Total: 18

Third Semester	Credits	Fourth Semester	Credits
2____ Any Social Science	3	2____ Any Social Science	3
5____ Restricted IT Elective	3/4	55164 CIS Internship or	
55166 Systems Analysis & Design	3	51230 Field Exp. in Technology	2/3
55224 Database Fundamentals	3	55165 Data Communications	*3
55176 Network Installation/Admin.	*4	55228 Adv. Network Inst. & Admin.	*3
99__ Physical Education	1	55229 Network Services/Appl.	3
	Total: 17/18	____ Restricted IT Elective	3/4
			Total: 17/19
			Total Credits: 70.5/75.5

Restricted IT Electives: 51208 Microprocessors; 55171 C Programming; 55225 Java and Web Page Programming; 51220 Certification Preparation (4th semester only); 51210 Communication Electronics.

** Transfer credit for LAN Tech Curriculum (non-credit)*

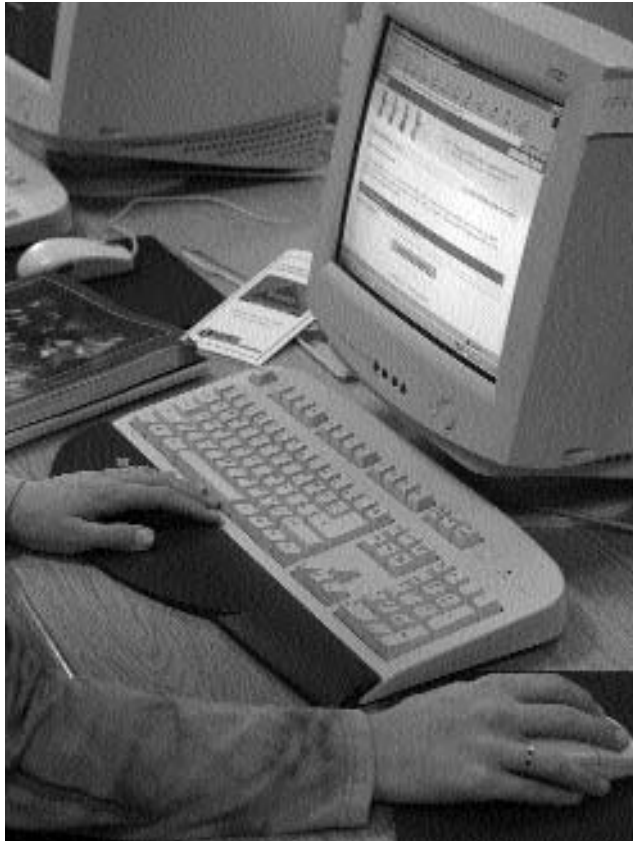
A.A.S. Information Technology (continued)

Information Technology Student Learning Outcomes

Upon successful completion of this program the student should be able to:

1. use business terminology when discussing computer applications.
2. understand and apply the fundamentals of good communication in written oral and visual delivery methods.
3. have a working knowledge of Computerized Information Systems.
4. understand basic PC computer functions and operations.
5. understand basic hardware configurations.
6. understand troubleshooting procedures.
7. have the ability to logically troubleshoot hardware and software problems.
8. have a working knowledge of network operating systems.
9. understand, install and administer network operating systems.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



Associate in Applied Science Degree

Massage Therapy

(HEGIS: 5255)

The massage therapist's primary work setting is in private practice. In addition to this setting, Massage therapists may also work in hospitals, nursing homes, clinics, client's homes, spas, health clubs, corporate fitness settings, sports team settings, hotels and cruise lines. Massage therapists apply manual techniques and adjunctive modalities to positively affect the health and well-being of the client. Massage therapy continues to grow in popularity as a complementary medicine treatment among clients of all ages. Duties of the Massage Therapist include: client assessment, use of manual techniques in client care, application of superficial heat and cold modalities, client education, and documentation.

Students are admitted into the program each fall. In addition to institutional admission requirements, admission to the massage therapy program requires, as a minimum, successful completion of AP Biology with a 3, 4 or 5, or Introduction to Biology or General Biology I, placement into Freshman English I and Intermediate Algebra, and evidence that the applicant has received a minimum of two one-hour bodywork sessions (one Swedish, one shiatsu) from two different NYS Licensed Massage Therapists. The applicant is responsible for the cost of these sessions, which must be paid directly to the massage therapist. If students have any questions regarding the criteria for admission, they should refer to the Orange County Community College Viewbook or contact the Admission's Office. All students accepted into the Massage Therapy program are required to attend an orientation program in June prior to beginning classes in the fall and must undergo an annual physical prior to August 1st of each year in the program.

The core Massage Therapy classes (73-) take place in the late afternoons/evenings (massage courses may start as early as 3pm). Non-core classes may be taken in the day or evening. Core classes must be completed in four consecutive semesters. A minimum grade of "C-" is required in all 73- series courses, A&P I, A&P II, and Neurobiology, for progression in, and graduation from, the program. Permission of the department chairperson is necessary to extend completion of the core courses beyond the time frame listed above. If an extension is granted, the core Massage Therapy courses must be completed within three years of beginning the core courses. Please refer to the Massage Therapy Student Handbook for additional information regarding re-admission into the program.

The required non-core Massage Therapy program courses can be completed on a part-time basis over a longer period than four semesters; however, they must be completed no later than the semester in which they fall into sequence.

The field of Massage Therapy is demanding. Graduates are required to meet all program requirements, which are guided by the New York State Education Department. Many states, including New York, require that students pass licensure examinations prior to practicing as a licensed Massage Therapist.

The Massage Therapy program fully supports the provision of reasonable accommodations to students with special needs. Program requirements are not altered for any student. Instead, support services and reasonable accommodations are provided to assist in the regular curriculum. It is the student's responsibility to contact the Office for Special Services to arrange for an assessment of needs and to contact the

A.A.S. Massage Therapy (continued)

department chairperson as early as possible to discuss his or her particular situation. Students should refer to the Massage Therapy Student Handbook for the essential functions required to participate in the Massage Therapy program.

Please note that core courses take place in the late afternoon and evenings. Clinic hours may be scheduled by the instructor on Friday afternoons.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	31106 A&P II	4
31105 A&P I	4	38104 Intermediate Algebra or higher	3
73101 Massage Therapy I	2	73102 Massage Therapy II	2
73103 Intro to Massage Therapy	3	73104 Myology	4
73107 Medical Conditions for the MT	4	73105 Surface Anatomy Palpation	2
99197-8 Concepts in Physical Wellness	.5	73106 Intro to Eastern Bodywork and Theory	3
99__ Physical Education	.5		
	Total: 17		Total: 18
Third Semester	Credits	Fourth Semester	Credits
11102 Freshman English II	3	31111 Nutrition	3
11160 Technical Writing I	1.5	25120 Developmental Psychology	3
25111 General Psychology	3	58150 First Aid and Safety	2
32205 Neurobiology	3	73202 Massage Therapy IV	4
73201 Massage Therapy III	4	73204 Clinical Education II	2
73203 Clinical Education I	1	73205 Cont. Practice for MT's	3
99__ Physical Education	.5	99__ Physical Education	.5
	Total: 16		Total: 17.5
			Total Credits: 68.5

Suggested electives include: Basic Exercise Physiology, Fundamentals of Speech Communication, Stress Management, Contemporary Health, additional psychology courses, and computer courses.

Massage Therapy Student Learning Outcomes:

1. Graduates of our program will possess entry level skills as mandated appropriate for the Massage Therapist by the New York State Education Department and the Commission on Massage Therapy Accreditation.
2. Graduates of our program will possess a broad general education background which includes humanities, mathematics, social sciences, biological sciences, physical education, and technologies.
3. Graduates of our program will demonstrate an understanding of the New York State Education Law as it relates to the provision of Massage Therapy services. Graduates will also demonstrate an awareness of the existence of varying practice laws from state to state.
4. Students/graduates of our program will abide by the American Massage Therapy Association Code of Ethics and the Orange County Community College Student Code of Conduct.
5. Graduates of our program will successfully complete the NYS Massage Examination.
6. Students/graduates of our program will develop the skills necessary to pursue lifelong learning needed for personal and professional growth.
7. Graduates of our program will demonstrate appropriate critical thinking and problem solving skills in their role as a Massage Therapist.

A.A.S. Massage Therapy (continued)

8. Students/graduates will interact with patients, families, and co-workers in a manner which demonstrates an appreciation of cultural and socioeconomic diversity.
9. Students/graduates of our program will be aware of their responsibility in the promotion of the profession through membership in the AMTA, attendance at local and national meetings/conferences, and participation in community events.
10. Graduates will demonstrate the knowledge base needed to develop a private practice or obtain a position within another organization.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year degree program, he or she should see the department chair or a faculty advisor as soon as possible.



A.A.S. Medical Laboratory Technology

Associate in Applied Science Degree

Medical Laboratory Technology

(HEGIS: 5205)

Accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) 8410 W. Byrn Mawr Ave., Suite 670, Chicago, IL 60631-3415 (312) 714-8880

This program prepares students for work as medical laboratory technicians in hospital laboratories, medical research centers, and veterinary laboratories. Students completing the program are also employed by the chemical, cosmetic, and food industries as laboratory technicians.

A detailed description of policies and procedures and the essential functions required to participate in the MLT program are found in the Medical Laboratory Technician Student Handbook. This handbook is available in the department chair's office, BT309.

A grade of C (2.00) or better is required in all 63___ series courses for progression in the program and graduation with an AAS degree in Medical Laboratory Technology. Students who successfully complete this nationally accredited program are eligible to sit for the certification examination of the American Society of Clinical Pathologists for Medical Laboratory Technician and the National Credentialing Agency for Laboratory Personnel, Inc. examination for clinical laboratory technicians.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
11160 Technical Writing Module	1.5	11161 Technical Writing Module	1.5
34103 Applied Chemistry I	3	2___ Any Social Science	3
38___ Mathematics	3	34104 Applied Chemistry II	3
63101 Fundamentals of Medical Physiology I	4	63102 Fundamentals of Medical Physiology II	4
63105 Intro to Laboratory Science	2	63107 Hematology	3
63303 Serology/Immunology	2	Total: 17.5	
Total: 18.5			
Third Semester	Credits	Fourth Semester	Credits
2___ Any Social Science	3	63202 Instrumentation in the Clinical Laboratory	1
63108 Immunoematology	3	63208 Clinical Chemistry II	3
63201 Survey of Lab Instrumentation	1	63212 Clinical Microbiology	3
63207 Clinical Chemistry I	3	63216 Elective	3
63209 General Microbiology	4	63252 Clinical Training II	2
63251 Clinical Training I	2	99___ Physical Education	1
99197-8 Concepts of Physical Wellness	.5	___ Elective	3
99___ Physical Education	.5	Total: 16	
Total: 17		Total Credits: 69	

A.A.S. Medical Laboratory Technology (continued)

Admission to the Medical Laboratory Technology Program requires a high school diploma or a high school equivalency diploma. It is desirable to have high school biology and chemistry, but it is not required. All developmental courses into which a student has placed must be completed prior to admission to the program. Applicants who have not taken the required courses will find college courses that can be taken to make up these course deficiencies in the college Viewbook/Application or this publication. All other admissions requirements are stated in the college Viewbook and this catalog.

Medical Laboratory Technology Program Mission

The Medical Laboratory Technology Program seeks to provide each student with educational experiences and knowledge to develop the critical thinking, technical and interpersonal skills required to be a successful clinical laboratory scientist. The program will integrate knowledge gained from general education, biological science and clinical laboratory science so that the future laboratorian will exercise good judgement, ethics and appropriate decision making abilities to serve the needs of the community and the profession.

Medical Laboratory Technology Student Learning Outcomes

The graduate will be able to:

1. properly collect, process and analyze biological specimens.
2. safely and accurately perform analytical procedures, recognize factors affecting results and take appropriate action.
3. be eligible for National Certification as a Medical Laboratory Technician by successfully completing examinations given by the National Credentialing Agency for Laboratory Personnel, Inc. (NCA) and/or the American Society of Clinical Pathologists (ASCP).
4. respect the rights of patients, colleagues and other health professionals and perform duties in a manner that is within the constraints of legal, moral and ethical conduct.
5. continue to maintain professional competence and utilize opportunities for continuing education and career advancement so as to provide quality health care to the public.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Nursing

(HEGIS: 5208.10)

Accredited by the National League for Nursing Accrediting Commission 61 Broadway, New York, NY, 10006 (800) 669-1656 ext. 153

The Associate Degree Nursing Program provides for the development of those competencies expected of registered nurses in general nursing practice at the technical level. Emphasis is on direct patient care in the preparation of women and men for a career in nursing. Through study in the humanities, biological, and social sciences, and the experience of academic life, the student gains an understanding of the value of the individual and his contribution to society. A variety of teaching methods are employed to integrate the classroom with the clinical experience. Selected community hospitals, health agencies and community experiences are utilized. Graduates are eligible to take the National Council Licensure Examination (NCLEX) for Registered Professional Nurse (RN).

A minimum grade of 75% (C) in each nursing course is required for progress in and graduation in nursing. Nursing students must complete 11101-02 Freshman English I & II prior to enrollment in 57201 Nursing III.

Nursing students are required to have an annual physical. Nursing students are to refer to "Document of Nursing Student Policy" for further policies and procedures.**

Admission to the program for those without any previous college credits requires a minimum of 75% average from high school. For those currently enrolled in college, readmitted students and transfer students, a CQPA of 2.0 (minimum of 6 credits) is required before coming into Nursing I. Successful completion of AP Biology with a 3, 4 or 5, or Introduction to Biology or General Biology I is required before admission to Anatomy & Physiology I. A minimum grade of C- is required in Anatomy & Physiology I and Anatomy & Physiology II for progression in the program. Readmitted and advanced placement students to nursing courses must be reviewed individually by the nursing chairperson. LPN's seeking advanced placement are required to complete a 45 hour non-credit LPN to RN Transition Course. Please call the Nursing Department for an appointment with the chairperson or nursing academic advisor. Before readmission, students are required to attend a special non-credit course to help prepare them for readmission. All developmental courses into which students have been placed must be completed with a minimum grade of C- before being admitted to this program. An additional diagnostic Arithmetic Assessment Test will be required before entering Nursing I. Completion time for part-time students should be no longer than three years once enrolled in the first nursing course. There is a part-time evening program for which students are not eligible for T.A.P. It is recommended that all required courses be completed before registering for the core Nursing courses in the evening program.

Some clinical sites may require background checks and/or drug screening prior to clinical rotation at their facility.

A.A.S. Nursing (continued)

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
31105 Anatomy & Physiology I	4	31106 Anatomy & Physiology II	4
63106 Microbiology for Health Prof.	3	57102 Nursing II: Fundamentals	10
57101 Nursing I: Fundamentals	7	Total:	17
Total: 17			

Third Semester	Credits	Fourth Semester	Credits
25110 Psychology of Adjustment	3	2___ Social Science Elective*	3
37110 Elem. of Chem. & Physics	3	57202 Nursing IV: Physical and Mental Illness	9
57201 Nursing III: Caring for the Growing Family	7	57203 Nursing V: Transition to Practice	1
___ Elective	3	___ Elective	3
99___ Physical Education	.5	99___ Physical Education	1
99197-8 Concepts of Physical Wellness	.5	Total:	17
Total: 17		Total Credits: 68	

**Select courses numbered 21000 through 29000 except Psychology courses.*

***Nursing students who wish to be licensed as a practical nurse in New York State must have achieved a grade of "C" or higher in each of three semesters of nursing to meet the education and examination requirements.*

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.

Nursing Learning Assessment Outcomes:

1. Graduates will utilize a reasoning process to resolve clinical and professional problems.
2. Graduates will listen, speak and write to promote the client's well being.
3. The nurse will follow accepted standards of nursing practice to provide safe and appropriate care.
4. The nurse will serve a diverse client population in a variety of health care settings in the community.
5. Graduates who take the NCLEX for the first time will have passed the examination at a rate equal to or exceeding the mean for New York State.
6. The graduate of this program will have the necessary theoretical background and technical skills for an entry-level nursing position. The graduate will value the pursuit of life-long learning.
7. The employer of a graduate of this program will verbalize confidence that the individual possesses the necessary theoretical background and technical skills for an entry-level nursing position.

A.A.S. Occupational Therapy Assistant

Associate in Applied Science Degree

Occupational Therapy Assistant (HEGIS: 5210)

Accredited by the Accreditation Council for Occupational Therapy Education 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. (301) 652-AOTA

Occupational therapy practitioners provide services directed at enabling people to engage in the tasks and activities (the occupations) that are relevant to their daily lives.

A toddler's occupation is play. Play encourages growth, exploration and development of social and cognitive skills. When a child is unable to engage in play due to a physical or emotional limitation, his/her ability to grow and learn may be limited. Through the use of adapted toys and games, the child is able to engage in the occupation of play. The occupation of a school-age child is learning. When a physical or emotional limitation exists, the child's ability to engage in learning is limited. Occupation for an adult with cardiac problems may include learning to conserve energy while doing daily activities. An occupation for the elderly may be participation in leisure time activities as well as maintaining personal independence.

Occupation Therapy (OT) provides service to those individuals whose abilities to cope with their occupations (tasks) of living are threatened or impaired by developmental deficits, the aging process, physical injury or illness, or psychological and social disability. Certified Occupational Therapy Assistants (COTA) work under the supervision of and in collaboration with Registered Occupational Therapists (OTR) addressing an individual's functional abilities and limitations in performance of daily occupations. The occupation of self-care, for example, includes the activities of bathing, shaving, dressing and feeding, each of which requires varying degrees of skill in motor, perception, cognition and psychosocial functioning.

The COTA's responsibilities include providing purposeful activity to restore lost physical, cognitive and psychosocial skills, training in the use of assistive devices, and adapting environments and occupations to enable successful and safe performance.

This Associate degree program qualifies the graduate for state and national certification as an occupational therapy assistant. The primary focus of the curriculum is on the development of clinical problem solving skills. A minimum grade of C is required in all occupational therapy assistant courses for progression in and graduation from the program.

The program can be completed on a part-time basis over a period of no more than six consecutive semesters. An individualized approach to part-time study will be arranged by program faculty to meet individual student needs. Permission of the department chairperson is necessary to extend completion of the program beyond six consecutive semesters.

A meeting with the department chair is encouraged for students interested in pursuing a career in occupational therapy. Visit our website at www.sunyorange.edu/ota

A.A.S. Occupational Therapy Assistant (continued)

First Semester		Credits	Second Semester		Credits
11101	Freshman English I	3	11102	Freshman English II	3
11160	Technical Writing Module	1.5	25120	Developmental Psychology	3
25111	General Psychology I	3	31106	Anatomy & Physiology II	4
31105	Anatomy & Physiology I	4	62102	Fund. of Occupational Therapy II	3
62101	Fund. of Occupational Therapy I	3	62104	Occupational Performance II	1
62103	Occupational Performance I	1	62106	Medical Conditions	3
62107	Principles of OT in Geriatrics & Gerontology	2	99__	Physical Education	.5
99__	Physical Education	1	99197-8	Concepts of Physical Wellness	.5
				Total:	18
		Total:			18.5

Third Semester		Credits	Fourth Semester		Credits
13110	Fund. of Speech-Communication	3	62217	Clinical Practice I	7.5
11160	Technical Writing Module	1.5	62218	Clinical Practice II	7.5
25205	Abnormal Psychology	3		Total:	15
2__	Sociology Elective	3			
62201	Principles of OT in Pediatrics & Developmental Disabilities	3		Total Credits:	72
62203	Clinical Reasoning Skills	1			
62205	Principles of Occupational Therapy in Mental Health	3			
62207	Principles of Occupational Therapy in Physical Disabilities	3			
		Total:			20.5

An additional requirement is current certification in Community Cardiopulmonary Resuscitation (CPR) which must be documented by September 1 of the second year.

Please note that not all courses are offered in the evening.

OTA Student Learning Outcomes:

The OTA Program teaches students problem-solving and clinical reasoning by gradually building on knowledge, practice skills, theory and critical thinking opportunities. The curriculum equips students with the multiple skills and insights necessary to adapt to and cope in this novel and diverse world. A major focus of the program is to teach students to think and act with flexibility, to “think outside the box” and to welcome change and growth in themselves, their clients, and the organizations they serve.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.

A.A.S. Performing Arts: Music

Associate in Applied Science Degree

Performing Arts: Music

(HEGIS: 5610)

Performing Arts: Music Program Mission Statement

The mission of the A.A.S. degree program in Performing Arts: Music is to prepare students to enter the employment world in a field connected with music or for possible transfer to a baccalaureate music program. Students in this program take a common core of 54 credits plus one of the three emphasis areas: Music (total of 67 credits); Music Business (total of 71 credits); or Jazz/Commercial Music (total of 70 credits).

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
38__ Math	3	35108 Acoustics	3
42131 Basic Musicianship I	5	42132 Basic Musicianship II	
42__ Piano	2	42__ Piano	2
99__ Physical Education	1	99__ Physical Education	.5
____ Emphasis Credits	3-5	99197-8 Concepts of Physical Wellness.	5
Total: 17-19		____ Emphasis Credits	2-4
		Total: 16-18	

Third Semester	Credits	Fourth Semester	Credits
42231 Advanced Musicianship I	4	42232 Advanced Musicianship II	
42__ Piano	2	42__ Piano	2
42__ Ensemble*	1	42__ Ensemble*	1
42113 Music Business	3	2__ Social Science	3
42__ Music History**	3	42__ Music History	3
____ Emphasis Credits	3-6	____ Emphasis Credits	1-6
Total: 14-19		Total: 16-19	
		Total Credits: 67-71	

*Must be Jazz Ensemble if in Jazz/Commercial Music emphasis.

**Must be 42105 History of Jazz if in Jazz/Commercial Music emphasis.

NOTE: 3 EMPHASIS AREAS

Music (13 cr.)

First Semester	Credits	Second Semester	Credits
42145 Group Voice I	2	42146 Group Voice II	2
42__ Ensemble	1	42__ Ensemble	1
42__ Private Instruction	1	42__ Private Instruction	1
Third Semester	Credits	Fourth Semester	Credits
42__ Private Instruction	1	42__ Private Instruction	1
2__ Social Science	3		

Music Business (17 cr.)

First Semester	Credits	Second Semester	Credits
55110 Intro to Business	3	21202 Micro Economics	3
Third Semester	Credits	Fourth Semester	Credits
55122 Marketing	3	55106 Keyboarding	1
55221 Business Law I	3	55133 Financial Accounting	4

A.A.S. Performing Arts: Music (continued)

Jazz/Commercial (16 cr.)

First Semester	Credits	Second Semester	Credit
2___ Social Science	3	42159 Jazz Ensemble	1
42___ Private Instruction	1	42___ Private Instruction	1
42159 Jazz Ensemble	1		

Third Semester	Credits	Fourth Semester	Credits
42155 Jazz Improvisation I	2	42156 Jazz Improvisation II	2
42___ Private Instruction	1	42233 Elements of Arranging	3
		42___ Private Instruction	1

Please note that not all courses are offered in the evening.

Performing Arts: Music Program Goals:

1. To provide students with professional skills in the area of music for career entry
2. To provide students with an understanding of music history
3. To provide students with an understanding and appreciation of a variety of musical genres
4. To provide students performance opportunities in the area of music
5. To provide students with a basic understanding of the music industry
6. To provide students with a basic understanding of acoustics

Performing Arts: Music Student Learning Outcomes

Upon successful completion of the program students will be able to demonstrate proficiency and understanding in the areas of:

1. music theory / composition
2. keyboard harmony
3. sight singing
4. ear training and dictation
5. piano performance
6. instrumental or vocal performance
7. music history
8. music business
9. acoustics

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If you plan to pursue a four-year degree program, see department chair or faculty advisor as soon as possible.

A.A.S. Physical Therapist Assistant

Associate in Applied Science Degree

Physical Therapist Assistant

(HEGIS: 5219)

Accredited by the Commission on Accreditation in Physical Therapy Education, The American Physical Therapy Association, 1111 N. Fairfax St., Alexandria, VA 22314, (703) 684-2782

The physical therapist assistant works with and under the direction of the physical therapist in a variety of health care settings, including hospitals, private offices, rehabilitation centers, nursing homes, schools, fitness centers, and home care settings.

A patient care program is planned by the physical therapist and may be carried out jointly with the physical therapist assistant. Duties of the physical therapist assistant include: monitoring of vital signs, lifting of patients and equipment, training patients in therapeutic exercises and activities of daily living; wound care, use of whirlpool and electrical stimulation during treatment procedures, application of heat and cold modalities, patient and family education, wheelchair activities, use of walkers and crutches, assisting the physical therapist in performing patient assessments and complex treatment procedures. The physical therapist assistant also monitors the patient's responses to treatment, documents relevant aspects of patient care, and maintains ongoing communication with the patient, family, supervising physical therapist, and other health care professionals.

Students are accepted into the program each fall. Admission to the program requires, as a minimum, successful completion of one year of Advanced Placement (AP) high school biology with a 3, 4 or 5 on exam or Introduction to Biology or General Biology I, and placement into Freshman English I and Intermediate Algebra. High school chemistry, physics, and algebra are recommended; however, they do not affect admissions status. If a student has any questions regarding criteria for admission, they should refer to the Orange County Community College Viewbook or contact the Admissions Office. All students accepted into the Physical Therapist Assistant program are required to attend an orientation program in June prior to beginning classes in the fall and must undergo an annual physical prior to August 1st of each year in the program.

The core Physical Therapist Assistant program must be completed in four consecutive semesters plus the following summer session. A minimum grade of C- is required in all 64—series courses, A&P I and A&P II, for progression in and graduation from the program. Permission of the department chairperson is necessary to extend completion of the core courses beyond the time frame listed above. If an extension is granted, the core Physical Therapist Assistant courses must be completed within three years of beginning core courses. A student should refer to the Physical Therapist Assistant Student Handbook for additional information regarding re-admission into the program. The non-core CPR course should be taken once accepted into the core Physical Therapist Assistant Program. It is the student's responsibility to maintain professional level CPR certification throughout all clinical education courses. Failure to do this will result in immediate removal from clinic.

The required non-core Physical Therapist Assistant Program courses can be completed on a part-time basis over a longer period than four semesters; however, they must be completed no later than the semester in which they fall into sequence. Often students who have missed some of the foundation courses in high school, or who have job or family commitments, have enrolled in a reduced number of courses each semester and completed them with great success. If this approach is desirable, speak with a member of the Physical Therapist Assistant faculty to arrange a reduced load program to meet individual needs.

The field of Physical Therapy is demanding. Graduates are required to meet all program requirements, which are guided by the Commission on Accreditation in Physical Therapy Education. Many states, including New York, require that students pass the national licensing examination as part of the registration process.

A.A.S. Physical Therapist Assistant (continued)

The Physical Therapist Assistant Department fully supports the provision of reasonable accommodations to students with special needs. Program requirements are not altered for any student. Instead, support services and reasonable accommodations are provided to assist students in the regular curriculum. It is the student's responsibility to contact the Office for Special Services to arrange for an assessment of needs and to contact the department chair as early as possible to discuss their particular situation. Please refer to the Physical Therapist Assistant Student Handbook for the essential functions required to participate in the PTA program.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
31105 Anatomy & Physiology I	4	13110 Fund. of Speech Communic.	3
64101 PTA I	4	31106 Anatomy & Physiology II	4
64103 Intro to Physical Therapy	1	64102 PTA II	4
64105 Medical Conditions for the PTA3		64203 Kinesiology	4
99197-8 Concepts of Physical Wellness.5			Total: 18
99___ Physical Education	.5		
	Total: 16		
Third Semester	Credits	Fourth Semester	Credits
25111 General Psychology I	3	25120 Developmental Psychology	3
58230 Basic Exercise Physiology	3	38104 Intermediate Algebra	3
64201 PTA III	4	64202 PTA IV	4
64204 Clinical Education I	3	64206 Clinical Education II	3
64207 Tests and Measurement Skills for the PTA	4	64208 Contemp.Practice for the PTA	3
	Total: 17	99___ Physical Education	1
			Total: 17
		Summer Session	
		64220 Clinical Education III	3
			Total Credits: 71

Suggested elective courses include: nutrition, computer courses, additional psychology courses, and statistics.

Please note that not all courses are offered in the evening.

PTA Student Learning Outcomes:

1. Graduates of our program will possess entry-level skills as deemed appropriate for the Physical Therapist Assistant by the Commission on Accreditation in Physical Therapy Education.
2. Graduates of our program will possess a broad general education background that includes humanities, mathematics, social sciences, biological sciences, physical education, and technologies.
3. Graduates of our program will be able to work under the supervision of a licensed physical therapist in an ethical, legal, safe, and effective manner.
4. Graduates of our program will demonstrate appropriate critical thinking and problem solving skills in their role as a Physical Therapist Assistant.
5. Graduates of our program will demonstrate an understanding of the New York State Education Law as it relates to the provision of Physical Therapy services. Graduates will also demonstrate an awareness of the existence of varying practice laws from state to state.
6. Graduates of our program will successfully complete the PTA National Licensing Examination.

A.A.S. Physical Therapist Assistant (continued)

7. Student/graduates of our program will develop the skills necessary to pursue lifelong learning needed for personal and professional growth.
8. Graduates of our program will become integral members of the healthcare team.
9. Students/graduates will interact with patients, families, and co-workers in a manner that demonstrates an appreciation of cultural and socioeconomic diversity.
10. Students/graduates of our program will be aware of their responsibility in the promotion of the profession through membership in the APTA, attendance at local and national meetings and conferences, and participation in community events.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.



Associate in Applied Science Degree

Radiologic Technology

(HEGIS: 5207)

Accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-2901 (312) 704-5300) in cooperation with the New York State Department of Health.

Radiologic Technology Program Mission

The Radiologic Technology Program seeks to provide each student educational activities to develop the necessary critical thinking, technical, and interpersonal skills of a diagnostic radiographer. The program provides each student ongoing individual feedback and opportunities for self-directed learning. Professional development is enriched through didactic, laboratory and clinical patient care experiences.

First Semester	Credits	Second Semester	Credits
31105 Anatomy & Physiology I	4	11101 Freshman English I	3
38104 Intermediate Algebra	3	31106 Anatomy & Physiology II	4
72101 Principles of Radiographic Exposure I	4	72102 Principles of Radiographic Exposure II	4
72103 Introduction to Radiography	1	72104 Radiation Protection	1
72105 Radiographic Positioning I	4	72106 Radiographic Positioning II	4
72205 Methods of Patient Care I	2	72110 Clinical Practicum I	1
	Total: 18	72206 Methods of Patient Care	1
			Total: 18

First Summer Clinical

72111 Clinical Practicum II 2 Credits
(12 weeks)

Third Semester	Credits	Fourth Semester	Credits
11102 Freshman English II	3	25112 General Psychology II	3
25111 General Psychology I	3	51120 Computer Graphics	2
72112 Clinical Practicum III	1.5	72210 Quality Assurance	1
72207 Radiographic Positioning III	2	72211 Radiation Biology	2
72208 Radiographic Pathology	3	72212 Advanced Imaging Modalities	3
72209 Radiographic Physics	4	72213 Clinical Practicum IV	1.5
99__ Physical Education	.5	72215 Medical Terminology	1
99197-8 Concepts of Physical Wellness	.5	99__ Physical Education	1
	Total: 17.5		Total: 14.5

Second Summer Clinical

72214 Clinical Practicum V 2 Credits

Total Credits: 71

Admission to the program requires successful completion of AP Biology with a 3, 4 or 5, or Introduction to Biology or General Biology I, Regents English and two years of Regents Mathematics, all with a minimum grade of 75% or better. Students who do not meet these requirements are advised to talk to the department chairman to discuss alternate means of entry into the program. All developmental courses into which students have been placed must be completed before being admitted to this program.

Please note that not all courses are offered in the evening.

A.A.S. Radiologic Technology (continued)

Radiologic Technology Program Goals

The professional development of the student is enriched through didactic, laboratory and clinical patient care experiences by providing:

1. a Socratic learning environment for the exchange of professional ideas.
2. ongoing and individual student feedback.
3. opportunities for self-directed learning.
4. laboratory learning activities.
5. clinical applications of radiographic procedures.

An overall cumulative average of 2.0 with a minimum grade of C- in each Radiologic Technology course is required for progression within and graduation from the Radiologic Technology Program. Non-radiologic technology courses must be taken no later than the semester listed to progress in the program.

The graduate of the two-year degree program is eligible to apply for New York State licensure and the examination of the American Registry of Radiologic Technologists for Certification as a Registered Technologist.

Radiologic Technology Student Learning Outcomes

The graduate will be able to:

1. demonstrate the ability to think critically when performing radiographic procedures.
2. demonstrate the technical skills necessary to create quality radiographic images while applying radiation protection practices.
3. effectively interact and communicate with the public, patients, and members of the health care team.
4. demonstrate the ability to properly care for patients.

A detailed description of policies and procedures are available for review in the Department of Radiologic Technology Student Handbook in the program office.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.

Associate in Applied Science Degree

Visual Communications Technology: Graphic Arts/Printing

(HEGIS: 0590)

Visual Communications Technology: Graphic Arts/Printing Program Mission Statement

The mission of the A.A.S. degree program in Visual Communications Technology: Graphic Arts / Printing is to prepare students for entry level positions in graphic design, printing, publishing, desktop publishing, advertising, marketing, presentation graphics, multimedia and communication, as well as for upper level visual communications and graphic design programs. The program includes all aspects of visual communications and graphic design concepts, layout, mechanicals and production, typography, commercial print processes, illustration and computer graphics.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
3___ Math or Liberal Arts Science	3	41102 History of Art II	3
41103 Drawing I	2	41104 Drawing II	2
41105 Design I	3	41106 Design II	3
41115 Vis. Com. & Graphic Design I	3	41110 Color	2
51120 Computer Graphics	2	41116 Vis. Com. & Graphic Design II	3
99___ Physical Education	.5	Total:	17
99197-8 Concepts of Physical Wellness	.5		
Total:	16		

Third Semester	Credits	Fourth Semester	Credits
14110 Theater, Com, Arts Prac.	1	14110 Theater, Com., Arts Prac.	1
2___ Social Science	3	2___ Social Science	3
41109 Modern Art: The 20 Century	3	3___ Math or Liberal Arts Science	3
41107 Painting I <u>or</u>		41108 Painting II <u>or</u>	
41111 Figure Drawing I <u>or</u>		41112 Figure Drawing II <u>or</u>	
41131 Photography I	3/4	41132 Photography II	3
41117 Vis. Com & Graphic Design III	3	41118 Vis. Com. & Graphic Design IV	2
___ Restricted Elective*	3	___ Restricted Elective*	3
Total:	16-17	99___ Physical Education	1
		Total:	16
		Total Credit:	65-66

**Students select appropriate restricted electives based on their career goals after consultation with their academic advisor. Restricted Electives: 13110 Fundamentals of Speech Communication, 13201 Television Production, 41100 American Art 1700-1945, 41101 History of Art I, 41107 Painting I, 41108 Painting II, 41207 Painting III, 41208 Painting IV, 41111 Figure Drawing I, 41112 Figure Drawing II, 41131 Photography I, 41132 Photography II, 41200 Portrait Painting, 41201 Web Page Design, 55173 Internet and HTML, 52110 Introduction to CAD, 54105 Architectural Graphics, 55115 Principles of Advertising, 55122 Principles of Marketing*

Please note that not all courses are offered in the evening.

A.A.S. Visual Communications: Graphic Arts/Printing (continued)

Visual Communications Technology: Graphic Arts/Printing Program Goals:

1. To comprehensively prepare students for entry level positions in visual communications and/or placement in upper level programs of study
2. To familiarize students with fundamental concepts and processes of visual communications and graphic design
3. To provide students with a basic understanding of the visual communications industry
4. To introduce students to career opportunities in the field of visual communications

Visual Communications Technology: Graphic Arts/Printing Student Learning Objectives

Upon successful completion of the program students will be able to demonstrate proficiency in and understanding of:

1. the fundamental principles and elements of visual communications and graphic design.
2. the commercial print processes and desktop publishing.
3. industry-standard technology including hardware and page layout, digital imaging, vector drawing, presentation and web design software.

Students will also:

1. demonstrate a design process and personal creative approach to visual communications.
2. produce a portfolio appropriate for entry level roles in visual communications and/or continuing education in upper level programs.
3. be able to assume entry level roles in visual communications.

NOTE: AAS degrees are primarily intended to prepare students for immediate employment; however, transfer opportunities exist in some areas. If a student plans to pursue a four-year program, he or she should see the department chair or a faculty advisor as soon as possible.

Certificate Programs

With one exception*, the primary goal of a certificate program is to provide the opportunity for students to develop job entry skills at the collegiate level. Individuals who are currently employed but seek to change careers find that the accelerated study format of the certificate programs permit completion of study within one year.

These programs are developed in response to the continuing community need for technically trained individuals in the areas of business, engineering technologies, corrections and security. Our experience has shown that students who complete these programs have been successful at obtaining employment as a result of their training. Because each certificate program represents a core study area in a corresponding degree program, the certificate programs become a base from which students may expand their career and educational opportunities.

To receive a certificate of completion, a 2.0 (C) average or its equivalent is required.

NOTE: If a certificate program requires less than 24 credits, it does not qualify for financial aid.

* Certificate in Business Studies is a pre-professional program for graduates of four-year institutions. See page 152

Accounting Procedures

(HEGIS: 5002)

Emphasis is placed upon the development of job entry skills in accounting and data processing. General "literacy" in the language of business is also stressed.

First Semester	Credits	Second Semester	Credits
38103 Elementary Algebra	3	55118 Personal Finance	3
55101 Business Math	3	55120 Business and Society or	
55110 Introduction to Business	3	55122 Marketing	3
55131 Accounting I	4	55132 Accounting II	4
55___ Business Elective	3	55161 Microcomputer Applications	3
	Total: 16	55221 Business Law I	3
		Total: 16	
		Total Credits: 32	

Accounting Technician Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the abilities and skills in bookkeeping fiscal cycles.
2. acquire and demonstrate a working knowledge of business literacy.

Certificate Programs

Clerical Office Assistant

(HEGIS: 5005)

This certificate prepares the student for employment as an entry-level office worker such as a typist or receptionist. The successful student will also know the fundamentals of business operations. To complete this program in one year, basic keyboarding skill must be acquired prior to entering the program.

First Semester	Credits	Second Semester	Credits
55101 Business Mathematics	3	55109 Advanced Computer Keyboarding	3
55108 Intermediate Computer Keyboarding*	3	55202 Business Communications	3
55110 Introduction to Business	3	55206 Records Management	3
55___ Business Elective	3	55207 Transcription Skills	3
		_____ Elective**	3
	Total: 12		Total: 15
			Total Credits: 27

* Students without keyboarding skills may need to enroll in 55107 Elementary Computer Keyboarding and use it as the Business Elective.

**11101 Freshman English I recommended.

Clerical Office Assistant Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the ability to keyboard straight copy for five minutes with a maximum of three errors.
2. acquire and demonstrate the ability to keyboard in correct form business correspondence.
3. acquire and demonstrate the ability to function in tasks such as filing, communications, and word processing.

E-Business

(HEGIS: 5099)

This certificate program develops a basic foundation for using information technology in 21st century businesses. It is designed for those who want to bring their understanding of technology up to date or enhance their marketplace skills.

First Semester	Credits	Second Semester	Credits
55106 Keyboarding*	1	55115 Advertising	3
55161 Microcomputer Applications	3	55177 E-Commerce Applications	3
55202 Business Communications	3	55174 Internet Scripting Lang.	3
55125 E-Business Principles	3	41201 Web Page Design	3
55173 Internet & HTML	3	55___ Restricted Elective**	3
55122 Marketing	3		Total: 16
	Total: 15		Total Credits: 31

* Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

**Restricted Electives: 55264 Internship; 55221 Business Law I; 55121 International Business; 55216 Principles of Management

E-Business Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the knowledge and ability to conduct business on the Internet worldwide.
2. acquire and demonstrate the knowledge and ability to use Internet technology to facilitate the exchange of goods and services between buyers and sellers.

Early Childhood Development and Care (HEGIS: 5503)

This program is designed to develop professional career skills in preparation for entry level positions in Early Childhood. Students will be required to demonstrate an understanding of the theories related to child development, the techniques for fostering such development, and the operation of a child care facility. All courses apply toward an AAS degree in Early Childhood. If applied, a grade of C (2.00) or better is required in all 71_____courses for progression in the program and graduation with an AAS degree or certificate in Early Childhood Development and Care.

The successful graduate of this certificate program will be able to:

1. demonstrate knowledge of physical, intellectual, language, creative, social, and emotional domains and incorporate those into developmentally appropriate practices in an early childhood environment.
2. apply theoretical and conceptual knowledge by effectively planning relevant stage and age level learning activities using varied curricula and lesson plan formats.
3. provide evidence of an appropriate early learning environment through a detailed floor plan, budget, advertising, personnel and parent documents.
4. understand, welcome, and include an unbiased appreciation for those diverse in appearance, ability, and culture by providing equitable opportunities in classroom structure and planning.
5. demonstrate effective communication skills to colleagues and children through written and oral methods
6. develop and exhibit professional and ethical standards of integrity, confidentiality, personal growth, and teamwork with classmates and at field sites.

First Semester	Credits	Second Semester	Credits
11101 Freshman English I	3	11102 Freshman English II	3
25111 General Psychology	3	71102 Child Development II ++#	3
71105 Preparing to Teach Young Children	2	58107 Infant/Child First Aid & CPR	1
71101 Child Development I ++	3	71104 Child Health, Safety, Nutrition	3
71107 Mand Rptr/Int/Prev/School Violence	1	71203 Infant/Toddler Care ++#	3
71201 Observation & Assessment ++	3	71206 Admin & Management# or	
	Total: 15	71208 Home, School, and Community#	3
			Total: 16
			Total Credits: 31

Non-matriculants, CDA, and certificate candidates may take certain courses either without the prerequisite(s) or as co-requisites in special circumstances. Students should see their advisor or the department chairperson.

++ *Local daytime observations beyond college classroom required.*

Offered Spring semester ONLY

Note:

* *Certain courses will require daytime site observations beyond college class attendance.*

* *Some courses are offered only in Fall, others only in Spring.*

* *Not all courses are offered in the evening.*

* *Requirements such as fingerprinting/health documents are needed for some courses.*

Certificate Programs

Information/Word Processing

(HEGIS: 5005)

(Preparation for MOUS Certification also available.)

This certificate provides the opportunity for students with some work experience to update their skills. To complete the program in one year, students must have basic keyboarding skills before enrolling in the program.

First Semester	Credits	Second Semester	Credit
55108 Inter. Computer Keyboarding* or		55109 Adv. Computer Keyboarding or	
55109 Adv Computer Keyboarding*	3	55___ Business Elective	3
55208 Computer Fundamentals for the Office or		55202 Business Communications	3
55___ Business Elective	3	55206 Records Management	3
55209 Microsoft Word	3	55207 Transcription Skills*	3
55___ Business Elective	3	55214 Excel and Access	3
		Total:	15
Total: 12		Total Credits:	27

* *Students who already have acceptable skill levels should take the departmental examination for possible waiver of the course. Students are required to complete one to two business electives depending upon their placement in computer keyboarding and machine transcription.*

Information/Word Processing Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate the ability to keyboard straight copy for five minutes with a maximum of three errors.
2. acquire and demonstrate the ability to keyboard business correspondence using various computer software programs in word/information processing.
3. acquire and demonstrate the ability to understand computer concepts and applications for the office environment.

Law Enforcement/Security

(HEGIS: 5505)

This curriculum is offered to persons interested in law enforcement or industrial security positions.

First Semester	Credits	Second Semester	Credits
28101 Criminal Justice	3	24102 U. S. Gov't-State & Local	3
67210 Criminal Law	3	26110 Social Problems	3
69102 Patrol Administration	3	28106 Police-Community Relations	3
69105 Industrial & Private Security	3	28110 Criminology	3
69203 Criminal Investigation I	3	69204 Criminal Investigation II	3
		Total:	15
Total: 15		Total Credits:	30

Certificate Programs

Microcomputer Applications *(HEGIS: 5101)*

This program will provide the knowledge and hands-on experience necessary to configure, install and operate microcomputer systems in the business environment. The program includes extensive coverage of current application software using industry standard hardware. Topics covered include: Computer Information Systems, Systems Analysis and Design, Electronic Spreadsheet Concepts, Database Fundamentals, Advanced Microcomputer Applications, Accounting, and Business courses.

55101 Business Math	3	55173 Internet & HTML	3
55106 Keyboarding*	1	55___ Computer Information	
55110 Introduction to Business	3	Systems Elective	3
55150 Computer Information Systems	3	55224 Database Fundamentals &	
55161 Microcomputer Applications	3	Design	3
55166 Systems Analysis & Design	3	55131 Accounting I	4
55201 Adv. Microcomputer Concepts	3	Total:	32

* Students with sufficient keyboarding ability who pass the keyboarding waiver exam will fulfill this requirement; they do not need to replace the 1 credit.

Microcomputer Applications Student Learning Outcomes

The graduate will be able to:

1. acquire and demonstrate ability and skills in data processing.
2. acquire and demonstrate hands-on abilities on the microcomputer.

Teaching Assistant Certificate Program *(HEGIS: 5101)*

Meeting the educational requirements for permanent NYSED Teacher Assistant Certification

Mission

This 24 credit program is designed to develop career skills in preparation for New York State Teacher Assistant Licensure and Certification. All courses are applicable toward an Associate Degree AND the Jointly Registered Teacher Education Program.

Goals:

- To provide students adequate information and preparation as part of their successful completion of the New York State Teaching Assistant Licensure and Certification.
- To introduce career aptitudes and skills necessary for educational and behavioral assistance in New York State classrooms from Preschool to High School.
- To supply a basic educational foundation comprised of at least three SUNY General Education topics and at least one area of liberal arts and sciences.
- To furnish specific educational courses which meet Federal and/or New York State requirements for Teaching Assistants, which simultaneously can be applied toward an Associate Degree and the Jointly Registered Teacher Education Program.

Certificate Programs

Student Learning Outcomes of the Teaching Assistant Certificate Program

The successful graduate of this program will be able to:

- exhibit critical thinking and problem solving skills.
- acquire a broad base knowledge in at least one area of liberal arts and sciences, and at least three SUNY General Education topics.
- understand the fundamentals of child development theories and their classroom applications.
- demonstrate relevant, creative, developmentally appropriate teaching techniques.
- communicate effectively in oral and written forms.

Certification Requirements

Federal Requirements under NCLB:

- Currently employed TAs are "grandfathered" if they have a Continuing Certificate AND are tenured.
- Currently employed TAs with a Continuing Certificate who are NOT tenured (Provisional status) have until January 2006 to fulfill the NCLB requirements: passing grade on the NYSATAS exam OR complete 2 years of college (48 credits) OR earn an Associate Degree.
- All TAs hired after January 2002 must have a high school diploma AND a passing grade on the NYSATAS exam OR have completed 2 years of college (48 credits) OR earn an Associate Degree. This requirement must be met immediately if hired to work in a Title I or school-wide program.

New York State Requirements:

- Currently employed TAs are "grandfathered" if they have a Continuing Certificate, unless they choose to apply for a Level I, II, or III Certificate under the new regs. (In order to be "grandfathered", a TA must have obtained a Continuing Certificate by February 2004.)
- All TAs hired after February 2004 must pass the NYSATAS exam AND complete 18 credits of college coursework within 3 years AND complete 75 hours of professional development every five years.

Program Requirements	Credits
11101 Freshman English I	3
25111 General Psychology I	3
25121 Child Psychology	3
71103 Intro to Early Childhood Education++	3
13110 Fundamentals of Speech/Communications	3
_____ Elective (Restricted)	3
_____ Elective (Restricted)	3
_____ Elective (Restricted)	3
Total:	24

++Local daytime observations beyond college classroom required. Students will be placed according to their employment/school needs.

Certificate Programs

Restricted Elective Options:

This program has been developed to include options matching the New York State Teaching Certifications. Option 1 is for those students who do not wish to follow a particular grade range.

Option 1: Most Flexible

Elective selections restricted to SUNY General Education Course Listing in the college catalog. One of these course selections must be from either category 4, 5 or 6.*

11101	Freshman English I	3
25111	General Psych I	3
25121	Child Psych	3
71103	Intro to Early Childhood/ Childhood Education++	3
13110	Fund. Speech/Comm	3
_____	Elective (Restricted)	3
_____	Elective (Restricted)	3
_____	Elective (Restricted)	3
Total:		24

Option 2: Most appropriate for Teaching Assistants working in Birth to 2nd Grades (Choose 3)

71201	Observation and Assessment ++	3
38111	Math for Elementary Teachers	3
22120	Elements of Physical Geography	3
23__	History Course*	3

Option 3: Most appropriate for Teaching Assistants working in 1st to 6th Grades (Choose 3)

22120	Elements of Physical Geography	3
38111	Math for Elementary Teachers	3
23__	History Course*	3
_____	SUNY General Ed. Course	3

Option 4: Most appropriate for Teaching Assistants working in 7th to 12th Grades

71103	Omit	
25122	Replaces 25121 (program req.)	3
22120	Elements of Physical Geography	3
23__	History Course*	3
_____	SUNY General Ed. Course	3
_____	SUNY General Ed. Course	3

*General Education and History selections must be applicable to educational programs leading to teacher certification.

++Local daytime observations beyond college classroom required. Students will be placed according to their employment/school needs.

Certificate Programs

Business Studies

Jointly Registered With State University

College of New Paltz

(HEGIS: 5001.00)

Note: Only open to graduates of four-year degree programs in fields other than Business.

This 34 or more credit cooperative undergraduate program is a pre-professional plan of study for graduates of four-year institutions who majored in non-business areas to prepare them for graduate studies in Business. It is anticipated that upon receiving their Certificates, most students will matriculate in a New Paltz program; others may present the Certificate as an appropriate credential for admission to graduate business programs at other colleges. Students may begin or complete their certificate of studies at Orange County Community College or at New Paltz, but must complete at least half their credits at Orange County Community College if they wish Orange to award the Certificate. (Note: three of the courses in the program must be taken at New Paltz - 20341 Fundamentals of Corporate Finance, and 20309 and 20311 Statistics of Business and Economics I and II.

<u>SUNY Orange</u>	<u>Credits</u>	<u>New Paltz</u>	<u>Credits</u>
21201 Macro Economics or 21202 Micro-Economics	3	33207 Macro-Economics or 33206 Micro-Economics	3
55133 Financial Accounting	4	20201 Financial Accounting	4
55134 Managerial Accounting	4	20202 Managerial Accounting	4
55122 Principles of Marketing	3	20325 Marketing	3
55216 Principles of Management	3	20252 Principles of Management	3
38210 Computer Science I or 55168 Computer Programming I or 55171 C Programming	3	_____ Computer Program Elective	3
38205 Calculus I	4	64245 Basic Calculus	4
None - Take at New Paltz		20341 Fund. of Corporate Finance	3
None - Take at New Paltz		20309 Stats. for Bus. & Econ. I	3
None - Take at New Paltz		20311 Stats. for Bus. & Econ. II	4
		Total	34

Academic Support Services

Learning Assistance Services

Developmental Education Program

Orange County Community College offers a variety of developmental courses for students who need to strengthen their basic skills before enrolling in college credit programs. All students assessed into two or more developmental courses are identified as participants in the Developmental Education Program and have special support services provided to them. These students must follow specific academic policies related to this program.

11030 Basic Writing Skills I	11070 English As a Second Language
11040 Basic Writing Skills II	38010 Developmental Arithmetic
11050 Reading and Study Skills I	38020 Developmental Algebra
11060 Reading and Study Skills II	

Developmental Courses:

Upon admission to the college, students are assessed in **reading, writing, and mathematics**. The results of these assessments help determine whether a student needs developmental courses. In some instances, developmental courses are prerequisites to college-level courses. In all cases, successful completion of developmental courses into which a student has been placed is required. Please note the following conditions:

Students placed in developmental writing and reading courses must be enrolled in these courses during every semester of attendance until they receive a grade of “P” in these courses.

Grades of “P” must be received in these courses prior to having **attempted** a total of sixteen (16) non-developmental credits from the time of assessment.

Students placed in developmental math courses must complete these courses, even though there may not be a specific math requirement in their curriculum. If students have not successfully completed these courses (38010 and 38020) by the time they have attempted (24) non-developmental credits, they must enroll in these courses every semester until they receive a grade of “P”.

Grades of “P” must be received in all developmental courses into which they have been placed prior to applying for graduation.

The reading, writing, and math assessment tests may be re-taken, **only prior to attendance in classes**, with the approval of the appropriate department chairperson, (i.e., Chairperson of the English Department for reading and writing, Chairperson of the Mathematics Department for math) or the Associate Vice President for Student Development. Students may also request waiver of placement from the appropriate department chairperson (English and math).

Students in developmental courses receive supplemental help in the Reading and Writing Labs run by the Department of English & Foreign Languages and many receive supplemental help in the college’s Tutorial Center. The Developmental Student Advocate assists developmental students in planning their college program and acquiring the skills necessary for success.

Units earned from developmental courses are institutional in nature; they are not applicable to the 60 or more semester hours of credit required for an Associate in Arts, Science, Applied Science, the two-year Certificate of Graduation, or any of the certificate programs.

Permitted Courses for Developmental Students

Developmental students may receive financial aid if they meet income eligibility requirements, are registered for at least six units/credits of course work, and have gone through the college's regular admission process.

For further information on the Developmental Education Program, contact the Coordinator of Developmental Education, (845) 341-4520.

Permitted Credit Classes for Students Placed in One or More Developmental Courses

The lists that follow are of courses which students who have placed in one or more developmental courses may take without permission of the department chair. To use these lists, first determine which developmental course the student has placed in, turn to the list with that heading, and select the course or courses in which the student may wish to enroll. If a student is in two developmental courses, then the desired course must appear on the permitted course list for both developmental courses. student may not register without permission of the department chair. Students may take any developmental course in conjunction with any other as long as the one they are in is not a prerequisite for the one they wish to add.

Permitted Credit Courses, other than Math, For Students in 11030, Basic Writing I, Assuming Other Prerequisites Have Been Met:

14112 Theater Workshop	42157-58 Chamber Ensemble
16101 Modern Dance I	42170-77 Private Instruction
16102 Modern Dance II	42221 Intermediate Piano I
16201 Advanced Dance I	42222 Intermediate Piano II
16202 Advanced Dance II	42223 Advanced Piano I
26100 Career Planning Course	42224 Advanced Piano II
41103 Drawing I	51120 Computer Graphics
41104 Drawing II	52101 Technical Drawing I
41107 Painting I	54105 Architect Graphics
41108 Painting II	55101 Business Math
41110 Color	55106 Keyboarding
41111 Figure Drawing I	55107 Elementary Computer Keyboarding
41112 Figure Drawing II	58000 Skills Courses
41130 Intro to Art	58105 Introduction to Physical Education
41131 Photography I	58106 CPR
41132 Photography II	58107 Infant and Child First Aid and CPR
41200 Portrait Painting	58150 First Aid and Safety
41207 Painting III	58170 Substance Abuse and Health
41208 Painting IV	58180 Stress Management
42112 Fundamentals of Music	58210 Contemporary Health
42121 Elementary Piano I	58315 Water Safety Instructor
42122 Elementary Piano II	58467-8 Lifeguarding I
42141-42 Mixed Chorus	63101 Fundamentals of Medical Physiology for MLT Majors I
42145-46 Group Voice I & II	99000 Physical Education
42147 Madrigal Singers	
42151 Band	
42155-56 Jazz Improv I & II	

Permitted Courses for Developmental Students

Permitted Credit Courses, other than Math, For Students in 11040, Basic Writing II, Assuming Other Prerequisites Have Been Met:

13201 Television Production	42221 Intermediate Piano I
14112 Theater Workshop	42222 Intermediate Piano II
16101 Modern Dance I	42223 Advanced Piano I
16102 Modern Dance II	42224 Advanced Piano II
16201 Advanced Dance I	51120 Computer Graphics
16202 Advanced Dance II	52101 Technical Drawing I
21201 Macroeconomics	54105 Architect Graphics
21202 Microeconomics	55101 Business Math
22120 Elements of Phys Geography	55103 Medical Coding
26100 Career Planning	55106 Keyboarding
28101 Criminal Justice	55107 Elementary Computer Keyboarding
31111 Nutrition	55108 Intermediate Computer Keyboarding
31121 Introduction to Biology	55110 Intro to Business
31123 Diversity of Life	55118 Personal Finance
31150 Prehistoric Life	55131-32 Accounting I & II
37125 Physical Science: Physical World	55150 Computer Information Systems
37140 Physical Science: Environment	55168 Computer Programming I
41103 Drawing I	55169 Computer Programming II
41104 Drawing II	55170 RPG
41107 Painting I	55205 Business Statistics
41108 Painting II	55206 Records Management
41110 Color	55208 Computer Fund. for the Office
41111 Figure Drawing I	55234 Acct Microcomputer Applications
41112 Figure Drawing II	55237 Federal Income Tax Procedures
41130 Intro to Art	57100 College Success Seminar
41131 Photography I	58000 Skills Courses
41132 Photography II	58105 Introduction to Physical Education
41200 Portrait Painting	58106 CPR
41205 Design Workshop I	58107 Infant and Child First Aid and CPR
41206 Design Workshop II	58150 First Aid and Safety
41207 Painting III	58170 Substance Abuse and Health
41208 Painting IV	58180 Stress Management
42101 Intro to Music	58210 Contemporary Health
42112 Fundamentals of Music	58315 Water Safety Instructor
42131 Basic Musicianship I	58467-8 Lifeguarding I
42141-42 Mixed Chorus	63101 Fundamentals of Medical Physiology for MLT Majors I
42145-46 Group Voice I & II	71104 Childhood Health, Safety & Nutrition
42147-48 Madrigal Singers	71105 Preparing to Teach Young Children
42151 Band	71107 Mandated Training-Child Abuse
42155-56 Jazz Improv I & II	99000 Physical Education
42157-58 Chamber Ensemble	
42170-77 Private Instruction	
42121 Elementary Piano I	
42122 Elementary Piano II	

Permitted Courses for Developmental Students

Permitted Credit Courses, other than Math, For Students in 11050, Reading and Study Skills I:

14112 Theater Workshop	42170-77 Private Instruction
16101 Modern Dance I	42221 Intermediate Piano I
16102 Modern Dance II	42222 Intermediate Piano II
16201 Advanced Dance I	42223 Advanced Piano I
16202 Advanced Dance II	42224 Advanced Piano II
26100 Career Planning	51120 Computer Graphics
41103 Drawing I	52101 Technical Drawing I
41104 Drawing II	55106 Keyboarding
41107 Painting I	55107 Elem. Computer Keyboarding
41108 Painting II	58000 Skills Courses
41110 Color	58105 Introduction to Physical Education
41111 Figure Drawing I	58106 CPR
41112 Figure Drawing II	58107 Infant and Child First Aid and CPR
41130 Intro to Art	58150 First Aid and Safety
41131 Photography I	58170 Substance Abuse and Health
41132 Photography II	58180 Stress Management
41200 Portrait Painting	58210 Contemporary Health
41205 Design Workshop I	58315 Water Safety Instructor
41206 Design Workshop II	58467-8 Lifeguarding I
41207 Painting III	71104 Childhood Health, Safety & Nutrition
41208 Painting IV	71105 Preparing to Teach Young Children
42121 Elementary Piano I	71107 Mandated Training-Child Abuse
42122 Elementary Piano II	99000 Physical Education
42141-42 Mixed Chorus	
42145-46 Group Voice I & II	
42157-58 Chamber Ensemble	

Permitted Credit Courses, other than Math, For Students in 11060, Reading and Study Skills II, Assuming Other Prerequisites Have Been Met:

13201 Television Production	41200 Portrait Painting
14112 Theater Workshop	41205 Design Workshop I
16101 Modern Dance I	41206 Design Workshop II
16102 Modern Dance II	41207 Painting III
16201 Advanced Dance I	41208 Painting IV
16202 Advanced Dance II	42101 Intro to Music
26100 Career Planning	42112 Fundamentals of Music
28101 Criminal Justice	42121 Elementary Piano I
31111 Nutrition	42122 Elementary Piano II
31121 Introduction to Biology	42223 Advanced Piano I
31123 Diversity of Life	42224 Advanced Piano II
31150 Prehistoric Life	42141-42 Mixed Chorus
37125 Physical Science: The Phys World	42145-46 Group Voice
37140 Physical Science: The Environment	42157-58 Chamber Ensemble
41103 Drawing I	42170-77 Private Instruction
41104 Drawing II	42221 Intermediate Piano I
41107 Painting I	42222 Intermediate Piano II
41108 Painting II	51120 Computer Graphics
41110 Color	52101 Technical Drawing I
41111 Figure Drawing I	54105 Architect Graphics
41112 Figure Drawing II	55101 Business Math
41130 Intro to Art	55106 Keyboarding
41131 Photography I	55107 Elem. Computer Keyboarding
41132 Photography II	55108 Intermed. Computer Keyboarding

Permitted Courses for Developmental Students

Permitted Credit Courses, other than Math, For Students in 11060, Reading and Study Skills II, Assuming Other Prerequisites Have Been Met (cont'd):

55110 Introduction to Business	58210 Contemporary Health
55131 Accounting I	58315 Water Safety Instructor
55132 Accounting II	58467-8 Lifeguarding I
57100 College Success Seminar	58901 Intro to Exercise Science
58000 Skills Courses	63105 Intro to Laboratory Sciences
58105 Introduction to Physical Education	71104 Childhood Health, Safety & Nutrition
58106 CPR	71105 Preparing to Teach Young Children
58107 Infant and Child First Aid and CPR	71107 Mandated Training-Child Abuse
58150 First Aid and Safety	99000 Physical Education
58170 Substance Abuse and Health	
58180 Stress Management	

Permitted Credit Courses, other than Math, For Students in 11070, English as a Second Language, Assuming Other Prerequisites Have Been Met:

14112 Theater Workshop	42122 Elementary Piano II
16101 Modern Dance I	42141-42 Mixed Chorus
16102 Modern Dance II	42145-46 Group Voice I & II
16201 Advanced Dance I	42157-58 Chamber Ensemble
16202 Advanced Dance II	42170-77 Private Instruction
26100 Career Planning	42221 Intermediate Piano I
41103 Drawing I	42222 Intermediate Piano II
41104 Drawing II	42223 Advanced Piano I
41107 Painting I	42224 Advanced Piano II
41108 Painting II	51120 Computer Graphics
41110 Color	52101 Technical Drawing I
41111 Figure Drawing I	54105 Architect Graphics
41112 Figure Drawing II	55101 Business Math
41130 Intro to Art	55106 Keyboarding
41131 Photography I	55107 Elementary Computer Keyboarding
41132 Photography II	58000 Skills Courses
41200 Portrait Painting	58106 CPR
41205 Design Workshop I	58107 Infant and Child First Aid and CPR
41206 Design Workshop II	58150 First Aid and Safety
41207 Painting III	58315 Water Safety Instructor
41208 Painting IV	58467-8 Lifeguarding I
42112 Fund of Music	99000 Physical Education
42121 Elementary Piano I	

Permitted Credit Courses For Students in 38020, Developmental Algebra - All Courses Numbered 11000-49000 Except Any Courses With A Mathematics Prerequisite*

14112 Theater Workshop	45105 History of Jazz
26100 Career Planning	51120 Computer Graphics
31123 Diversity of Life	55106 Keyboarding
31150 Prehistoric Life	55107 Elementary Computer Keyboarding
42101 Intro to Music	55108 Intermed. Computer Keyboarding
42103 History of Western Music to 1750	55109 Advanced Computer Keyboarding
42104 History of Western Music from 1750	55110 Intro to Business
42111 History of Rock Music	

Permitted Courses for Developmental Students

Permitted Credit Courses For Students in 38020, Developmental Algebra - All Courses Numbered 11000-49000 Except Any Courses With A Mathematics Prerequisite* (cont'd):

55115 Principles of Advertising	58180 Stress Management
55116 Salesmanship	58210 Contemporary Health
55122 Principles of Marketing	58230 Basic Exercise Physiology
55125 E-Business	58232 Physical Fitness and Training
55130 Principles of Retailing	58315 Water Safety Instructor
55202 Business Communications	58467-8 Lifeguarding I
55206 Records Management	59201 Social Recreation
55208 Computer Fund. for the Office	59205 Rec. Planning & Org
57100 College Success Seminar	65110 Mental Health and the Law
58000 Skills Courses	71104 Childhood Health, Safety & Nutrition
58105 Introduction to Physical Education	71105 Preparing to Teach Young Children
58106 CPR	71107 Mandated Training-Child Abuse
58107 Infant and Child First Aid and CPR	99000 Physical Education
58150 First Aid and Safety	
58160 Intro to Human Movement	
58170 Substance Abuse and Health	

Not approved: 37110, 37120, 37125, 37140

Permitted Credit Courses For Students in 38010, Developmental Arithmetic - All Courses Numbered 11000-49000 Except Any Courses With A Mathematics Prerequisite*

14112 Theater Workshop	55207 Transcription Skills
26100 Career Planning	55208 Computer Fund. for the Office
31111 Nutrition	55209 Microsoft Word
31115 Environmental Conservation	57100 College Success Seminar
31121 Introduction to Biology	58105 Intro to Physical Education
31123 Diversity of Life	58107 Infant and Child First Aid & CPR
31150 Prehistoric Life	58160 Intro to Human Movement
42101 Introduction to Music	58170 Substance Abuse and Health
42103 History of Western Music to 1750	58180 Stress Management
42104 History of Western Music from 1750	58210 Contemporary Health
42105 History of Jazz	58230 Basic Exercise Physiology
42111 History of Rock Music	58232 Physical Fitness and Training
51120 Computer Graphics	58315 Water Safety Instructor
55101 Business Math	58467-8 Lifeguarding I
55103 Medical Coding	59201 Social Recreation
55106 Keyboarding	59205 Rec. Planning & Organization
55107 Elementary Computer Keyboarding	55150 Computer Info Systems
55108 Intermediate Computer Keyboarding	63105 Intro to Laboratory Sciences
55109 Advanced Computer Keyboarding	65110 Mental Health and the Law
55110 Intro to Business	71104 Childhood Health, Safety & Nutrition
55115 Principles of Advertising	71105 Preparing to Teach Young Children
55116 Salesmanship	71107 Mandated Training-Child Abuse
55122 Principles of Marketing	99000 Physical Education
55125 E-Business Principles	
55130 Principles of Retailing	
55131 Accounting Principles I	
55202 Business Communications	
55206 Records Management	

Not approved: 37110, 37120, 37125, 37140

Tutorial Services

The Tutorial Center provides professional and peer tutoring for all credit students of the college upon request. Students needing help in a given course are encouraged to first seek assistance from their instructor and should request tutoring only on the advice and referral of an instructor. In exchange for a \$15 fee per half semester, the student is entitled to the maximum number of hours allowed per week in as many subject areas as necessary. Tutoring is by appointment only and is scheduled at times that are convenient for the student.

The Center is located on the second floor of the Library/Learning Resources Center. It is open from 8:00 a.m. to 8:00 p.m., Monday through Thursday, and from 8:00 a.m. to 5:00 p.m. on Friday.

Learning Resource Center

The mission of the Learning Resource Center (LRC) is to support the curriculum of the college through an on-site collection of over 95,000 print and nonprint resources and by providing access to electronic information available on online databases and the internet.

The periodical collection provides current newspapers, magazines, and professional journals in all fields relevant to the curriculum. To further extend the collection, the LRC offers an Interlibrary Loan service and is a member of the SUNY Open Access Program.

An extensive Library Instruction service is available to assist students in acquiring the basic library skills necessary to become self-reliant users of the information found in libraries.

Located on the first floor of the LRC, the 25-station Academic Computing Laboratory provides students with access to the internet and software programs.

During the regular academic year, the LRC is open Monday through Friday, 8 a.m. to 9 p.m., Saturday 9 a.m. to 3 p.m. Summer and intercession hours as announced.

The **Instructional Media Center** supports the teaching faculty and staff by providing audio-visual equipment. The Instructional Media Center furnishes television receivers, VCR's, overhead projectors, laser CD players, slide projectors, cassette recorders, DVD players and portable sound equipment.

The English Department Writing Centers

The English Department Writing Centers serve all students who need to work on writing skills. Students may drop-in for help or be referred by their instructors. Several courses also require mandatory weekly hours in the Writing Center. The centers operate on the philosophy that students learn to write by writing. Skills instruction is done in the context of the students' own work, generated in the center. Using instructor-created materials, students work individually with English Department instructors and tutors. Computers and cassette recorders accommodate various learning styles. Day and evening Writing Center hours are posted each semester. Locations: Middletown, HA109 and Newburgh Extension Center, Key 215.

The Writing Consultancy Project

Orange County Community College's Writing Consultancy Project is a nationally recognized, award-winning, interdisciplinary program. Its goal is to help students master their occupational and professional writing. Sponsored by the English Department, the project sends writing consultants to designated courses in specific academic and career programs. The consultant works in the course with the instructor and the students. These consultants also teach the students through (a) the formal courses, 11160, 11161 Technical Writing modules, (b) special workshops and (c) individualized conferences. They develop methods to help students to transfer and apply key writing skills to their technical situations and occupations. They also use the computer-equipped Technical/Medical Writing Lab in BT 260, where much of the individualized instruction takes place. This lab is the site for required course-related work and for drop-in use by students in Writing Consultancy-related courses.

Participating programs and departments whose students earn academic credit by taking 11160 and 11161 Technical Writing Modules are:

- Electrical Technology
- Occupational Therapy Assistant
- Massage Therapy
- Physical Therapist Assistant
- Laboratory Technology

The Nursing and Dental Hygiene programs utilize the Writing Consultancy's other special instructional services, including the new Nursing and writing courses. The Writing Consultancy also conducts special writing workshops for any instructor and class who request them.

The Writing Consultancy has been selected as an Outstanding College Occupational Education Program in New York state. It is also featured in the new Jossey-Bass publication, *Writing Across the Curriculum in Two Year College Vocational/Career Programs: New Directions for Community Colleges*.

English-As-A-Second-Language (ESL)

For incoming students whose primary language is not English and who demonstrate the need to improve their English, the college offers:

11070 English-As-A-Second Language

Through the formal placement process, students may be required to take 11070 before attempting later college-level study; they may also elect to take the course. Working closely with an English Department instructor, students are immersed in reading, writing, speaking and listening activities.

Through CAPE, the college is also offering non-credit ESL courses designed for English-As-A-Second Language speakers who have some command of the language but need to develop more workplace/daily living literacy skills. The program offers four levels, taking the non-native speaker from the beginning level to the advanced intermediate level.

Classes are offered at the Newburgh and/or Middletown campuses. Check the fall, spring, and summer course schedules for more information.

Lyceum

The ancient Greek word from which Lyceum is derived means a place for or an association providing a forum for ideas and presentations through lectures, entertainment, and concerts. Cultural Affairs at SUNY Orange presents Lyceum Events which are offered throughout the year.

Programming is diverse and is meant to broaden the educational and academic opportunities of the college community as well as provide enriching experiences to the community-at-large.

Lyceum events include: lectures—social studies, economics, humanities, art, music, science; theater—classics, innovative, modern; film—classics, foreign, and documentaries; children's theater—classics and new works; dance—classic, modern, folk, ethnic; music—classical and ethnic performances; jazz performances and workshops; poetry readings—plain and/or with accompaniment; art exhibits and other timely exhibits.

Funding is provided by the Student Senate and the college, as well as private individuals and grants.

Continuing and Professional Education (CAPE)

The Department of Continuing and Professional Education (CAPE) provides a diverse range of courses, programs, and workshops designed to address the professional training and personal development needs in Orange County. Divisions within the department include:

Business Training and Professional Development: The CAPE Business Training/Professional Development Department provides a wide array of courses, seminars, workshops and customized training programs. Programs include: Management, Leadership Techniques, Supervisory Skills, Customer Service, Business Communications and Computer Training. All programs can be customized to meet the training/development needs of businesses, hospitals, educational institutions and other organizations located in Orange County. The Business Training/Professional Development Department offers information technology training and industry certification programs, A+, Network+, and Networking technology. Web design and development courses are also available.

Institute for Nonprofit Leadership and Management: The Institute's Certificate Program provides a series of courses and conferences for nonprofit board members, volunteers, management teams and staff members. Certifications are awarded upon successful completion of the coursework and participation in the conferences. This certification results in participants strengthening their capabilities to achieve the fiscal integrity, moral responsibility, and fund development expertise needed in nonprofit organizations. Programs include: Roles and Responsibilities of Nonprofit Boards, Meeting Your Fiduciary Responsibilities, Tax Credits for Nonprofit Organizations, Effective Marketing and Promotion, Smart Fundraising Strategies, and Fundamentals of Grant Writing.

Community Enrichment: Community Enrichment provides a wide array of vocational, recreational and remedial programs for the community. Specialized courses are also offered to fulfill state licensing and professional certification requirements.

Continuing and Professional Education

Additional programs include:

- **Special College:** Non-credit courses designed to meet the needs of developmentally-disabled adults are offered in cooperation with AHRC, Crystal Run Village, Occupations, NYS DDSO, Mental Health Association of Orange County, and Stony Ford Foundation.
- **Children's Courses:** Enrichment and recreational courses are offered in the Fall and Spring semesters on and off campus and in the Summer on campus.
- **Over 60 Program:** State law provides that people over 60 years may audit college credit courses, where possible, at no cost to participating senior citizens. Full classroom participation is encouraged although grades and credit are not awarded. Non-credit courses are not included in the Over 60 Program. Over 60's students register through the Community Enrichment Office.

Workforce Development Education: Programs provide individuals with the skills necessary to succeed in the workplace. Courses are offered for people beginning new careers or entering the workforce for the first time. Courses also enable people to upgrade their skills for their current job or to continue their education.

Drinking Driver Program: The college cooperates with the New York State Department of Motor Vehicles' Drinking Driver Program in offering these courses on and off-campus. Additionally, pre-licensing, defensive driving, and credentialed alcoholism and substance abuse counselor training courses are offered.

Academic Policies and Procedures

The degree requirements and academic regulations contained in this publication affect all who begin their study in 2005-2006. All information contained herein is accurate as of the time of publication. However, policies are subject to change; current information relative to changes in program or academic policies can be obtained from the Office for Academic Affairs, which is located on the second floor Morrison Hall.

The Vice President for Academic Affairs is authorized to waive the application of any college academic policy in a particular case.

Academic Separation and Probation

ACADEMIC STANDING		
CQPA¹: 2.00 - 4.00		Good Standing
.....		
CQPA¹: 1.50 - 1.99		Probation
.....		
CQPA¹: 0.00 -1.49	Less than 30 credit hours completed ²	Probation
.....		
CQPA¹: 0.00 - 1.49	30 or more credit hours attempted ²	Probation If QPA ³ is 2.00 or higher
		Separation If QPA ³ is 0.00 - 1.99

¹ CQPA - Cumulative quality point average

² Grades of W, I, H, M, N, or Pass/Fail in Developmental courses do not apply

³ QPA - Semester quality point average

Good Academic Standing

Students who have achieved a CQPA (cumulative quality point average) of 2.0 or higher at the college are designated in good academic standing.

Midsemester Progress Reports

Communication between instructors and students regarding their progress in college classes generally takes place before or after class or during office hours. In addition, students whose work is below the level of "C" may receive a Midsemester Progress Report. This "Unsatisfactory" report does not go on students' college transcripts, but it should be considered official notification that these students should speak with their instructors about their progress. These students may also wish to speak with their academic advisors or counselors.

Academic Probation

Students who have achieved less than a CQPA of 2.0 at the college are placed on academic probation. Students on academic probation may continue study; however, they may not enroll in more than 14 credits in a fall or spring semester or 6 credits in a summer session.

Academic Policies and Procedures

Academic Separation

Students who have attempted 30 credits or more at the college who have a CQPA of less than 1.5 and a QPA (semester quality point average) of less than 2.0 are separated for a period of one year. However, students who have attained a QPA of 2.0 or higher are placed on academic probation. Those students who are separated may not enroll in any credit course offered in the day, evening, weekend, or summer of any semester or session offered by the college, at any site, during this period. The above policies governing academic separation and probation apply to all students (full-, part-time, admitted, and non-admitted students) except developmental students. Grades of W, I, H, M, or N are not counted as credits attempted. Pass or fail grades earned in developmental courses are not counted as credits attempted.

Academic Appeal Procedure

Students who are separated from the college may appeal the decision to the College Appeals Board, an academic review body convened by the Vice President for Academic Affairs. The College Appeals Board meets in early January and June of each year. Those students who are placed on academic probation and who desire to enroll in more than the maximum number of credits allowed may also request permission from the College Appeals Board. The decision of the College Appeals Board may be appealed for final disposition to the appropriate Associate Vice President. Final appeals are due no later than noon on the Thursday before the start of the fall and/or spring semesters.

If an appeal is granted, students who receive financial aid should not assume that financial aid eligibility will be reinstated. Students who receive financial aid should contact the Financial Aid Office directly regarding the appeal process for reinstatement of aid.

Developmental Students

The following policy applies to students who have been placed in two or more developmental courses:

1. Developmental students who are placed on academic probation (less than 2.0 CQPA) **or** receive an F, W, or H in a developmental course will receive a letter stating that the student's records will be reviewed by the Developmental Education Review Board. This review board may then limit the number of credits that the student may take or stipulate specific course(s) that the student must take. Students will have the option of meeting with the Developmental Review Board to discuss their circumstances before decisions are made.
2. Any Developmental student who fails to obtain the minimum credits passed that are indicated below will be separated from the college for a period of one year.

Total Credits Attempted	Minimum Credits Passed
24	6
36	12
48	18

Credits attempted excludes courses where a student has received a grade of W, I, M, or N. Developmental students who wish to appeal the decision of the Developmental Education Review Board may appeal to the appropriate Associate Vice President.

Grades and Quality Points

A four-point grading system, based on letter grades of A, B, C, D, and F, is used at the college. Each grade is assigned a numeric value: A or A- = 4, B+, B or B- = 3, C+, C or C- = 2, D+, D or D- = 1, and F = 0. Quality points are derived by multiplying the number of credits of a course by the numeric value of the grade earned. For example, an A in Freshman English I (3 credits) produces 12 quality points, and a C- in Calculus I (4 credits) produces 8 quality points.

To determine academic average for a given semester, divide the quality points earned by the number of semester hour credits calculated (QPA). The same formula is used to calculate the cumulative quality point average (CQPA); i.e., divide the total number of quality points by the total number of credits calculated. Though plus and minus modifications are entered on the academic record, they do not affect academic average.

All courses taken at the college are calculated into the CQPA unless the student has been awarded a Fresh Start (see Fresh Start Policy). Transfer credits do not affect the CQPA. The college accepts the credits, but not the grade.

However, when calculating academic average, the following special grades do not count as credits calculated; P (Pass) indicates satisfactory performance in a noncredit, developmental, or physical activity course; F (Fail) when received for unsatisfactory performance in a developmental or physical activity course; I (Incomplete) work unfinished due to unavoidable circumstances; W (Withdrawal) indicates that the student withdrew by the deadline or was withdrawn by the instructor; M (Medical Withdrawal) withdrawal from a course based upon documented health reasons; N (Non-credit) indicates a credit course was taken for no credit; and H (Hold) indicates a degree of progress was made in a developmental course but not sufficient enough to warrant a grade of P (Pass).

To clear a grade of I (Incomplete) from the record, work must be completed by the deadline indicated on the Incomplete Form which can be no later than the end of the next semester, Fall or Spring. If the work is not completed, the I will become an F. It is the student's responsibility to remain in contact with the instructor and submit work by the deadline. A grade of I will be calculated as an F for graduation purposes

Academic Policies

1. **Conduct Expected of Students:** See the Code of Student Conduct published in the Student Handbook. The college reserves the right to dismiss any student who conducts himself in a manner incompatible with the purposes of the college.
2. **Code of Student Conduct:** Orange County Community College Board of Trustees, administration, faculty, and staff have a primary concern for the academic achievement, standards, and personal integrity of our students. We recognize our obligation to protect college property, and we take special interest in the mental and physical health of our community. We are committed to preserving the peace, uplifting campus morale, and creating a civil climate on our campuses. The college has adopted specific policies and procedures as an expression of its expectations of student conduct which are published in our Student Handbook. Please refer to the Handbook for details.
3. **Attendance:** Attendance is required in all courses. Work missed during any period of absence, regardless of the reason for the absence, must be made up by the student (see course syllabi for details). Instructors are authorized to lower grades for class absences and may withdraw students from non-developmental courses for excessive absences.

Academic Policies and Procedures

Instructors shall not lower grades for absences for religious observance nor, provided the instructor's permission is given in advance, for participation in athletics or other college-sponsored events.

If illness, accident or similar circumstances makes it impossible for a student to attend classes for three or more consecutive days, it is his or her responsibility to notify the Office of Records and Registration at once. *The Records and Registration office will, in turn, notify each instructor. However, it is the student's responsibility to contact each instructor to make up missed work.*

Current or future awards of financial aid may be affected if a student does not attend classes for which he or she is registered.

4. **Audit of Course:** Students who do not wish to earn credit or grade should complete a special permission card, available at the Records and Registration office, when they register for courses. Nursing courses are not subject to audit. Students may, however, change status from audit to credit or vice versa, if they file the special permission card by the end of the third week of classes (or its equivalent). Instructors are not required to evaluate the work of audit students.

Those students who are eligible for financial aid should consult with the Financial Aid office before registering or changing to audit status. If audited courses are included in 12 credits of course work, a student can become ineligible for TAP and other aid programs.

5. **Course Outline/Syllabus:** Course Outline/Syllabi are to be distributed to students and appropriate department chairs at the beginning of each semester. The elements to be included in a course outline/syllabus are: heading, catalog description, relationship to programs, student learning outcomes, chronology of study, grading system, types of tests, instructional materials, attendance policy, instructor withdrawal policy, support services, office location, hours, phone and campus e-mail address, religious observance, and (ADA) Americans with Disabilities Act.

Departments may have their own policies regarding additional information and end-of-the-semester reports.

6. **Official Withdrawal from College:** A student may withdraw from the college and from **all** current semester courses, including developmental, if he or she does so by the deadlines published in the appropriate course schedule. The student should discuss the decision with his or her advisor prior to withdrawal. The student initiates the withdrawal process with the Records and Registration Office.

The student must complete the **Total Withdrawal** from the College Form and the Drop/Add Form with appropriate signatures by the deadlines published in the appropriate course schedule. Exit Interviews with Counseling Center staff members are required for all admitted (matriculated) students. Students who receive any form of financial aid are required to obtain a financial aid officer's signature. Non-matriculated students should complete and file the forms with Records and Registration office.

7. **Withdrawal from Developmental Courses:** Students who are **required** to enroll in developmental courses must remain enrolled in them until they are successfully completed by the deadlines established in academic policy (see catalog, Developmental Education Program). To withdraw from a required developmental course, a student needs the permission of the instructor, advisor, and the coordinator of developmental education or director of academic services or the appropriate associate vice president. Absence from class is not a sufficient reason when seeking permission to withdraw from a required developmental course. Students who choose to enroll in developmental courses may withdraw with the signature of an advisor.

8. Withdrawal from Non-Developmental Courses: During the semester, a student may withdraw from a course by completing a withdrawal (drop) form that is available at the Records and Registration office with an advisor's signature. No record of the course appears on the student's transcript if the course is dropped by the deadlines published in the appropriate course schedule. From these dates forward, the student would need to do an Official Withdrawal by the appropriate deadlines (see Official Withdrawal from College section) or the instructor may initiate an Instructor Withdrawal. An instructor is not required to do an Instructor Withdrawal.

Withdrawals are processed by the Records and Registration office as of the day of receipt. Please keep this in mind since refunds are generated from the processing date.

9. Withdrawal and Financial Aid Awards: Students who receive financial aid should check with the Financial Aid office as withdrawal from either a single course or from all courses may affect current or future aid.
10. Official Withdrawal from Course for Medical Reasons: When a student must withdraw from the college or course(s) due to personal medical reasons, he or she should obtain written verification from the physician and include it with all other required forms described above. The physician's statement should list the dates of the condition and provide a general description of the student's state of health. All such information maintained by the college is treated as confidential and privileged. The student's request for medical withdrawal and appropriate forms should be submitted to the Director of Academic Services before the end of semester in which the illness occurs.

Note that withdrawals approved for medical reasons do not generate an automatic refund of tuition, waiver of the physical education requirement, nor waiver of financial aid requirements. Students should consult with the appropriate offices concerning the above.

11. Prerequisites: A prerequisite course is one that prepares a student for more advanced courses in an academic field. Prerequisites may be waived or substituted at the discretion of the appropriate department chair. A signed waiver form approved by the department chairperson must be filed with Records and Registration. Students with credits earned at a previous institution are urged to check with the academic departments at Orange to determine appropriate course equivalencies.

Note: Course prerequisites are listed on the far right column of the course schedule or as a special notation connected with the course. A student without the appropriate prerequisite or waiver can be withdrawn from the course by the instructor.

12. Repeating a Course: A repeated course is automatically identified by the computer system. A special permission card is no longer required of students, except those in the Nursing program. Nursing students can obtain cards from the Nursing Department or the Records and Registration office.

When a student repeats, the grade and credits earned in the last attempt are calculated in the academic average. All grades remain on the student's record. Students who receive financial aid should check with the Financial Aid office before repeating a course in which a D or better grade was earned.

Departments in the Health Professions and Nursing curricula may, with the approval of the Vice President for Academic Affairs, designate courses (with an [R-1] at the end of the course description), which means they may be repeated only once. Students may appeal to the appropriate department chair for permission to repeat such courses more than once. Students may appeal department chair decisions to the Vice President for Academic Affairs or his/her designee.

Academic Policies and Procedures

Students who fail to achieve the minimum grade required for progression or graduation and may no longer repeat that course are thereby removed from the program/curriculum, but not necessarily separated from the college. Repeating a course is taking a course after having received an A, B, C, D, F, W or M in that course.

13. **Fresh Start Policy:** This policy is intended to provide a “fresh start” for students with poor grades who want to change to a new program, or, having been away from the college for at least one year, want to resume their original plan of study. **Please note that this application will not be reviewed until four (4) weeks into the returning semester.**

An eligible student will have his or her CQPA re-computed by excluding final grades earned in courses taken at Orange that are *not explicitly required* in the student’s intended degree or certificate program. The student may apply at any time during his or her career. However, a Fresh Start will be awarded *only once*. If the application is denied by the Director of Academic Services, a written appeal may be made to the Vice President for Academic Affairs.

Application of the Fresh Start policy means:

- a. Grades will be omitted from the recalculation of a CQPA until the CQPA is 2.00 or the smallest possible number above 2.0. However, the original grade remains on the transcript.
- b. Courses and grades omitted from the re-calculation will be identified on the transcript by the “#” symbol printed beside the recalculated course(s).

To be eligible for a Fresh Start, a student **must meet all of the following criteria:**

- a. Be matriculated in a registered degree or certificate program at the college.
 - b. Have changed curriculum, or have been out of the college for at least one calendar year.
 - c. Have a CQPA lower than 2.0 at the time of the request.
 - d. Acknowledge in writing the restrictions of this policy.
 - e. Not have had any courses “discounted” under the previous policy.
14. **Final Examination Policy:** Final examinations are not required in all courses. In the Fall semester, for the mandatory fifteenth week, and in the Spring semester, during the optional sixteenth week, a special schedule is developed for the day classes. Final examinations will not necessarily be held on the same day or at the same time, during the Fall/Spring semesters, as the regularly scheduled course. The special schedule for final examinations of day classes is developed and distributed by the director of academic services at the tenth week of the semester. **Examinations for evening classes** are usually held in the last week, the same day of the week, and at the same time, during the Fall/Spring semesters, as the regularly scheduled course. See the academic calendar for the dates for final examinations.
 15. **Academic Year:** This period is composed of two semesters, Fall and Spring, each of which is 15 instructional weeks long. Courses offered in the summer extend to either six or eight weeks. Intersession courses, when offered, are usually of three or four weeks duration.
 16. **Transcript Requests:** Transcripts are sent to other parties such as colleges, prospective employers, or government agencies at the request of the student and payment of the required fee. Transcripts are mailed within a week of the request, in order of receipt, except for peak periods at the beginning and end of each semester. At those times,

volume may require two or three weeks for processing. Transcripts should be requested well in advance of the required receipt date. Requests must be signed by the student, authorizing release of transcripts, and include the transcript fee of \$5.00 per copy. Please be advised that institutions and agencies requesting transcripts will not consider them official unless mailed directly from Orange or hand delivered in a sealed envelope marked “unofficial if seal is broken”.

17. Maximum Credit Load: Students generally may schedule their classes in the day or evening, or both, in accordance with their particular needs. To register for 20 or more credits in a semester, or 9 or more credits in a summer session, the permission of the appropriate Associate Vice President is required. Twelve or more credits in a semester constitutes a full-time course load; one-half credit to 11.5 credits is designated as part-time study.
18. Credit by SUNY Orange Examination: Students' life experiences may qualify them to take examinations and earn college credit in certain course offerings. Check with appropriate department chairpersons.
19. Residence: In order to qualify for an associate degree, at least 30 credit hours must be earned while attending this college. In addition, a student must have completed no less than three (3) credits at the Middletown campus. These credits must be required by a degree or certificate; they may not include developmental courses or credits that are not included in the calculations for a degree or certificate. No more than two (2) credits in 99000 physical education courses may be applied to this requirement.
20. Dean's List: All full-time students who have earned a QPA (semester average) of 3.0, and who are not on academic probation, are placed on the Dean's List.

Part-time students who achieve a CQPA (cumulative average) of 3.0 or higher for each full-time equivalent semester of study completed shall be placed on the Dean's List. A full-time equivalent semester is defined as the completion of twelve academic credit hours of study.
21. Faculty Honors Award: All graduates who achieve a 4.0 cumulative average, or the graduate who achieves the highest average if there are no 4.0's, receive(s) an engraved Faculty Honors Award.
22. Graduation with Honors: In addition to the diploma, graduates who have attained a CQPA (cumulative average) of 3.20 to 3.59 receive a certificate of graduation with honors at commencement. Those students who achieve a CQPA of 3.60 to 4.0 receive a certificate of graduation with high honors at commencement.
23. Deadline for Entering a Class (Drop/Add): Students may register for an open course with the signature of the advisor during the first two weeks (or its equivalent) of class,, **unless** the course has already met the equivalent of two weeks. In this case, the signature of the instructor, the department chair and the director of academic services is also required. Students may register for open first and second half-semester courses through the second class meeting of the first week of the course. See specific deadlines for Drop/Add listed in the Credit Course Schedule.
24. Change of Curriculum: A change of curriculum must be approved by the chairperson of the department in which a student plans to enter. The department chairperson for the new curriculum must approve the change. Forms are available at Records and Registration office and should be returned to this office. If a student wishes to change advisors, the request should be submitted to Counseling after the Change of Curriculum form has been filed.

Academic Policies and Procedures

Academic Procedures

1. Cancellation of Scheduled Classes: Courses or sections with few registered students may be canceled. During the semester, classes will be canceled for the day and evening when hazardous driving conditions or similar circumstances make such action advisable. News regarding delays and cancellations is broadcast over local radio stations. The college reserves the right to reschedule classes. Generally, evening classes are made up on the Friday evening of the next week.
2. Certifications of Enrollment/Attendance or Certifications of Full-Time/Part-Time Status: Students who require official certifications from the Records and Registration office regarding enrollment/attendance or full-time/part-time status should submit signed written requests allowing our office to release such information in accordance with the Federal Education Rights and Privacy Act.

Certifications of Full-Time/Part-Time Status are done on a **first-come, first-served** basis. Certifications of Enrollment/Attendance are not sent until **after the end of the third week of classes**. If receipt by the requesting agency is needed by a specific deadline, students should so state in their requests. **To certify enrollment, tuition and fees must be paid and all stop/holds must be cleared from the student's records.**

3. Credit by Regents College Exams: In general, this college will consider granting credit towards graduation for any Regents College Exams passed if a comparable one is offered at the college.
4. Transfer Credit From Other Colleges: In general, no more than 30 semester hours of credit are acceptable. Only courses in which the student has received a grade of at least C will be considered. Credit will be evaluated for course work completed more than ten years ago on an individual basis. Only those credits which apply to the student's area of academic interest will be considered.

Courses and credits, but not their grades, are accepted. A student's CQPA at Orange is calculated based upon course work at Orange only. Transfer credits from other institutions do not affect the CQPA. If a course has been successfully completed at Orange, an equivalent course will not be accepted from another institution. If a course is failed at Orange, an equivalent transferred course may be accepted, but the failing grade will still appear on the student's transcript and calculated in the CQPA. No grades are ever eliminated from a student transcript.

Active duty military personnel may receive up to 45 credits and veterans up to 30 credits for courses and military occupational specialities if the applicability to an area of academic interest is met. Students who have completed basic training in the U.S. armed forces may qualify for one and one-half (1 1/2) physical education credits. For more information, call the Veterans Representative at (845) 341-4071.

5. Field Trips: When students attend either group-sponsored or course-sponsored field trips, they must pay their own expenses.
6. Application For Graduation: This form must be filed in the Office of Records and Registration and the graduation fee of \$35.00 paid in the Bursar by the deadline in the appropriate course schedule. Before students can be cleared for graduation, they must return all college property loaned to them and pay any monies or outstanding obligation owed to any office of the college.
7. Degree Audit/Catalog Year: Students in Health Profession majors must follow the catalog requirements of the year in which they were most recently accepted into the program.

Non-Health Profession students who were admitted in Fall 1990 and after should follow the catalog year in which they were first matriculated, and attended beyond the third week of classes (or the equivalent). Students may choose to follow later catalog versions. The Records and Registration office will however base their degree audit upon the initial semester of matriculation and attendance unless otherwise notified in writing by the student.

Non-Health Profession students who were last matriculated and in attendance prior to Fall 1990 should follow the catalog year in which they were first readmitted and attended after the Fall 1990 semester. Students may choose to follow later catalog versions. The Records & Registration office will however base their degree audit upon the first semester of readmission and attendance after Fall 1990 unless otherwise notified in writing by the student.

All students must follow **all** the requirements of the eligible catalog year they are following. NOTE: Students who transfer to a SUNY four-year school and do not follow catalogs from 2000-2001 or after may be required to take additional courses at the four-year school.

8. Waiver of Physical Education For Health Reasons: Students seeking a waiver of physical education as a graduation requirement because of a physical limitation must follow this procedure:

1. Pick up a "Physical Education Waiver Request" form from the office of the Divisional Associate Vice President.
2. Give the "Physical Education Waiver Request" form to their physician. (He or she must read it before sending a letter requesting a physical education waiver.)
3. Have your physician write a letter using his or her letterhead and following the instructions on the "Physical Education Waiver Request" form.
4. Return the physician's letter to the office of the Divisional Associate Vice President.

NOTE: Even though a physical education activity waiver is granted, students will still be required to take the one-half credit "Concepts of Physical Wellness" course, which is a lecture course and not an activity course. This applies to all students, regardless of when they matriculated into the college. Students with long-term disabilities should make application for physical education waivers their first semester at the college.

9. Waiver or Substitution of Graduation Requirement: Students who seek a waiver or substitution of a graduation course requirement should first discuss the request with the program department chairperson. Approval from the course department chairperson (if different from the program department chairperson) would also need to be obtained. Final approval is determined by the appropriate Associate Vice President.
10. Transfer to Four-Year Colleges: If students earn an Associate in Arts or an Associate in Science degree from a two-year institution, State University of New York guarantees a place for them as a full-time student at a senior college campus — but not necessarily the one of their first choice. The application deadline is March 1 for Fall semester transfer and October 1 for Spring transfer. All other applications, excluding the guaranteed program, can be sent after this deadline. SUNY application forms are available at the Counseling and Guidance Center.

If students plan to transfer, they should take advantage of SUNY Orange transfer days and visitations by four-year college transfer representatives. Watch for announcements of these events.

Academic Policies and Procedures/Student Rights/Student Grievance Procedure

Whether students plan to transfer to a SUNY unit, a private college, or institute, they should select courses at Orange with care, consult their advisor or counselor and use the transfer library and microfiche college catalog collection in the Counseling Center, third floor, College Commons.

Students' Rights

In this regard, Orange County Community College supports the following position of the American Association of University Professors (*1968 Joint Statement on Rights and Freedoms of Students*):

The professor in the classroom and in conference should encourage free discussion, inquiry, and expression. Student performance should be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

A. Protection of Freedom of Expression

Students should be free to take reasoned exceptions 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.

B. Protection Against Improper Academic Evaluation

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

C. Protection Against Improper Disclosure

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

Student Grievance Procedure

The following procedures are in place at Orange County Community College for any student who feels that his or her rights or freedoms have been violated. Students should remember that if they do have a grievance, there are people on campus whom they can approach to discuss their problem and who can provide guidance and advice with respect to the grievance procedures. These people include their advisors and college counselors. The student is encouraged to contact the Counseling and Guidance Center for assistance. In pursuing the grievance, the principals may be accompanied by an advocate once the grievance reaches the vice presidential level.

I. Academic Grievance: When a student believes that his or her academic rights or freedoms have been violated, that student may attempt to redress that violation as follows:

A. **Time Frame:** An informal grievance must be concluded and a formal grievance, if any, must be submitted no later than thirty days after the start of the semester following the semester in which the problem arose. If a grievance arises in the spring semester or during the summer session, this means that the student must file the formal grievance, if any, no later than thirty days into the following fall semester.

B. **Procedure:** When a student believes that his or her academic rights or freedoms have been violated, the student may attempt to redress that violation as follows:

Student Grievance Procedure

1. **Informal Stage:** The student should:
 - a. Meet with the faculty member to discuss the issue.
 - b. If the grievance is not resolved in a reasonable amount of time, the student should meet with the department chairperson to discuss the issue.
 - c. If the grievance is not resolved in a reasonable amount of time, the student should meet with the Divisional Associate Vice President to discuss the matter.
2. **Formal Stage:**
 - a. If the grievance has not been resolved informally, the student may file a formal, written grievance (including documentation if appropriate) with the Divisional Associate Vice President. The Associate Vice President will inform the faculty member and department chair of the grievance and will have ten working days to investigate and render a written decision including a rationale. (Submission of additional documentation, information or claims will cause the ten working day countdown to begin again.)
 - b. Within ten working days of receipt of the Divisional Associate Vice President's decision, if the grievance is not settled, the student may file a written grievance with the Vice President for Academic Affairs. The student should indicate whether he/she wants the Vice President for Academic Affairs to render a decision immediately or he/she wants the Committee for Student Grievances to hear the complaint first.
 - 1 a) If the grievance is to be heard immediately by the Vice President for Academic Affairs, he/she will have ten working days to render a written decision including a rationale. (The submission of additional documentation, information or claims will cause the ten working day countdown to begin again.)
 - b) Final Appeal - The decision of the Vice President for Academic Affairs may be appealed for final disposition to the President of the college within ten working days. The decision of the President is final.
 - 2 a) If the grievance is to go to the Committee for Student Grievances, the Vice President for Academic Affairs will request that the Vice President for Student Affairs appoint the Committee for Student Grievances and convene it within twenty working days.
 - b) The Committee for Student Grievances is an ad hoc committee which shall consist of:
 1. Two students appointed by the Student Senate.
 2. One full-time faculty from the same discipline in which the grievance occurred.
 3. One full-time faculty from a different discipline.
 4. One representative from the appropriate administrative office.
 - c. The Committee for Student Grievances shall have the responsibility of recommending a decision about the grievance. To this end, written or oral statements may be initiated or solicited from the principals in the grievance, and/or from other observers who can provide pertinent information. In addition, each principal in the grievance may have an advocate at the hearing.
 - d. When all the information pertinent to the case has been presented to the Committee, the Committee will convene without the principals in attendance to discuss the case.

Student Grievance Procedure

- e. The Committee for Student Grievances will have ten working days to complete its deliberation. The recommendations of the Committee are to be presented in writing to the Vice President for Academic Affairs within five working days after the completion of the deliberations. A decision and supportive rationale shall be communicated in writing by the Vice President to the principals, and to the Chairperson of the Committee for Student Grievances within five days.
 - f. Final Appeal - The decision of the Vice President may be appealed for final disposition to the President of the College within ten working days. The decision of the President of the College is final.
3. **Record Keeping:** A permanent file containing appropriate documentation relating to the grievance shall be kept in the Office of the Vice President for Academic Affairs for six years.
- II. **Non-academic Grievance:** When a student believes that his or her rights or freedoms in a non-academic area have been violated, that student may attempt to redress that violation as follows:
- A. Approach the staff or administrative person in question.
 - B. Approach the appropriate supervisor if the grievance is not resolved at step (a) within a reasonable amount of time.
 - C. Approach the appropriate Vice President or request that the Student Grievance Committee be convened if the grievance is not resolved by step (b) within a reasonable amount of time.

The Student Grievance Committee: The student, after going through the proper procedures, has the right to be heard by the Student Grievance Committee. The student must go to the Office of Student Development to have the Committee convened. At this point in the process, the grievance must be put in writing if this has not been done already.

The ad hoc committee shall consist of:

- A. Two students appointed by the Student Senate.
- B. One full-time faculty or staff member from the same discipline in which the grievance occurred.
- C. One full-time faculty or staff member from a different discipline.
- D. One representative from the appropriate administrative office.

This Student Grievance Committee shall have the responsibility of recommending a decision about the grievance. To this end, written or oral statements may be initiated or solicited from the principals in the grievance, and/or from other observers who can provide pertinent information. In addition, each principal in the grievance may have an advocate at the hearing.

When all the information pertinent to the case has been presented to the Committee, the Committee will convene without the principals in attendance to discuss the case.

The Student Grievance Committee will have ten (10) working days to complete its deliberation. The recommendations of the Committee are to be presented in writing to the appropriate vice president within three (3) working days after the completion of the deliberations. A decision and supportive rationale shall be communicated in writing by the vice president to the principals, and to the Chairperson of the Student Grievance Committee.

Student Grievance Procedure/Confidentiality/FERPA

Final Appeal: The decision of the Vice President may be appealed for final disposition to the President of the college. The decision of the President is final.

Time Frames: Any grievance a student has can be initiated at any time, but no later than 30 days after the start of the semester following the semester in which the problem arose. If a grievance arises in the Spring semester or during the Summer session, this means that the student must initiate the process no later than 30 days into the following Fall semester.

Confidentiality

Once a person files a grievance, either formally or informally, all matters pertaining to the grievance shall be kept confidential. All documents, communications, and records dealing with the processing of the grievance shall be filed with the Office of Student Development.

Student grievance records including but not limited to grievance, investigative records, hearing proceedings, decision rendered, student appeal records of arbitration procedure, final decision and correspondence will be retained for six (6) years after the grievance is resolved, as dictated by the State Archives and Records Administration. At this time, the records will be destroyed.

Student Records/Confidentiality

All student records are maintained and made available in accordance with the Federal Family Educational Rights and Privacy Act of 1974. With some exceptions, all student records are available for review upon request by that student, and the right to challenge the content is provided. No records are released to third persons except as provided in the Act. Further information is available from the Office of Records and Registration, or in the SUNY Orange Rights and Responsibilities Booklet.

Notification of Student Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the director of academic services or vice president for student development written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

FERPA

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the College will disclose education records without consent to officials of another school which a student seeks or intends to enroll (barring any indebtedness to this College).

4. Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with FERPA requirements: Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue SW, Washington, DC 20202-4605.

Parents' Rights

Message to Parents in Regards to Student Records: Orange County Community College is guided by the principle that students' active involvement in their education enhances their learning and development. In keeping with this principle, SUNY Orange considers its primary relationship to be with its students.

When the student is a tax dependent of parents/guardians, it is important that both parties discuss how they will communicate. Academic progress is reported to students with the expectation that this information will be part of on-going discussions with parents/guardians.

If said discussions are not taking place with the student, the Family Educational Rights and Privacy Act has provided two ways in which parents/guardians of dependent students may inspect the educational records of the student.

The first is to obtain a signed written consent from the student and submit consent to the Director of Academic Services in the Office of Records and Registration. A student's signed written consent must specify the records to be inspected; state the purpose for disclosure; and identify the person(s) to whom the disclosure should be made. A new consent form would be required each year or when access to additional educational records not covered in the first consent form is being requested. If the consent form does not specify the actual records to be inspected or simply states something equivalent to 'all educational records', the only educational records that will be disclosed are those that appear on the most current academic transcript.

If the student is unwilling to provide a signed written consent, the final alternative is for the parents/guardians to provide the Director of Academic Services with a copy of the preceding year's tax returns to demonstrate the student is a tax dependent. The copy provided must have either been completed by a third party (i.e., H&R Block) or be an official full complete copy (not the shortened version) from the Internal Revenue Service.

Information on how to obtain this version can be found by contacting the IRS Office at 1-800-829-1040. When the documentation is submitted, the parents/guardians must also specify the records to be inspected. If the request simply states something equivalent to 'all educational records', the only educational records that will be disclosed are those that appear on the most current academic transcript.

According to FERPA, an institution has up to 45 days after a valid request is presented to arrange for the inspection of the specified educational records. The meetings in the majority of cases will be made with the Director of Academic Services who acts as the FERPA Officer for the institution, and not with individual faculty members.

Equal Opportunity/Affirmative Action

Equal Employment Opportunity is the law. It is mandated by federal, state, and local legislation, by Executive Orders, and by definitive court decisions.

EEO is a system of employment practices under which individuals are not excluded from any participation, advancement, or benefits because of their race, color, religion, sex, marital status, national origin, disability, Vietnam era veteran status, or sexual orientation.

Affirmative Action refers to steps taken to ensure that there is no discrimination with regard to employees and applicants for employment. It is designed to correct the effects of past discrimination, to eliminate present discrimination, and to prevent future discrimination.

Affirmative Action differs from Equal Opportunity in that it is not merely prohibitive (nondiscriminatory) but positive (antidiscriminatory). Affirmative Action works on the principle that discrimination can be eliminated only when employers take positive steps to identify and change policies, practices, and any other institutional barriers that cause or perpetuate inequality. Affirmative Action, in other words, is the effort whereby the promise of Equal Employment Opportunity may be fulfilled.

Orange County Community College is committed to the principles of non-discrimination and equality of opportunity for all qualified applicants, students and employees. Any questions or allegations should be directed to the college's Affirmative Action Hearing Office for students at (845) 341-4090.

Students Unable to Attend Classes on Certain Days Because of Religious Beliefs

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 attend classes or 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 make up any examination, study or work requirements which he/she may have missed because of such absence on a 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.

Sexual Harassment

4. If 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 shall be made available on other days, where it is possible and practicable to do so. No special fees shall be charged to the student for these classes, examinations, study or work requirements 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 availing himself/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.
 - (a) A copy of this section shall be published by each institution of higher education in the catalog of such institution containing the listing of available courses.
7. As used in this section, the term "institution of higher education" shall mean schools under the control of the board of trustees of the State University of New York or the board of higher education of the City of New York or any community college.

Sexual Harassment

Orange County Community College is committed to all provisions of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and other human rights and equal opportunity laws. These laws include prohibition of discrimination in employment and educational programs and services on the basis of sex.

Recent guidelines for Title VII of the Civil Rights Act focus upon sexual harassment as an unlawful practice. Recent interpretations of Title IX of the Education Amendments similarly delineate sexual harassment as discriminatory and unlawful.

Sexual harassment takes many forms, from constant joking to physical assault. It may involve threats that a student will fail in class or that a person will lose his or her job. It may make the person's study, work, or living environment uncomfortable through continued sexual comments, suggestions or pressures. It may include:

- derogatory or dehumanizing gender reference;
- subtle or overt pressure for sexual activity;
- physical contacts.

Sexual harassment is defined by EEOC as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature if:

- submission to, or toleration of, such conduct on or off campus is made (either explicitly or implicitly) a term or condition of instruction, employment, or participation in other college activities;
- submission to, or rejection of, such conduct by an individual is used as a basis for evaluation in making employment or academic decisions affecting the individual;
- such conduct has the purpose or effect of unreasonable interfering with an individual's academic or work performance or creating an intimidating, hostile, or offensive college environment.

Orange County Community College is committed to maintaining a workplace and a learning environment free of sexual harassment and intimidation. Sexual harassment is unacceptable behavior, unlawful and not tolerated. Any member of the college community found guilty of sexual harassment will be subject to appropriate disciplinary action. Any questions or allegations should be directed to the college's Affirmative Action Hearing Office for students at (845) 341-4090.

Sexual Assault

In response to: Public Law 101-542, Sec. 201 "Crime Awareness and Campus Security Act of 1990," SUNY Orange provides workshops, prevention information programs and linkage to direct services and resources in the area.

Nation-wide, the majority of campus assaults fall into the category of date rape or acquaintance rape. Date or acquaintance rape may be defined as: an interaction between two individuals in the context of a social event or gathering that ends with one partner forcing the other to participate in sexual activity against his or her will. While forced sex may not necessarily involve deception, direct threats of physical harm or violence and can occur between strangers or acquaintances, lack of consent determines that it is rape.

No person or persons will by coercion or physical force engage in sexual acts with any member of the college community. No person or persons shall engage in forced sex with a person who is physically helpless, incapacitated, unconscious or otherwise incapable of communicating unwillingness or giving consent.

Rape is a criminal offense and will be prosecuted under local and state laws.

If any person has been a victim of this crime, he or she should report it to security immediately. The security office will take the report and direct the person to the appropriate resources.

Student Services

Co-Curricular Activities

Student Development

Mission Statement: The mission of the Student Development Division is to recruit and enroll a diverse student population and to provide students with an appropriate balance of challenges and supports which facilitate their success at Orange County Community College. Through our programs and services, we attempt to promote student development by encouraging the following activities:

- positive and realistic self-appraisal
 - intellectual development
- appropriate personal and career choice
 - clarification of values

and developing the following abilities and capacities:

- to communicate and relate meaningfully with others
- to engage in a personally satisfying and effective style of living
 - to appreciate cultural differences
- to work independently and interdependently
- to appreciate the value of community, and community service.

The Student Development Division is comprised of the following areas: Admissions, Athletics, Career Services, Counseling, Financial Aid, Health Services, Kindercollege (child care services), Student Life, Student Success and Retention, and Student Support Services. Most offices are located in the College Commons, with the exception of Kindercollege, which is located in the Sarah Wells Building, and Athletics, which is located in the Physical Education Building. Additionally, we provide services at the college's Newburgh Extension Center.

The Counseling Center

The Robert J. Miner Counseling Center is named in memory of its first director. The Counseling Center assists students in deriving maximum benefit from their college experience and in developing the full range of their educational, personal and social potential. The Center is staffed by counselors, who work from a developmental perspective, to help students clarify their goals, identify behavioral and social obstacles, and explore their available resources for achieving those goals.

The Counseling Center offers services at both the Middletown Campus and Newburgh Extension Center. In Middletown, the Center is located on the third floor of the College Commons across from the Admission's office. The Center is open every day and evening the college is open. Regular office hours are from 8:00 a.m. to 8:00 p.m. Monday through Thursday and on Fridays from 8:00 a.m. to 5:00 p.m. Summer hours vary. Please call (845) 341-4070 for further information.

In Newburgh, the Counseling Center is located on the 1st floor of the Key Bank Building in the Newburgh Extension Center. Hours are from 8:00 a.m. to 7:30 p.m. Monday through Thursday and on Fridays from 8:00 a.m. to 4:30 p.m. Summer hours vary. Please call (845) 562-2454 for further information.

A Center of Services

Academic Advising

The Counseling Center coordinates, with the assistance of the academic

departments, the academic advising program. The Center recognizes that a vital part of the educational process is the academic guidance available to students throughout their college career. Based on a student's area of study, an advisor or counselor is assigned to assist the student in developing and meeting his or her academic goals.

Undeclared Students—By group and individual appointments, Counselors will guide students in developing academic and career goals.

Developmental Students—Individualized attention is provided to students who, based on the assessment test, are taking courses to prepare them for their major course of study.

Individual Studies Students—The Individual Studies degree is designed for the student whose goals are not adequately addressed by one of the college's other programs. The student will work closely with the Individual Studies counselor to prepare a program of study for approval by Academic Affairs.

Returning Adult Students—The Counseling Center recognizes that the needs of the Adult Student are often unique, so a variety of services and programs are offered to meet those needs. A non-credit course, Adult Re-Entry, is offered every semester for adults who would like assistance in developing a personalized life and career plan. In addition, the Center for Adult Lifelong Learning (CALL) was created by the Center as a supportive place on campus for adults returning to education. For further information, please call (845) 341-4055.

Personal/Social Counseling

The Counseling Center is professionally staffed and offers short-term non-clinical counseling to students needing assistance in adjusting to college life. Counselors will work with students to develop their own insights into the decision-making process through a healthy, growth-oriented interpersonal relationship.

Counselors keep information related to counseling services confidential unless disclosure is required to prevent clear and imminent danger to the student or others or when legal requirements demand that confidential information be revealed. When disclosure is required, only information that is essential is revealed and the student is informed, to the extent possible, of such disclosure. Referrals to community resources are available, however, follow-through is at the discretion of the student.

Transfer Counseling

As members of the New York State Transfer and Articulation Association, the counselors have developed contacts with many of the four-year colleges and universities where a majority of our students transfer to complete their undergraduate and post-graduate degrees. This valuable resource allows the counselors the unique opportunity to help guide students through the transfer process.

Careful planning with a counselor can help smooth the transfer process to the student's college of choice. The Counseling Center can assist the student with this process through the selection of courses, academic major/program, transfer colleges, and completion of application materials.

In addition, the Center sponsors College Transfer Days in the fall semester, inviting approximately 90 public and private college and university representatives to campus to discuss their programs.

Assessment Center

All matriculated students are required to participate in an assessment of their English and math skills prior to registering for classes, unless a waiver of the test is granted. This assessment is designed to ensure that students are placed into the appropriate classes based on their abilities. Counselors are available to discuss how the results of the assessment test fit into the student's academic and career goals. For further information, please call (845) 341-4045.

If a student does not have a high school diploma from an accredited and registered high school or a high school equivalency diploma and wishes to apply for financial aid, he or she must meet minimum score requirements on the Placement Assessment/Ability to Benefit Test to be academically eligible for financial aid.

The Counseling Center also offers computer-based CLEP exams, which allow the student the opportunity to earn college credits in various subject areas based on the results of the test. Students should consult with a counselor prior to taking a CLEP exam to discuss applicability and transferability of credits to a degree program. For further information, please call (845) 341-4073.

Veterans Affairs

Located in the Counseling Center, the Veterans Affairs representative provides support services to meet the needs of students with military educational benefits. For further information, please call (845) 341-4071.

Workshops/Classes/Programs

Throughout the year, the Counseling Center offers workshops, classes and programs to address a variety of student needs. From study and life skills workshops, to Veterans Day and Women's History Month programs, the Counseling Center is dedicated to providing the student with an array of opportunities to enhance their college experience.

Career Services

The Career Service offices are located at the Middletown Campus and Newburgh Extension Center. Career Services provides assistance in all stages of career decision-making: planning college programs, career development and job referral. Services include counseling, career assessment and exploration, workshops, resume review, a comprehensive library and assistance for both part-time and career position.

Job referral and employment counseling are available to both full-time and part-time students and alumni. Students are advised not to seek employment if: a) they are full-time students in their first semester; b) they are on academic probation. Within these limitations, current students are invited to register for part-time employment and graduates for career positions.

A one-credit Career Planning Seminar is also available to help students evaluate career options. For an appointment or further information, call (845) 341-4444 and check the Career Services web page at www.sunyorange.edu.

Student Success Center

The Student Success Center (SSC) is a 24 station computer lab that assists students in their academic, career, and life planning. The SSC offers programs such as: career

Student Success Center/Student Support Services/ Services for Disabled/Kindercollege

exploration and planning, college success skills training (study skills, note taking, etc.), basic computer skills training, personal health information, and much more. Students are also encouraged to do academic research and other types of work. The SSC serves as a "one-stop shopping" experience where students are able to connect, through technology, with the services from many different student service areas. The SSC is located on the second floor of the College Commons. Contact the coordinator of Student Success and Retention at (845) 341-4083 for more information.

Student Support Services Program (SSS)

The Title IV federally funded Student Services Program at Orange County Community College is designed to meet the individual needs of low income, first generation, and disabled students. The program goal is to help eligible students realize their full potential by providing equal access to all educational opportunities.

A wide variety of special services are available and students may clarify their individual needs by meeting with a program counselor. For more information, call (845) 341-4642.

Services for the Disabled

A wide variety of services are available and students may clarify their individual needs by meeting with the Advocate for Services to Students with Disabilities on the third floor of the College Commons. In order to receive disability services, the student is required to provide documentation of his/her disability. This documentation must be current and it must be appropriate. This means that the documentation must address those items relevant to the student's specific claim to disability. Student should contact the advocate at (845) 341-4642.

Kindercollege (Educational Child Care)

Kindercollege provides child care and learning experiences for children of SUNY Orange students. Children of staff and faculty will be accepted as space permits. Community enrollments are considered only as a secondary enrollment option.

Morning, afternoon, and full-day programs provide a healthy, happy, and stimulating learning environment. Each child is able to explore and learn through a variety of activities, including music and movement, creative art, story-time, outdoor play, and child-directed center-based readiness experiences.

Kindercollege has two locations. One is on the Middletown campus on the lower level of the Sarah Wells building. It serves children 2 years 9 months of age to 5 years of age. Kindercollege in Newburgh is located in the former YMCA building at 54 Grand Street. That site serves children 18 months to 5 years of age. Both locations are open from 7:30 a.m. to 5:00 p.m.

Health Services

The Health Services office at Orange County Community College is designed to promote wellness on campus. Primary nursing and emergency care, health/personal counseling with referrals, and educational programs are provided by registered nurses. All students are eligible for services at no additional cost. All students are covered by an accident insurance policy, and all full-time students are covered by an additional sickness benefit (see College Fees). Insurance information, brochures and claim forms are available in Health Services. All accidents should be reported to the Health Services

Health Services/Student Life/Clubs

office so that an accident report can be completed. The Health Services office is located in the College Commons, Main Floor. Telephone: (845) 341-4870; Fax: (845) 341-4872; e-mail: healthservices@sunyorange.edu.

Student Life

Identification Card

Each credit student, full- or part-time, receives an identification card when he or she first registers. This card must be validated each semester and should be carried at all times. The identification card also serves as the library card and a student activity pass which enables a student to gain free admission or a special student rate to the various activities. Loss of a card must be reported to the Student Life office. A replacement may be received from that office at a cost of \$5.00.

Parking Tags

Parking tags are required for day students and are available at the Student Life office on presentation of a valid identification card. Tickets are issued for parking violations and can be paid at the Bursar's office in the College Commons.

Co-Curricular Activities

The hub of student activities is the second floor of the Commons where the office of the Director of Students Life is located. Students may find information and assistance for all student activities at the Student Life office (SLO) and information desk.

Activities sponsored by the Student Activities Committee, clubs and organizations range from theater, dance and musical presentations to lecture, comedy, novelty/variety shows and various trips to recreational, educational and cultural events.

The second floor is also the site of the Bookstore, Student Lounge, and C.A.L.L. Center (Center for Adult Lifelong Learning); the Game Room and offices for Student Government are located on the first floor; the office for The Word (student newspaper) is located in the basement of Morrison Hall.

Clubs: The following clubs and organizations are active and open for membership:

Accounting and Finance Club	Gay-Straight Alliance
Agassiz Society (Biology)	Geology Club
Anime Club	International Student Organization
Apprentice Players (Theater)	Master of the Elements/Ski Club
Architectural Club	Management/Marketing Club
Artistic Expressions	Nursing Club
Bio-Med-Tech Society	Orange Review
Campus Watch Club	Phi Theta Kappa
Chess Club	P.T.A. Club (Physical Therapy Club)
Computer Club	Rad Tech Club
C.O.T.A. (Changing Outlooks Through Activities)	SADHA (Dental Hygiene)
Criminal Justice	Student Senate
Engineering Club	Student Activities Committee
Future Teachers Club	Table Tennis Club

Student Life/Information and Technology Services

Athletics: The college schedules intercollegiate competition for men in tennis, basketball, baseball, soccer and golf, and for women in volleyball, tennis, basketball, and softball. An intramural program of athletics is available for men and women students.

Theater: Theater productions are held under the auspices of The Apprentice Players, a club open to all students. Additional Student Activities-sponsored theater productions performed by professional companies are scheduled throughout the year.

Music: The Art and Communication Department sponsors musical productions throughout the college year. In addition, the Office of Student Activities and the Lyceum Series sponsor a variety of concerts each semester. All students are invited to participate.

Phi Theta Kappa: In Spring 1988, a local chapter of Phi Theta Kappa, the national honor fraternity, was established at the campus. Since its founding in 1918, Phi Theta Kappa has sought to recognize and encourage scholarship among associate degree students at two-year institutions of higher education. To achieve this purpose, the honor fraternity has developed opportunities for leadership and service, as well as provided a stimulating climate for continued academic excellence. Students who have attained a cumulative average of at least 3.49 after completion of a least 15 credit hours are eligible for membership. Additional information is available from the Student Life office, College Commons.

Religious Activities: Local clergy of all faiths extend a welcome to attend their services and church activities.

Student Publications: The Word is the student newspaper for the college. The publication is open to all students and provides an array of experience such as editing, designing and layout of the publication.

Information and Technology Services

In September 2004 the Technical Services and the Academic Technical Services were combined to form the Information and Technology Services (ITS).

The ITS is divided in to four groups: Information Services, User Support & Operations, Network Infrastructure and Distant Learning (DL)

Information Services is responsible for the administrative systems, programming, reporting/analysis, web services and database.

User Support & Operation is responsible for the help desk, application support, peripheral support, pc support, system operations for systems and administration and the multimedia-audio visual equipment.

Network Infrastructure is responsible for Enterprise security, setup/maintain systems and servers, network administration, network cabling and support, telephone system and VOIP.

Distant Learning is responsible for the Blackboard administration, student and faculty support, faculty training for distant learning and equipment support including the IBM AS400.

All four groups are also responsible for collaboration with faculty, support staff and students on the instructional use of data, facilities and the campus software. This includes all SUNY Orange locations.

Food Service/Bookstore

Food Service

The college cafeteria in the College Commons serves breakfast and lunch every weekday, 7:30 a.m.- 4:00 p.m. Nationally franchised Stone Willy's Pizza/Summit Subs is also offered. Food service is available at the Newburgh Extension Center, Level B, 7:30 a.m.-2 p.m., Monday-Friday. Vending machines are located in Harriman Hall, Bio-Technology building, Orange Hall, College Commons, and Newburgh Extension Center, Level B. A food kiosk, Daily Grind, is located in the Bio-Technology building and is open 11:30 a.m.-7:00 p.m., Monday-Friday.

Bookstore

The Bookstore at Orange County Community College stocks texts and supplies for courses as well as incidentals to college life. Textbooks are generally available for purchase a couple of weeks prior to the upcoming semester. The Bookstore staff can advise students regarding the specific textbooks needed for each course. Students should have the course numbers of classes in which they are enrolled available for accurate assistance.

The Bookstore accepts cash, personal checks, MasterCard, Visa and Discover cards for payment. Customers must show proper ID for all except cash purchases. Various types of student financial aid are also accepted. Students must be pre-authorized to charge.

Ask about our free **Textbook Pre-Pack** service.

General Hours of Operation (when classes are in session):

Monday, Tuesday and Thursday - 8:30am - 4:00pm

Wednesday - 8:30am - 7:30pm

Friday - 8:30am - Noon

Specific hours of operation will be posted for each semester that may include some variation of the above. Additional evening hours are offered at the start of each semester. The Bookstore is located in the College Commons, second floor.

The Bookstore Service at NEC is also available at the start of each term. Call (845) 341-4815 for more information. Visit our web site at www.occcbookstore.com for complete information about our policies, events and hours.

Refund Policy: Textbooks may be returned or exchanged up through the third week of classes for the fall and spring semesters and through the second week of classes for the summer semesters. Courses starting mid-term are allowed one week from the start of class for returns or exchanges. After those dates all sales are final and no further returns or exchanges are allowed. For a refund or exchange to take place, the customer must be within the refund period and provide the original register receipt. Books must be in perfect, re-saleable condition free from any writing, stains, markings or damage to the cover or binding, and original packaging and/or shrink-wrap must be intact.

Non-text merchandise may be returned within 5 business days from purchase if the packaging is intact, the item is in re-saleable condition and the original receipt is present.

Defective items should be returned immediately and will be replaced within 90 days of purchase.

Alumni Association

The Orange County Community College Alumni Association was established in 1953 as a not-for-profit corporation. Today, it is under the leadership and direction of the college's Office of Institutional Advancement. The mission of the Alumni Association is to work actively and effectively to advance the mutual interests of the College, its students, alumni and the community.

The Alumni Association has a Board of Directors that meets monthly. Through the leadership of the Board of Directors, it participates in a number of college-wide events and activities. The Alumni Association also awards scholarships for entering and second-year students.

The Alumni Association is located in the College Association house located on East Conkling Avenue.

The Orange County Community College Association, Inc.

The Orange County Community College Association, Inc. was founded as a not-for-profit organization on March 19, 1955, to provide auxiliary services needed by the college. By contract with the board of trustees, the Association operates the bookstore and food services, and purchases and holds real estate for future campus development. The Association also administers funds collected for student activities, scholarships, student loans and commencement. Volunteer directors of the association represent Orange's students, faculty, staff, alumni and the general public. Executive Director of the Association is Kirk A. Manning. Association offices are located at 41 East Conkling Avenue.

Kirk A. ManningExecutive Director
Glen A. ConnollyDirector, Auxiliary Services
Regina CorbacioAdministrative Assistant
Pamela SutersBookstore Director
Lois DiBlasi, Paul Gray, Jennifer Labinsky, Scott SteinbackBookstore Staff
Robert GlohsFood Service Director
Tracy Coates, Mark Gallagher, Valerie Hunter,
Peggy Karecki, Barbara Shapiro, Sue VanHooker,
Marjorie Weimer, Linda Williams, Nicole YearwoodFood Service Staff—Middletown
Marilyn Minard, Nancy MitchellFood Services Staff—Newburgh

Course Descriptions

Each course is identified by a five-digit number. The first two digits identify the department code, the next three or four digits identify the catalog number. The department code indicates division or department sponsorship of the course. See facing page for listing of the department codes. The catalog number indicates the level of the course. Courses described in this section are listed in numeric order.

Read the description of the course carefully before you register for it, noting any prerequisite, corequisite, and the number of class hours. Each description lists the required number of student contact hours per week for a 15 week semester. For example, 35101 General Physics I, 3 lect., 3 lab., 4 cr., meets for three lecture hours and three laboratory hours each week, over a semester of 15 weeks. Four credits are received on successful completion of the course. Consult your faculty advisor if you have any questions about the level or the content of a course.

In addition to the credit courses described, each academic department is authorized to offer Special Topics courses. In the past, these courses have provided specialized content or innovative approaches to learning. Special Topics are open to all students, provided prerequisites are met. The credits earned can be used as electives in fulfilling degree requirements. Check the schedule of classes each semester. Special topic courses are numbered similarly to all others except that the fourth digit is 9, i.e., 27290.

To meet student needs, certain curricula such as Banking are offered only in the evening. Evening only courses are identified in the following section.

Further note that due to academic and fiscal considerations, not all courses can be offered each semester of every year. Courses taught only in the fall or spring semesters are so identified; otherwise, courses may be taught both semesters. Therefore, this catalog should not be considered a contractual offer from the college to any prospective student.

Courses that may only be repeated once are indicated by a [Rail following the course descriptions (see Repeat Policy - page 167).

Frequency and timing of course offerings: Unless specific semesters are listed, courses are offered on an occasional basis. The college reserves the right to not offer a course when scheduled, based upon budgetary or staffing needs.

Course Index

The following course categories, department codes, and catalog numbers are listed here only as a quick advising guide. There are exceptions. Please refer to the course descriptions for complete information.

Courses numbered less than 50000 are considered liberal arts while those numbered more than 50000 are designated professional/technical, except for developmental education and physical education activity (99000) courses which do not fall into either category.

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Accounting (Business Dept.)

55101—Business Mathematics

3 cr. (Fall/Spring)

This course is required by various AAS degrees in business. This course will emphasize the use of business terminology and the solving of business problems using decimals and percentages. Topics that are covered in this course include, but are not limited to, the following: increase or decrease from a base amount, gross and net payroll calculations; markup and markdown; trade discounts and cash discounts; sales tax; simple interest, compound interest, and ordinary annuities. *Note: This course cannot be used to fulfill the Math/Science requirement for any degree.*

Prerequisite: 38010

55118—Personal Finance

3 cr. (Spring-Day/Fall-Evening)

The course examines important aspects of consumer decision making. Emphasis is on practical consumer finance areas such as: personal financial planning, budgeting, consumer protection, purchasing, taxes, credit and investments. The course provides the skills to develop a life-long financial plan for the individual. Former title: Consumer Finance.

55131—Accounting Principles I

4 cr. (Fall/Spring)

This is an introduction to accounting practice and theory using the model of the sole proprietorship in a service business. The accounting process for recording, summarizing, and reporting financial data is analyzed. Specialized systems in cash controls, payroll, and the use of multipurpose combination journals are examined. Emphasis is placed on identifying and correcting errors and omissions and understanding their impact on financial statements. Course objectives are reinforced through the use of manual and/or computerized practice sets.

55132—Accounting Principles II

4 cr. (Fall/Spring)

This is a continuation of accounting practice using the model of the sole proprietorship in a merchandising business. Use of special purpose journals and related subsidiary ledgers in support of merchandising operations and an analysis of payables, receivables, and inventory valuation unique to this area are examined.

Additional content in the areas of note financing and long-term assets are included. The topic of corporations and the specific equity issues related to them are discussed. Course objectives are reinforced through the use of manual and/or computerized practice sets.

Prerequisite: 55131.

55133—Financial Accounting

4 cr.

This course provides a solid foundation in basic accounting concepts and methodology of financial accounting. This includes the rules and procedures used by financial accountants in preparing external financial reports. Emphasis is placed on the chart of accounts, the accounting environment, the accounting cycle, cash flow, the income statement and the balance sheet. This course provides students with an understanding of financial accounting in a corporate environment, methods used to perform analysis of financial statements, and insights into the financial accounting decision making process.

55134—Managerial Accounting

4 cr. (Fall/Spring)

This course introduces students to managerial accounting as an information system that provides managers with a basis for decision making. Topics include basic C-V-P analysis, estimating costs, job and process costing, break-even analysis, standard costing, short and long term decision making, responsibility accounting, operating budgets, and flexible budgeting. Emphasis is placed on the needs of managers to use internal accounting information to make business decisions.

Prerequisite: 55133 or 55131 *and* 55132

55205—Business Statistics

3 cr. (Fall/Spring)

This course is required for various AS degrees in business. The course concentrates on three major sections. Part one is descriptive statistics which studies measures of central tendency and measures of dispersion. The second part includes probability theory, binomial probability distribution, and the normal curve. The third concentration is in inferential statistics which includes determining the sample size for a given sample, creating a confidence interval for the universe mean and universe proportion, and the testing of hypotheses. Regression and correlation analysis are also examined.

Prerequisite: *Two years of college preparatory math or 38103.*

55231—Intermediate Accounting I

4 cr. (Fall-Day/Spring-Evening)

Special emphasis is placed on accounting standards and the F.A.S.B. bulletins. Topics include: a review of generally accepted accounting principles; recognition, valuation and disposition issues; cash and receivables; inventory flow procedures; plant and intangible assets; and revenue recognition.

Prerequisite: *55134 and 55161 or permission of department or 55132 and 55161 or permission of department.*

55232—Intermediate Accounting II

4 cr. (Fall-Evening/Spring-Day)

Continued emphasis is placed on accounting standards and the F.A.S.B. bulletins. Topics include: temporary and long-term investments, current liabilities, stockholders equity, bonds and miscellaneous long-term liabilities, pension plans, leases, cash flows, financial statement analysis, earnings per share, and an introduction into the objective characteristics and elements of financial reporting. Use of the Financial Accounting Research System (FARS) will also be introduced.

Prerequisite: *55231.*

55234—Accounting with Microcomputer Applications

3 cr. (Fall-Day/Spring-Evening)

Spreadsheet and time value of money software are introduced and developed as support tools for topics in managerial, financial, and income tax accounting. Topics include capital budgeting, cash budgeting, depreciation, loan/debt/bond amortization, cost/volume/profit analysis, project development, financing, and profit planning, and an introduction into financial planning. Emphasis is placed on both proper application of theory and quality of report presentation.

Prerequisite: *55132 and 55161 or 55134 and 55161.*

55237—Federal Income Tax Procedures

3 cr. (Fall-day/Spring-evening)

Emphasis is placed on the federal tax structure in the preparation of individual and business tax returns. Topics include: inclusion and exclusion of gross income items, sale or exchange of property, itemized deductions, capital gains and losses, installment sales, depreciation, withholding and estimated taxes.

Prerequisites: *55131.*

55239 Accounting Internship

3 cr. Spring

Students enrolled in this course will intern at organizations appropriate to learning about accounting and accounting-related fields. Students will integrate classroom theory in a monitored and supervised work experience. Periodic meetings with a faculty advisor and written assignments are required. Evaluations by workplace supervisors are also required. The student intern is required to work a minimum of 90 hours during the semester.

Prerequisites: *Permission of instructor or 55132 or 55133; 55253, 55234; and 55202. A minimum CQPA of 2.75 is also required.*

55253—Accounting Practice

4 cr. (Fall-Day/Spring-Evening)

Topics include software issues related to new company configuration, security controls, and troubleshooting. Accounting applications are in the areas of bank reconciliation, payroll programming and reporting, sales and excise tax reporting, and management of payables, receivables, and cash. Emphasis is placed on the skills and attitudes needed to assume a “full-charge” office bookkeeping position. QuickBooks Accounting software will be used in this course.

Prerequisites: *55132 and 55161 or 55133 and 55161.*

Anthropology (Social Sciences Dept.)

27193—Indians of North America

3 cr. (Spring)

This course is an analysis of Native American cultures north of Mexico from early times to the modern era. Ecological, historic and ethnographic data are utilized to review the various cultural areas. The southwest, plains, northwest, southeast and northeast cultures

27208—Human Evolution 3 cr. (Fall)

This course applies Darwinian evolutionary theory to an examination of the position of the human species within the animal kingdom, the characteristics of primates, the evolutionary origins of human behavioral patterns, the fossil record of human evolution, the study of race, and continuing human evolution. *Fulfills category C.*

27209—Archaeology and Prehistory 3 cr. (Spring)

This course investigates the contribution made by archaeological science to an understanding of the process by which human society evolved from earliest forms to the emergence of complex civilizations in various parts of the world prior to historical times. *Fulfills category C.*

27220—Cultural and Social Anthropology 3 cr. (Fall/Spring)

A cross-cultural approach to the nature of culture as humanity's means of existence, focusing on such topics as the method of scientific research in cultural anthropology, the basis of language, a comparative study of events of the human life cycle, family and kinship, religion and ritual, and theories of social change and development. *Fulfills category C.*

Architecture/Architectural Technologies (Technologies Dept.)

37221—Architecture through the 18th Century 3 cr. (Spring)

A survey of development of Western architecture, beginning with Egyptian and progressing through the 18th century. Emphasis will be on the identification of construction techniques, details, forms, and significant buildings that define each period. The influence of technology, social and political forces, geographic and environmental factors on architectural form will be considered.

37222—Architecture from the 19th Century 3 cr. (Fall)

A survey of the development of Western modern architecture beginning at 1850 and progressing to contemporary architecture. Emphasis will be on the identification of construction techniques, details, forms, spaces and significant buildings, architects and theories that define each period. The influence of technology, social and political forces, geographic and environmental factors on architectural form will be considered.

52101—Technical Drawing I 3 drafting, 1 cr. (Fall)

An introduction to Computer Aided Engineering application software such as AutoCAD. Mechanical drafting techniques such as orthographic projection, isometric and working drawings are incorporated. Electronic drafting techniques such as schematic and printed board drawings are also incorporated.

52110—Introduction to CAD 1 lect., 3 lab., 2 cr. (Fall/Spring—Evening)

An introduction to the concepts and techniques associated with drafting using AutoCAD. Topics include general CAD terminology and using CAD in the Windows environment. Laboratory work provides hands-on experience with AutoCAD. During the semester, students will begin with simple drawings involving basic commands. As the semester progresses, the difficulty and complexity of assignments increase. Commands will be discussed and demonstrated in lecture and applied in lab assignments and projects. Emphasis is on command comprehension and two-dimensional drawings.

Corequisite: 54105 or by permission of instructor.

52210—Computer Aided Drafting II

1 lect., 2 lab., 2 cr. (Spring)

Application of advanced concepts and techniques of computer aided drafting. Topics include a review of elementary commands associated with two dimensional drawings, customization of drawings and files, various techniques in three dimensional drawing, and joining data through external referencing and advanced use of blocks. The incorporation of data from the Internet will be introduced. Laboratory work provides hands-on experience with AutoCAD. As the semester progresses, the difficulty and complexity of assignments and projects increases. CAD commands will be discussed and demonstrated in lecture and applied in lab assignments and projects.

Prerequisite: 52110

54101—Building Materials and Methods I

2 cr. (Fall)

Description and analysis of building materials and their use in wood construction (primarily residential construction); foundations, structural elements, floor, roof, and wall construction. This class primarily focuses on terminology, identification and variations of building materials, and processes of construction.

54102—Building Materials & Methods II

2 lect., 4 lab., 4 cr. (Spring)

Description and analysis of building materials and methods and their use in wood, masonry, steel and reinforced concrete construction. Exploration of details involving wall sections, windows, doors, stairs, etc. Methods are clarified through the development of drawings. At the end of the semester, students who successfully complete this course will be able to demonstrate an understanding of common construction materials and methods. They will also be able to graphically communicate materials and methods through detailed architectural drawings (e.g., wall sections, details, etc.).

Prerequisite: 54101, 54105.

54105—Architectural Graphics

1 lect., 2 lab., 2 cr. (Spring/Fall)

The use of drafting instruments; lettering and linework; the theory of projection; an architectural utilization of plans; sections, elevations, isometrics, obliques; introduction to shades and shadows.

Corequisite: 52110

54106—Advanced Architectural Graphics

1 lect., 4 lab., 3 cr. (Spring)

One and two point perspectives/advanced orthographic depictions, shades and shadows applied to orthographic views and perspectives. Students will be able to construct perspective drawings, apply shades and shadows to two and three-dimensional drawings, produce site sketches, and demonstrate a continuing improvement of hand/eye coordination and an improvement in graphic ability for three dimensional design.

Prerequisite: 54105.

54111—Architectural Design I

2 lect., 3 lab., 3 cr. (Fall)

An introduction to the basic elements of architectural design— scale, proportion, rhythm, mass, textural effects, contrast, unity, sequential spatial experiences. Execution of two and three dimensional design projects. An exploration of the nature of art and architecture.

54112—Architectural Design 11

1 lect., 4 lab., 3 cr. (Spring)

The place of function, structure, and expression of ideas in architecture will be explored through the lecture and lab component of this course. In lab, the execution and criticism of architectural design problems will take place. Presentation techniques will be in various media with a concentration on model building.

Prerequisite: 54105, 54111.

54114—Mechanical & Electrical Equipment

2 lect., 2 lab., 3 cr. (Spring)

Description, analysis, and basic design of heating, ventilating, plumbing and electrical systems and equipment, fire protection, vertical transportation and acoustics.

54205—Architectural Rendering

1 lect., 2 lab., 2 cr. (Fall)

Instruction in various media such as pen and ink, pencil, color and computer techniques. Principles of composition. Pencil sketching. Rendered perspectives prepared.

Prerequisite: 54106.

54206—Construction Procedures

3 cr. (Spring)

A basic review of architectural practice and construction procedures, including: cost estimating, specifications, building codes, zoning and ordinances, environmental concerns, bidding practices, contracts, construction inspections, and other related topics.

Prerequisite: 54102.

Architecture/Architectural Technology - Art

54207—Working Drawings 1

2 lect., 3 lab., 3 cr. (Fall)

This course in an introduction to architectural working drawings. Basic principles of preparing and organizing necessary components of a working drawings set will be covered. Students will prepare a set of drawings for a small wood structure. Correctness of construction techniques and CAD draftsmanship will be emphasized. Quantifying building materials from the students' prepared sets will be introduced.

Prerequisite: 54102, 52210.

54208—Working Drawings 2

1 lect., 6 lab., 4 cr. (Spring)

This is the capstone course of the building materials and methods sequence as well as the graphics sequence of the A.A.S. Construction Technology/Architectural Technology Program. Advanced working drawings of a building of steel construction will be produced. Emphasis is placed on draftsmanship, coordination, and accuracy. Development of building construction details. AutoCAD is used as the drafting medium. Portfolio and job market preparedness will be covered at the end of the semester.

Prerequisite: 54207.

54211—Architectural Design III

1 lect., 6 lab., 4 cr. (Fall)

Design problems of various building types are executed and criticism given. Exploration and study of the design of architectural space. Models and presentation in various media.

Prerequisite: 54106, 54112.

54212—Community Planning

1 lect., 3 lab., 2 cr. (Spring)

A survey of town planning throughout history with emphasis on 19th and 20th century. Execution of several design problems involving town and subdivision layouts.

Prerequisite: 54112.

54216—Strength of Materials

2 cr. (Spring)

Stress and strain, shear and moment diagrams, beam and column design in wood and steel, masonry walls.

Prerequisites: 35111, 38117.

Art

(Arts & Communication Dept.)

41100—American Art 1700 1945

3 cr. (Spring)

A study of the development of American art and architecture, dating from colonial times to 1945, as the expression of national character and values.

41101—History of Art I

3 cr. (Fall)

A general survey of art history against the background of Western culture. The arts of antiquity through the Gothic period are studied in relation to their political, religious and social setting. The museum and art facilities of New York City serve as resource material.

41102—History of Art II

3 cr. (Spring)

A study of the art and artists of Europe from the Renaissance to the present time. The museum and art facilities of New York City serve as resource material.

41103—Drawing I

1 lect., 2 studio, 2 cr.
(Fall/Spring/Summer)

Drawing exercises and projects emphasizing development of perceptual, manual and conceptual abilities. Objective drawing in line and tone lead the beginning student to understand structure imaging, and execution. Studies introduce basic perspective methods. Various drawing media and materials are used.

41104—Drawing II

1 lect., 2 studio, 2 cr.
(Fall/Spring/Summer)

Drawings as finished art are developed from preliminary works. Study of media-image, form-content relationships. Develop more complex and subjective drawings. Prerequisite: 41103.

41105—Design I

2 lect., 2 lab., 3 cr.
(Fall)

An introduction to the study of theory and principles of structure of design using two dimensional media studio projects benefited by lectures, demonstrations and library assignments.

41106—Design II

2 lect., 2 lab., 3 cr.
(Spring)

Continuing study of design concepts and development of complex studio projects in various media. Studio methods and processes are discussed and demonstrated.

Prerequisite: 41105.

41107—Painting I 1 lect., 4 studio, 3 cr.
(Fall/Spring/Summer)

Fundamentals of painting techniques and materials are learned while student composes from still life setups reflecting various modes and historical perspectives.

41108—Painting II 1 lect., 4 lab., 3 cr.
(Spring)

Continuing work in still life painting using more complex formal and contextual means of organizing the pictorial surface and space.

Prerequisite: 41107.

41109—Modern Art The 20th Century
3 cr. (Fall/Summer)

A study of the revolutionary art movements of the twentieth century: Cubism, Fauvism, Dada and Surrealism, Abstract Expressionism, Pop and Conceptual Art. Visits to New York City galleries and museums required.

41110—Color 1 lect., 2 studio, 2 cr.
(Fall & Spring)

Students assess psychological and physical effects of light and color relationships and examine color content and its use in art, architecture and personal effects.

41111—Figure Drawing I
2 lect., 4 studio, 4 cr.
(Fall)

Drawing from the model—proportion, gesture, form and structure. Work in anatomy and rendering. Various media are employed.

Prerequisite: *Permission of instructor.*

41112—Figure Drawing II
1 lect., 4 studio, 3 cr.
(Spring)

Drawing from the model—extended studies, the draped figure, light and shade as structure and content. Lectures and demonstrations of various media and papers

Prerequisite: 41111.

41115—Visual Communications & Graphic Design I
2 lect., 2 lab., 3 cr.
(Fall/Spring/Summer)

The Viscom 1 student will learn the fundamentals of problem solving in visual communication through hands-on and computer projects using *Adobe PageMaker* or *Quark XPress* supplemented by object drawing and digital imaging software.

41116—Visual Communications & Graphic Design II
2 lect., 2 lab., 3 cr.
(Spring/Summer)

The Viscom 2 student will acquire more advanced skills of visual communication in this experiential course. More proficiency in page layout software (*Adobe Pagemaker* or *Quark Xpress*) will be achieved as well as fundamental skills in object drawing, (*Adobe Illustrator*), digital imaging (*Photoshop*) and presentation graphics software (*PowerPoint*).

Prerequisite: 41115 or permission of instructor and department chair.

41117—Visual Communications and Graphic Design III
2 lect., 2 lab., 3 cr.
(Fall)

The Viscom 3 student will develop a personal approach to visual communication in this experiential problem solving course. More advanced technical skills will be achieved using a flatbed scanner, *Adobe Photoshop*, *Adobe Illustrator*, and *Quark XPress*, presentation and page layout software.

Prerequisite: 41115 and 41116 or permission of instructor and department chair.

41118—Visual Communications and Graphic Design IV
1 lect., 2 lab., 2 cr.
(Spring)

The Viscom 4 student will produce a professional portfolio for entry level employment in visual communications or for further education. The student will complete one semester-long multi-disciplinary group project and will hone personal style in visual communication and refine technical skills in using page layout, vector-based and image manipulation graphics software.

Prerequisite: 41115, 41116 and 41117 or permission of instructor and department chair.

41120—Women in Art History
3 cr. (Spring)

A survey of women artists throughout history and the social, economic and political context of their work. Works of painting, sculpture, textiles, graphics and photography created by females will be examined within their historic contexts. An optional class trip to the Museum for Women in the Arts, Washington, D.C. is included.

Art

41130—Introduction to Art 3 cr. (Fall/Spring/Summer)

A beginner's course for those interested in learning how to look at, appreciate, and enjoy the visual arts. The elements used to create a work of art are studied through discussion, reference to art works of the past and present and actual experimentation in the various art media.

41131—Photography I* 1 lect., 3 lab., 3 cr. (Fall/Spring/Summer)

A workshop course for the novice photographer covering camera basics, negative development, enlargement, and contrast control. Considerable darkroom work with criticism as well as discussion of the history of photography are emphasized.

41132—Photography II* 1 lect., 3 lab., 3 cr. (Spring)

A workshop course consisting of considerable darkroom work as a basis for learning more advanced print control techniques which include bleaching, spotting, and mounting prints. Emphasis is placed on individual creativity through personalized assignments and critiques. Studies in the history of photography are continued.

Prerequisite: 41131.

**Students are required to have a 35 mm or larger camera. Lab space, enlargers, and chemicals for paper treatment provided. Students should expect to spend approximately \$200 for film and film development supplies and materials.*

41123—History of Animation 1 cr. (Fall/Spring)

A survey of the history of animation traced from early twentieth century origins based in photography through new age computer animation. Special attention will be paid to: traditional methodology of classic cartoon production, full length features, as well as non-traditional animators and animation techniques. Film clips will be incorporated into each class meeting.

41200—Portrait Painting 3 cr. (Fall)

Studio course treating the portrait as an art form with emphasis on structure and likeness. Various media are employed. Models are used.

41201—Web Page Design 2 lect., 2 lab., 3 cr. (Fall/Spring)

Students master the key design strategies of the best professional web designs and design and build fully functional web pages and web sites using Adobe GoLive and Adobe Photoshop. Course covers both design concepts and practical, technical abilities, including psychology of perception, color theory and human vision, typography, interface design, technology and new trends in this fastest-moving of all media. Class projects include surfing the web, finding great examples of both good and bad web pages, and learning what works - and what doesn't work - in the real world.

Prerequisite: 55173 or permission of instructor

41207—Painting III 1 lect., 3 lab., 3 cr. (Fall)

Intermediate-level problems in painting modes and media emphasizing conceptual development from preliminary studies.

Prerequisite: 41108.

41208—Painting IV 1 lect., 3 lab., 3 cr. (Spring)

Pictorial problems concentrating on the relation of spatial structure, morphology and symbology. Work includes landscape painting done outdoors *alla prima*.

Prerequisite: 41207.

Biology

(Biology Department)

Biological Science majors must take 31101 and 31102. Then select from 31212, 33201, 33202. Students should consult with a biology department advisor.

31101—General Biology I

3 lect., 3 lab., 4 cr.
(Fall, Summer)

Topics include a study of the nature and scope of science in general and biological science in particular: the chemical and physical basis of life; the structures and functions of the cell with an emphasis on photosynthesis, respiration, functions of DNA, and the processes of mitosis and meiosis. The course concludes with the genetic and evolutionary consequences of meiosis and reproduction.

31102—General Biology II

3 lect., 3 lab., 4 cr. (Spring)

A study of the plant and animal organism with an emphasis on the vertebrate animal and the flowering plant. Comparative systems are studied. The relationships between organisms and the environment are also covered.

Prerequisite: 31101.

31105—Anatomy and Physiology I

3 lect., 3 labs., 4 cr.
(Fall, Spring, Summer)

An introduction to the structure and function of human systems. Study begins with the organization of the body from the molecular to the organ/organ system level of function and continues through the Integumentary, Skeletal, Muscle, Nervous and Endocrine systems. Laboratory work includes cellular structure and function, histology, and gross anatomical analysis of the skeletal, muscular, and nervous systems. The laboratory experience includes use of human bones and dissection of the cat, sheep eye and brain as well as use of human anatomical models of organs and structures related to the above systems.

Prerequisite: *AP Biology, 31121 or 31101*

31106—Anatomy and Physiology II

3 lect., 3 lab., 4 cr.
(Fall, Spring, Summer)

Continues the study of the structure and function of human systems begun in 31105 (Anatomy and Physiology I). Included are the

Circulatory, Lymphatic, Immune, Respiratory, Digestive, Urinary and Reproductive systems. Acid-base, fluid and electrolyte balance are also discussed, and functional inter-relationships and homeostasis are stressed throughout. Laboratory work includes analysis of the structure and function of the above systems at the histological, gross anatomical and organ system levels. The laboratory experience includes dissection of the cat and beef and sheep hearts as well as prepared histological specimens, human anatomical models and computer/video presentations related to the above systems. Laboratory experiments also expose students to related clinical techniques/topics such as blood typing, ECG, blood pressures, pulse determination, heart and lung sounds, spirometry, and urinalysis.

Prerequisite: 31105

31109—Biology for Today

3 lect., 0 lab., 3 cr. (Spring)

The biological aspects of contemporary problems and issues will be explored. Selected topics will be chosen from the areas of Medicine and the Environment. Students will participate in discussions and class activities that will assess decision-making criteria relative to the issues being presented.

31109 DL—Biology for Today

3 lect., 0 lab., 3 cr. (Spring)

The biological aspects of contemporary issues will be explored. Selected topics will be chosen from areas of the environment, human anatomy and physiology, inheritance, evolution, and genetic engineering. Proctored exams will be administered at an SUNY Orange campus or an approved site arranged by the student.

31111—Nutrition

3 cr. (Fall/Spring/Summer)

Students study carbohydrate, fat, protein, mineral and vitamin requirements; an overview of the chemical and biological body functions, nutrient metabolism and deficiencies, food safety legislation, functions of the Food and Drug Administration and the USDA. Students conduct a caloric self-study.

31112—Avian Biology

2 lect., 3 lab., 3 cr.
(Spring-alternate years)

A study of the birds of the Mid-Hudson Region, emphasizing field identification, migration, flight and ecological adaptations, voice & behavior, distribution and classification.

Biology

Lectures and weekly field trips to diverse habitats are included. Students are responsible for their own transportation.

31115—Environmental Conservation

2 lect., 3 lab., 3 cr. (Spring)

This course will explore local, regional, national, and global issues of water quality and usage, such as types and sources of pollutants and their effects on humans and wildlife, surface and ground water overuse, and conservation of water resources. The expanding human population and its creation of resource conflicts and their resolutions are presented and discussed. Lab experiences will focus on monitoring the quality of nearby waterbodies, with the collection of real data that will be used by Orange County in their formulation of a watershed management plan. Students are responsible for their own transportation to off-campus sites.

31120—Field Biology 2 lect., 3 lab., 3 cr. (Fall)

This course will acquaint students with the plants and animals of the Orange County area, with emphasis on ecological relationships between them and their environment. Weekly field trips within the area will identify organisms found and conduct outdoor studies to better understand interactions among them. Real data will be collected and analyzed to answer scientific questions concerning the natural history of the county's biodiversity. Students are responsible for their own transportation.

31121—Introduction to Biology

**2 lect., 3 lab., 3 cr.
(Fall, Spring, Summer)**

A introductory course covering the scientific method, basic chemistry, cell biology, structure and function of the vertebrate body, biochemical pathways, cellular division, genetics, diversity and biological systems.

Prerequisite: *The course is designed for students with little or no academic background in biological sciences and want to pursue a career in the health professions or biology.*

31122—Human Biology

3 lect., 3 lab., 4 cr. (Fall)

Human anatomy, physiology and pathology are discussed in lectures. Laboratory work includes microscopic study of tissues and a dissection of the cat. The anatomy of the cat is correlated with human anatomy.

Prerequisite: 31121 or 31101.

31123—The Diversity of Life

2 lect., 3 lab., 3 cr. (Fall, Spring)

This course offers the non-science major an opportunity to study representatives of the major groups of bacteria, protists, plants, fungi, and animals in both lecture and lab. Emphasis will be placed on the major characteristics of each group. The inter-relationships among these organisms will be studied both through discussion and through field trips to local sites. The global loss of biodiversity and its significance will be discussed. Students are responsible for their own transportation on field trips.

31150—Prehistoric Life

3 cr.

(Fall, Spring, Summer)

A survey of the diversity of prehistoric life including the dinosaurs, mammals, birds, reptiles, amphibians, fish, invertebrates and plants of the past. An overview of other relevant topics such as fossilization, evolution, extinction, vertebrate anatomy and ecosystem structure will be presented. The course will include a trip to the Museum of Natural History. Students are responsible for their own transportation. The course does not include a laboratory component.

31150 DL—Prehistoric Life

3 lect., 0 lab., 3 cr.

(Fall, Spring, Summer)

A survey of the diversity of prehistoric life including dinosaurs, mammals, birds, reptiles, amphibians, fish, invertebrates, and plants of the past. An overview of other relevant topics such as fossilization, evolution, extinction, and vertebrate anatomy will be presented. The course will include a trip to the Museum of Natural History. Students are responsible for their own transportation. The course does not include a laboratory component. Proctored exams will be administered at an SUNY Orange campus or an approved site arranged by the student.

31201—Study of Biological Habitats

2 lect., 2 lab., 3cr.

(Intersession-Spring Break, Summer)

A ten to fifteen day field experience in a marine, fresh water, or terrestrial habitat at an off campus location. The ecological interactions of flora and fauna, with their habitats, are examined in detail. The Catskills, Maine, the Southwest Desert Biome, and Tropics are among the habitats studied. Fee charged for transportation and living expenses.

Prerequisite: *One year of college biological science or permission of the instructor.*

31212—Genetics 3 lect., 3 lab., 4 cr. (Fall)

This is a survey course which introduces students to the various fields of modern genetics. Topics include the diverse forms of inheritance, the structure of chromosomes, the nature of function of genes, the regulation of gene activity, mutation, biotechnology, and evolution. Special reference is made to human genetic disorders and cancer. Lab work includes observing the inheritance traits in fruit flies and plants, mapping genes to regions of chromosomes, transformation, conjugation, plasmid DNA isolation, DNA gel electrophoresis, and protein gel electrophoresis. Students will learn techniques for the handling of bacteria and bacteriophage.

Prerequisite: *one year of biological science including 31101.*

32205—Neurobiology 2 lect., 2 lab, 3 cr. (Fall)

This course is designed for students of Massage Therapy, Physical Therapy Assistants, Occupational Therapy Assistants, and other Health Sciences. It will provide the student with a foundation for understanding neurological dysfunction. Integration, rather than segregation, between structure and function are emphasized. This course will enable the student to be conversant in the structure and function of the nervous system, with emphasis on sensorimotor integration and neuromuscular physiology. The organizing theme is the regulation of body function, how the nervous system is influenced during development, learning, and by disease, or trauma. This is illustrated in a multidisciplinary fashion: morphology, physiology, biochemistry and clinical manifestations. Examples of pathological, occupational and environmental causes of neurological disease are highlighted through lectures and student presentations. The different approaches used in diagnosis and understanding physical impairment are stressed as essential components of devising effective therapy.

Prerequisite: *31106*

33201—Comparative Vertebrate Anatomy 3 lect., 3 lab., 4 cr. (Spring)

The morphology, physiology, evolutionary development, and adaptations of major organ systems in vertebrate animals are studied. Laboratory work includes histology and dissection of vertebrate animals.

Prerequisite: *one year of biological science including 31101.*

33202—General Botany 3 lect., 3 lab., 4 cr. (Spring)

This is a general botany course that will study plant morphology and physiology of herbaceous and woody plant divisions within the plant kingdom as well as other related plant-like organisms. Topics covered include plant structure and function, plant growth, transpiration, photosynthesis, evolution, and reproductive cycles. The course concludes with the diversity of flowers and plant life. Laboratory work includes: microscopic examination of cells and tissues of typical plants, set up and monitoring of a hydroponics experiment that will utilize the scientific method and allow for continual plant growth observations. Students will also be assigned seeds from differing plant families to germinate and tend to until plant maturity. The course will also require a plant collection prepared by each student.

Prerequisite: *one year of biological science including 31101.*

Business: Business Administration

(Business Dept.)

55110—Introduction to Business 3 cr. (Fall, Spring)

In this analysis of current business practices, the following topics are examined: impact of technology on businesses, economic systems, forms of ownership, social responsibility, management and organization, finance, marketing, human resources, information management and international business. Topical issues are used to reinforce terminology and concepts. It is strongly advised that students take this course in their first semester.

55115—Principles of Advertising 3 cr. (Fall, Spring)

Students learn to identify the role of advertising and how it reflects society. Emphasis is placed on the need for strategic planning in order to determine creative tactics - visualization, copywriting and layout - and use of media (traditional, electronic, print and new) vehicles. Current materials from today's Advertising Agency departments are utilized.

NOTE: Introduction to Business (55110) and Marketing (55122) are the recommended pre- or co-requisite courses for Business majors.

55116—Salesmanship 3 cr. (Fall)

Emphasis is placed on application of selling principles, various sales roles and motivational factors. Topics include: electronic commerce, prospecting, preparing the sales presentation, obtaining the appointment, the demonstration, and meeting objections and the use of the Internet in sales. Students participate in role-playing, dialogue, case analysis, and formal presentation.

55120—Business and Society 3 cr. (Fall, Spring)

Emphasis is placed on current business economic policy issues as applied to the roles of government and the consumer. The course is structured to help both enlighten and sharpen the student's awareness of current economic problems and business issues in today's dynamic environment. Major emphasis is placed on inflation, unemployment, social security, health care, deficits, debt, global trade, and monetary & fiscal policy. Former title: American Free Enterprise System.

55121—Introduction to International Business 3 cr. (Fall, Spring)

This course will introduce students to the challenges and problems involved in conducting business in global markets. Initial emphasis will be on concepts and theories of international trade, foreign investment and economic development. After an overview of international agencies and the international monetary system, students will consider the effects of financial economic, socio cultural, legal and political forces on the foreign business environment. Course concludes with an examination of international management practices in various areas, including marketing and labor relations.

55122—Principles of Marketing 3 cr. (Fall, Spring)

The thrust of this course is the "marketing concept" which stresses the organization's first goal—customer satisfaction. Students use a systems approach to integrate the major marketing areas such as: Marketing Plan, Marketing Research, Consumer Buying Behavior, Product/Service Concepts, Promotion, Ethics and Social Responsibility. Marketing applications are developed through the strategic marketing process, which identifies the target market and its support of the marketing mix. Student exercises include customer service and Internet projects.

55125—E-Business Principles 3 cr. (Fall evening, Spring day)

Electronic business provides a foundation for conducting business on the Internet worldwide. Electronic business involves the use of Internet technology to transform key business processes in order to maximize customer value and facilitate the exchange of goods and services between buyers and sellers. Topics include: business to business (B2B) and business to customer (B2C) electronic commerce; advertising, market research, privacy and security issues on the Internet. Emphasis is placed on real-world application and Internet exercises. Each student will complete an Internet project.

55126—Principles of Management 3 cr. (Fall, Spring)

The theory and applications of management techniques are examined. The essential processes necessary for the practice of management are developed. Within the framework of the functions of management, such topics are covered: Managing Change, Organizational Communication and Structure,

Business Administration/Marketing/Management/E-Business

Making Decisions, Strategic Planning, Leadership, Work Groups, Ethics and Social Responsibility. Cases and projects enrich the student's class experience.

55221—Business Law I

3 cr. (Fall, Spring)

Emphasis is placed on the principles and the language of the law governing business transactions. Topics include the background of law, the law of contracts, the law of agency and the law of sales.

55222—Business Law II

3 cr. (Fall, Spring)

This course deals with negotiable instruments, partnerships and corporations, and real and personal property, bailments and carriers.

Prerequisite: 55221.

55235—Marketing Management

3 cr. (Fall)

A study of the application of the principles underlying effective marketing management. The student examines the impact of marketing management decisions on such major areas as market research, product development, industrial marketing, promotion, pricing, and distribution. A field study market research project is included. Prerequisite: 55122.

55236—Problems in Marketing

3 cr. (Spring)

Marketing problems are analyzed by use of the case study approach. This approach emphasizes the interrelationship of marketing management to the areas of accounting, economics, mathematics, and statistics toward the solution of problems. Topics include: product development and trend policy, channels of distribution, market research, pricing, advertising, and selling. This course was previously numbered 55123.

Prerequisite: 55122.

55242—Entrepreneurship

3 cr.
(Fall, Spring)

For individuals who wish to start a business and for those who are already in business for themselves. Emphasis on strengthening the organizational skills of the small business manager. The problems are analyzed through case studies. The guidelines and regulations of the Small Business Administration, a federal agency, are studied. Former title: Small Business Management.

55246—Human Resource Management

3 cr. (Fall, Spring)

The student is introduced to an overview of this complex human resource management function as it applies to both the small and large business organization. The major thrust of the course is devoted to the basic personnel practices involved in employee recruitment selection, training, appraisal, affirmative action, labor relations, compensation, safety, and career planning. Former title: Personnel Management.

55264—Internship: Business

3 cr.
(Fall, Spring)

An internship is an on-site, academically-related learning experience in an industry setting aligned to a student's personal career interests and academic course of study. This is a hybrid course. The student meets bi-weekly with the instructor in a seminar class setting to review reports and discuss class concepts. The student also meets weekly in an online setting to post to their job experience folder and interact with other student's job experiences. A research paper and internship portfolio must also be submitted. This is a fourth semester course.

Prerequisite: *Approval of the Business Management Department Chair plus a CQPA of 2.5 or higher. Open to Business Management and Marketing majors.*

NOTE: Students must comply with all policies, procedures, and regulations of the internship fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

Chemistry

Chemistry (Science & Engineering Dept.)

(see also: Physics/Physical Science)

34103—Applied Chemistry I 2 lect., 3 lab., 3 cr. (Fall)

A study of the fundamental concepts of inorganic chemistry and techniques to be used in clinical laboratories. Topics include the nature of matter, the mole concept nomenclature, redox reactions, solutions, chemical equilibrium, acids and bases, and the gas laws. Laboratory work stresses skills and techniques useful to the laboratory technician. This course is closed to students who have completed or are currently enrolled in 34105 or a higher numbered chemistry course.

Prerequisite: 38103 or Math Placement test into 38104.

34104—Applied Chemistry II 2 lect., 3 lab., 3 cr. (Spring)

Continuation of 34103. Topics include acid base chemistry, nuclear chemistry, organic chemistry with an emphasis on nomenclature, simple chemical reactions, boiling points/solubility in water, and organic functional families. Laboratory work emphasizes quantitative techniques. The use of periodicals is required.

Prerequisite: 34103 or permission of department chair.

34105—General Chemistry I 3 lect., 3 lab., 4 cr. (Fall/Spring/Summer I)

A study of the fundamental principles of chemistry. Topics include: stoichiometry, gases, atomic structure, periodic properties, ionic and covalent bonding, Lewis structures, liquids and solids. Laboratory work is the application of these principles with emphasis on quantitative relationships. The keeping of a laboratory notebook is required.

Prerequisite: 38104 or Math Placement test into 38107.

34106—General Chemistry II 3 lect., 3 lab., 4 cr. (Fall/Spring/Summer II)

Topics include: Chemical equilibrium, acid-base theories, solubility equilibria, thermochemistry, thermodynamics, chemical kinetics, nuclear reactions, electrochemistry, an introduction to organic chemistry and some representative biomolecules. Laboratory work

includes the above topics, plus qualitative analysis of select cations, and chromatography. The keeping of a laboratory notebook and the writing of formal reports is emphasized.

Prerequisite: 34105 or permission of department chairperson.

34110—General and Biological Chemistry 3 cr. (Fall)

Fundamental concepts of inorganic, organic, and biological chemistry essential for a thorough understanding of principles and techniques in clinical dental hygiene and nutritional counseling.

Prerequisite: *Either high school Regents Chemistry, 37110, or permission of department chair.*

34201—Organic Chemistry I 3 lect., 3 lab., 4 cr. (Fall)

An integrated presentation of the chemistry of aliphatic compounds with special emphasis on structure, nomenclature, mechanism and stereochemistry. Spectroscopy will be introduced. Laboratory work includes basic characterization techniques, basic synthesis, and keeping a laboratory notebook.

Prerequisite: *a minimum grade of C- in 34106.*

34202—Organic Chemistry II 3 lect., 3 lab., 4 cr. (Spring)

Continuation of 34201. Topics include IR spectroscopy, NMR spectroscopy, and a continuation with the reactions of aliphatic and aromatic compounds, heterocyclic compounds and biologically active compounds. Laboratory work involves use of modern techniques in the synthesis, separation and purification of organic compounds, and keeping a laboratory notebook.

Prerequisite: 34201.

37110—Elements of Chemistry and Physics 2 lect., 2 lab., 3 cr.

A survey of the fundamental principles of chemistry and related physical laws. Only elementary mathematics is used. Topics include: safety in the laboratory, measurement, atomic structure, the periodic table, chemical equations, solutions, electrolytes, acid-base reactions, pH, the gas laws, main organic functional groups, nuclear physics and radioisotopes, and an introduction to mechanics. Not open to students who have successfully completed 34105 or higher numbered chemistry courses.

Prerequisite: *Tested into 38103 or higher or completed 38020.*

**College and Career Skills
(Interdepartmental)
(Interdisciplinary)**

26090—College Skills 1 unit* (Fall, Spring)

Small-group discussions of educational, career, and related problems faced by today's college students.

**Not applicable to associate degrees, or certificate programs.*

**26100—Career Planning
(Liberal Arts Elective)** 1 cr.

This course is designed to improve self-awareness and knowledge of the career decision-making process. Topics include self-exploration, career and career theory study, decision-making skills, information gathering from library and community resources, and the skills required to look for a job. Lectures, films, individual and group exercises, reading and writing assignments, and worksheet activities will be used to provide students with an in-depth career planning experience. For additional information contact Career Services.

**57100—College Success Seminar
(Liberal Arts Elective)** 2 cr.

This is an interdisciplinary course designed to assist the student in making the transition to college, and to promote the development of a successful college experience. Students will define ways in which they are responsible for their own experiences in college. Topics include: setting goals, managing time, identifying cognitive styles, understanding relationships, accessing college and community resources, employing critical thinking, planning careers, appreciating diversity, clarifying values, achieving wellness, and incorporating information resources in the college experience. For additional information contact Patricia Slesinski, 341-4181.

**Communication
(Arts & Communication Dept.)**

**13110—Fundamentals of Speech-
Communication** 3 cr.
(Fall/Spring/Summer)

Emphasis is on the development of concepts in the oral communication process and their application to interpersonal, small group and public communication.

13111—Oral Interpretation 3 cr. (Fall)

This course is an introduction to the art of oral interpretation of literature. The student learns how to select and evaluate literary works for oral presentation, the methods of analyzing different types of literature, and the use of voice and body in the oral communication of literature. Each student presents a final lecture-recital.

Prerequisite: 13110.

13112—Debate 3 cr. (Spring)

Emphasis is on methods of argumentation and advocacy including proposition analysis, building the case, developing the brief, rebuttal and refutation. Various forms of debate are introduced with directed experience and application.

Prerequisite: 13110.

13114—The Speaking Voice 3 cr.
(Fall/Spring)

This course includes physical voice production, projection, the phonetic alphabet, regionalism, and articulation/diction. Students emphasize through vocal project modules either broadcast or theater, or general self improvement.

13115—Intercultural Communication 3 cr. (Spring)

Students study different cultures and the unique ways in which they communicate verbally and non-verbally. Includes the interdisciplinary study of cross-cultural communication theories, practices, and case study analysis.

13116—Introduction to Radio & Television 3 cr.
(Fall/Spring/Summer)

A survey of American radio and television including historical and technological development and the effects of broadcasting and corresponding technologies on society.

Communication

Programming concepts and industry structure, ethical considerations in broadcasting, current and future directions in broadcast technology, and the changing nature of this industry are also considered.

13192—Popular Culture and the Media **3 cr. (Fall/Spring)**

While building on a foundational overview of the evolution of popular culture, this course examines the growth and influence of American popular culture through the latter half of the twentieth century to the present. In addition to examining various historical critiques of popular culture, students will explore the different levels of popular culture, the technological forms that deliver and influence its content, the economic and social underpinnings of popular culture, and the groups and sub-groups that create, borrow, and consume popular culture in the United States. Case studies in television, music, film and print will be offered.

13201—Television Production I **3 cr.** **(Fall/Spring)**

Hands-on experience in studio and remote television production. Specific projects include audio production, control room operations, switcher-fader, camera operation, tape editing, and programming concepts and production.

13202—Television Production II **3 cr.** **(Spring)**

An advanced, hands-on production course designed to deal with the various elements of television production. In addition to expanding the skills acquired in 13201, emphasis is placed on developing and producing "ready for air" productions. Topics include an introduction to television graphics, set design, and advanced editing techniques.

Prerequisite: 13201.

13210—Public Speaking **3 cr.** **(Fall/Spring/Summer)**

Study and application of the fundamentals of extemporaneous speaking, with emphasis on research, speech organization, and delivery. Persuasive speaking is stressed.

Prerequisite: 13110.

13211—Introduction to Communication **Disorders** **3 cr. (Fall/Spring)**

Introduction to the field of communication disorders, overview of normal and disordered speech and language in children and adults, its assessment and treatment, and career choices.

13220—Interpersonal Communication **3 cr. (Fall/Spring)**

Interpersonal communication is the basis for all our relationships and affects all aspects of our lives. The goal of this class will be to better understand interpersonal communication both as a concept and as something we experience in our everyday lives. This course is designed to assist students in becoming more thoroughly acquainted with the process of interpersonal communication and its impact on the development and maintenance of human relationships.

13221—Conflict Resolution **3 cr. (Fall/Spring)**

This course assists students in learning ways to resolve conflicts in various settings by examining communication skills in dealing with these conflicts.

13222—Small Group Communication **3 cr. (Fall/Spring)**

Human beings have always been creatures who collaborate. Our social nature results in our participation in groups and teams of all kinds. Communication makes it possible for groups and teams to exist and function. This three-credit introductory small group communication course examines the theory and practice in assuming membership and leadership roles in decision-making groups. The course places emphasis on both classic and current theories that focus on "how groups work" and practical information that explores "how to work in groups." Group process is investigated as it relates to the individual's ability to communicate, and thus interact more effectively.

14110—Theater, Communication, **and Arts Practicum** **3 lab., 1 cr.** **(Fall/Spring)**

Students develop and complete individual projects in theater production, broadcasting, journalism, and related areas in music and art. Projects may be performed on campus or by arrangement in community facilities. Students may repeat course for a total of three credits.

Prerequisite: *permission of instructor or department chair.*

Computer Information Systems

(Business Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

55150—Computer Information Systems

2 lect., 3 lab., 3 cr. (Fall/Spring)

An introductory course in Computer Information Systems that includes such topics as organization and dissemination of business information, fundamentals of a computer system, the systems development life cycle, logic concepts, program design, and flowcharting techniques. A part of this course is devoted to computer programming exercises.

Corequisite: 55106.

55161—Microcomputer Applications

2 lect., 2 lab., 3 cr. (Fall/Spring/Summer)

This is a hands-on computer literacy course that introduces the students to the operations, applications, and capabilities of microcomputers in today's society. Topics include general concepts of Operating Systems, Hardware, Application Software, Graphics and Data Communications. Laboratory assignments provide practical experience in Windows and Microsoft Office.

Corequisite: 55106.

55164—CIS Internship 3 cr. (Spring)

Students are assigned an approved project at a cooperative business location. The work assignment is under the dual guidance of the supervisor in the business placement and the college coordinator. Evaluations by both will be used in determining the students final grade. Students are required to submit status reports and critiques at periodic scheduled seminars. A final appraisal of the work assignment is completed by the student at the end of the project. On completion, formal written and oral presentation of the project is required. The coordinator is responsible for the appropriate placement of students in the business community.

Prerequisite: *placement by department.*

55165—Data Communications

2 lect., 2 lab., 3 cr. (Fall-evening/Spring)

Topics which are emphasized in this course include: communication mediums and techniques, network resources and software, protocols and services. The ISO model, SNA architecture, OSI, Lans and information utilities are introduced.

Prerequisites: 55150 or placement by department.

55166—Systems Analysis and Design

2 lect., 2 lab., 3 cr. (Fall/Spring-evening)

Emphasis is placed on feasibility studies, analysis of new system requirements, forms design, designing a new system, file organization, hardware selection, programming specifications, installation requirements and follow-up procedures. A semester-long project is required to be completed by small groups working outside of the classroom. The group is required to present a written and oral presentation at the end of the semester.

Prerequisite: 55150.

55168—Computer Programming I

2 lect., 2 lab., 3 cr. (Fall /Spring)

The programming language Cobol is taught with exercises that are relevant to business applications. Emphasis is placed on programming projects with applications to payroll, inventory control, and cost analysis. Students also learn techniques such as structured design, flow charting, input and output specifications, data validation, and control break processing. Prerequisite: 55106, 55150.

55169—Computer Programming II

2 lect., 2 lab., 3 cr. (Fall/Spring)

Advanced Cobol techniques are taught with application to business management areas. Major topics include advanced data validation techniques, control breaks, internal and external table processing, sequential disk file processing, and random access file processing. Emphasis is placed on developing the logic required to create new programs or perform maintenance on existing programs in a business environment.

Prerequisite: 55168.

55170—RPG

2 lect., 2 lab., 3 cr.
(Fall/Spring evening)

Focus is on the Report Program Generator (RPG-400) language. Emphasis is on the concepts and techniques of building and generating disk files, updating data on disk files, and various report formats.

Prerequisite: 55106, 55150.

Computer Information Systems

55171—C Programming

2 lect., 2 lab., 3 cr.
(Fall evening/Spring)

The course involves classroom lectures and hands-on exposure to programming in C and C++. Topics include: Fundamental Features of C, Operators, Arrays and Loops, Pointers, Control Statements, Disk Files and Libraries, Structures for Lists, Sorting and Searching.

Prerequisite: 55150 or 38210

55173—Internet and HTML

2 lect., 2 lab., 3 cr.

This is a hands-on course which introduces the student to the Internet. The course will cover topics including general concepts, terminology, search engines, web page design and Internet languages. Laboratory assignments provide hands-on experience in the use of the Internet and creating web pages, an introduction to Dreamweaver. (This course was previously called Understanding and Programming the Internet.)

55174—Internet Scripting Languages

2 lect., 2 lab., 3 cr.

This course will show the student different scripting languages used on the Internet, primarily Java and Visual Basic Scripting. How scripts are entered, debugged and used within an HTML document is covered. Each student will complete and perform basic tasks within an HTML document. Each student will complete an Internet project. Understanding basic HTML is required.

Prerequisite: 55173 or placement by instructor, coordinator or department chair.

55175—Visual Basic Programming

2 lect., 2 lab., 3 cr.

This is a hands-on computer programming course to introduce the student to the Visual Basic programming language. The student will use important programming tools such as flowcharting, pseudo code, testing data and testing modules. The student will learn how to use Visual Basic for both stand-alone programs and scripting modules for use on the Internet. Entering students should have a basic knowledge of microcomputers and Windows 95/98.

55176—Network Installation and Administration

3 lect., 3 lab., 4 cr.

This course will prepare a student to understand and install Network Operating Systems. Primary NOS will be Microsoft Windows NT Server. Students will learn

industry standards and terminology. Entering students must have a working knowledge of Windows 95/98 and basic PC usage.

55177—E-Commerce Applications

2 lect., 2 lab., 3 cr.

This course introduces the student to the foundations of electronic commerce and explains the main technologies that are used to implement online business activities. We will discuss a number of different business strategies and explore how specific technologies are used in actual business applications. A full semester class project will involve setting up a simulated Electronic Commerce Store.

Prerequisites: 55173

55201—Advanced Microcomputer

Concepts 2 lect., 2 lab., 3 cr.
(Spring evening)

The course involves classroom lectures and hands-on exposure to advanced microcomputer software and hardware. Topics include: current hardware technology, microcomputer operating systems, fixed disk management, communications, and local area networks.

Prerequisite: 55161.

55223—C++ Object Oriented Programming

2 lect., 2 lab., 3 cr.

This course involves classroom lectures and hands-on exposure to programming in C++. The primary focus of the course will be to develop and utilize an object-oriented approach to programming. The constructs in C++ which relate to object-oriented concepts will be explored in depth. The course will include programming projects with a Business emphasis.

Prerequisite: 55171

55224—Database Fundamentals and Design

2 lect., 2 lab., 3 cr.
(Fall/Spring evening)

This course presents fundamental concepts of database design. Topics include: input/output processing, file organization, relational database requirements, SQL, QBE, switchboard/menu design applications development, data security, and automating tasks with macros. This course involves a semester-long group project. MS Access is used for project implementation.

Prerequisite: 55106 & (55150 or 55161).

55225—Java & Web Page Programming

2 lect., 2 lab., 3 cr.

This is a hands-on programming course designed to introduce the student to the Internet languages. The student will cover topics including terminology, HTML, and Java languages. Laboratory assignments provide hands-on experience in using Java, the Internet, and creating web pages.

Prerequisite: one of the following 55173, 55171, 38210, or permission of instructor.

55227—Internet Servers

2 lect., 2 lab., 3 cr.

This is a hands-on computer course, which introduces the student to the Infrastructure of the Internet. Topics will include general concepts, Internet Protocols and Services (TCP/IP, DHCP, WINS, DNS). Laboratory assignments will provide hands-on experience.

Prerequisites: 55225, 55166

55228—Advanced Network Installation and Administration

2 lect., 2 lab., 3 cr.

This course will prepare a student for practical usage and understanding of Network Operating Systems. Students will be introduced to Novell, Windows and Unix, Network Operating Systems. Students will learn industry standards and terminology. Entering students must have a working knowledge of Windows NT Server and Windows 95/98.

Prerequisites: 55176, or placement by instructor, coordinator, or department chair.

55229—Network Services and Applications

2 lect., 2 lab., 3 cr.

This course will prepare a student for practical usage and understanding of Network Operating Systems Services and Utilities. Students will learn industry standards, terminology and to fine tune an existing network.

Prerequisites: 55176 or placement by instructor, coordinator, or department chair.

Computer Science (Math/Computer Science Dept.)

The following courses do not satisfy the laboratory science requirement for the Associate Degrees. These courses will satisfy the math requirement for the AA and AS degrees.

38130—Computers and Computing

2 lect., 2 lab., 3 cr.

Designed for students who desire an introduction to computers and computer programming, with "hands on" lab experience. Object oriented programming (Visual Basic) is taught using microcomputers with applications drawn from such fields as education, mathematics, and science.

Prerequisite: 38104 or by permission of instructor.

38210—Computer Science I

3 lect., 2 lab., 4 cr. (Fall)

An introduction to structured programming using the Java language. Students will be presented with methodologies for developing, testing and communicating plans for computer solutions of practical problems. Topics include top down programming, flow block diagrams, input/output structures, choice and loop structures, functions, strings, streams and stream processing and an introduction to classes. While designed as a first course for Computer Science majors, it would be open to any student who might desire to learn programming techniques.

This course will fulfill the math requirement for the AS degree.

Prerequisite: Math Placement of 38107 or higher.

38211—Computer Science II

3 lect., 2 lab., 4 cr. (Spring)

A continuation of structured programming using the Java language. Students will design and test algorithms for computer solutions. Topics include user defined data classes, arrays, files, algorithm analysis and software engineering concepts.

This course will fulfill the math requirement for the AS degree.

Prerequisite: 38210 or permission of the Department Chair.

38212—Data Structures

3 lect., 0 lab., 3 cr. (Fall)

A course in Data Structures. Arrays and records are reviewed and abstract data structures and their implementations are introduced using recursion and dynamic storage where appropriate. Structures studied include linked lists, stacks, queues, trees, and graphs.

This course will fulfill the math requirement for the AS degree.

Prerequisite: 38211.

38231—Computer Organization and Assembly Language

3 cr. (Spring)

An introduction to the organization of digital computers. Topics include information representation, system architecture, instruction sets, addressing modes, input/output techniques, and subroutine linkage considerations. Students write Intel 80286 microprocessor assembly language programs.

Prerequisite: 38212.

Criminal Justice (Criminal Justice Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

28101—Criminal Justice 3 cr.

An analysis of the criminal justice system: law enforcement, the courts, and corrections in a democratic society. Emphasis is upon the historical and theoretical development of law enforcement. *Fulfills category C.*

28106—Police-Community Relations 3 cr. (Fall, Spring)

Course emphasis is on human relations, including prejudice and discrimination as sources of tension between law officials and private citizens. *Fulfills category C.*

28107—Critical Issues in Law Enforcement 3 cr.

This is an overview that will combine both the social science and legal approach to controversial issues in crime, criminology. Some of the areas that are discussed and researched are: police stress, corruption, brutality, police response to the homeless, homosexual community, police and community views on gun control, sentencing.

28110—Criminology 3 cr. (Fall, Spring)

Development of criminology as a discipline; contemporary theories and empirical research on the causes and prevention of criminal behavior. Includes: sociology, psychology, anthropology, and many modern theories. Examines the definition of crime with respect to legal, theological, historical, cultural and anthropology concepts. Addresses problem of crime including statistics, surveys, self-reports, victimization, and their associated problems. Explanation of criminal behavior is examined: theological, utilitarian, and positivist ideas from philosophy and economics to anthropology and penology.

29101—Understanding the Juvenile Offender 3 cr. (Fall, Spring)

Study of the causes, types and prevention; legal aspects and responsibilities in handling the juvenile offender. *Fulfills category C.*

67210—Criminal Law

3 cr. (Fall evening, Spring)

Definitions and classification of crimes, criminal intent rules of criminal liability, etc. The case method is used extensively for analytical purposes. Prerequisite: 28101.

68103—Treatment of the Criminal and

Delinquent 3 cr. (Evening—Spring)

Theoretical, practical and research problems involved in treatment; structure of the correctional system; utilization of agencies for prevention and treatment including probation and parole and state training schools.

Prerequisite: 28101 or permission of division chairman.

69101—Police Organization and Administration

3 cr. (Fall, Spring)

Analysis of the organization structure of the municipal police department; examination of the major divisional components and operational units; principles of administration as related to the law enforcement agency. A study of police ethics, corruption and brutality prevention and investigation. Police training.

Prerequisite: 28101.

69102—Patrol Operations

3 cr. (Fall, Spring)

Purpose, methods, and types of police patrol, the basic police function. Administration of police patrol; determining the patrol strength, layout, beats, areas, and deployment.

Prerequisite/Corequisite: 28101.

69105—Industrial and Private Security

3 cr. (Fall, Spring)

Industrial and Private Security as follows: Security, methods, procedures and techniques utilized in the Private Sector. Prevention of losses through theft casualty, disasters, accidents, and fire are discussed. The organizational structure of Security Organizations, Proprietary Organizations, and Contract Organizations are discussed and evaluated. Security problems at the industrial, retail, government and private institutions are analyzed.

69203—Criminal Investigation I

3 cr. (Fall, Spring)

Introduction to criminal investigation: crime scene notes, report writing, interviews, statements, scene search, identification of suspects, lineups, photographs, composite sketch, court prep and testimony, liaison with District Attorney and courts, search and seizure,

informants, undercover operations, surveillance. Prepare and present a criminal case.

Prerequisite: *Completion or concurrent enrollment 28101.*

69204—Criminal Investigation II

3 cr. (Fall, Spring)

The investigation of specific crimes and exploration of methods utilized in varied crimes; arson, drug investigations, sex crimes, child abuse, battered family, assaults, burglary, larceny, homicide cases, auto thefts, organized crime, terrorist groups. Types of evidence to utilize in above crimes, methods to prepare cases in above types of crime. Prerequisite/Corequisite: 28101.

69206—Criminalistics

2 lect., 2 lab., 3 cr. (Fall Spring)

The scientific investigation of crime. The crime scene, and laboratory examination of forensic evidence and preparation for court presentation. The processing of evidence in the field and laboratory are performed in lecture and laboratory settings. Specific areas covered include: crime scene search, recording and securing forensic evidence, developing and recording latent fingerprints, examination of body fluids, microscopic examination of evidence, ballistics, firearms, breathalyzer, polygraph etc.

Prerequisite: 28101, 69203, and 69204.

69208—Criminal Justice Internship

1 lect., 2 lab., 3 cr.

This course provides students with an opportunity to acquire practical “hands-on” experience under the direct supervision of professionals in a field or area which interests them. The internship affords opportunities for academically related field work in a wide range of criminal justice, correction, government and social service agencies, cultural organizations, businesses, research and non-profit institutions. The internship requires 80 hours of field work and 15 hours of class work for a total of 95 hours per semester. Prerequisite: *Student must: be a criminal justice major, have completed 30 credits or more, have a CQPA of 2.5 or higher, have permission of department chair.*

Dental Hygiene

Dental Hygiene (Dental Hygiene Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

61101—Preventive Oral Health Services I **2 lect., 9 lab., 5 cr. (Fall)**

An introduction to the profession of dental hygiene and to the scientific principles of practice are core topics presented in this preclinical course. Didactic concepts and clinical techniques are integrated and applied in laboratory and clinical practice. Fundamental client assessment procedures, instrumentation skills and infection control protocols are the major foundational concepts presented. These will prepare the novice clinician to begin the provision of dental hygiene services to clients in the clinical setting. [R-1]

Corequisite: 11101, 31122, 34110, 61103, CPR Certification.

61102—Preventive Oral Health Services II **2 lect., 9 lab., 5 cr. (Spring)**

The emphasis of this course is on the role of the dental hygienist in the care of medically compromised clients or clients whose particular needs require special consideration in clinical practice. The mandated New York state course in Child Abuse Detection and Reporting is also presented. Clinical content includes continued study of the Dental Hygiene Process of Care addressing the Dental Hygiene Diagnosis, as well as Treatment Planning phases. The clinical experience provides the student with the opportunity to further develop novice level instrumentation skills and assessment techniques. [R-1]

Prerequisite: CPR Certification, 61101, 31122, 34110, 61103.

Corequisites: 11102, 61104, 61106, 61203, 63106.

61103—Maxillofacial Anatomy and Oral Histology

3 lect., 3 lab., 4 cr. (Fall)

Study of the anatomy, embryology, and histology of the orofacial complex and neck as foundational knowledge for the study of dental hygiene. Detailed anatomy of the teeth and periodontium and anatomy of local anesthesia is provided. Other topics include embryology of the orofacial complex, histology of oral tissues, and the following anatomy: osteology, musculature, circulation, lymphatics, glands, and

cranial nerves of the head and neck region.

Corequisite: 11101, 61101, 31122, 34110

61104—Dental Radiology **2 lect., 3 lab., 3 cr. (Spring)**

Dental Radiology is the application of the principles of radiology in the study of the teeth and their surrounding structures. The students will study in lecture the history and principles of radiation physics, radiation biology, radiation safety, radiographic quality assurance, image theory, and alternative imaging modalities. The laboratory will provide demonstrations and practical application in the fundamentals of intraoral and extraoral radiographic techniques, processing, mounting and interpretation. Throughout the dental hygiene program, students will continue to integrate both didactic and preclinical skills by practical application in the clinic and extended clinical settings. [R-1]

Prerequisite: 31122, 34110, 61101, 61103.

Corequisite: 11102, 61102, 61106, 61203, 63106.

61106—Oral Health Education **2 cr. (Spring)**

Students develop skills in health promotion and disease prevention, focused primarily at the clinical, private practice setting. Topics include principles of client education, communication, psychology of oral health care, client management, oral physiotherapy, client assessment for preventive education and treatment, smoking cessation and prevention, therapeutics and topics in advanced caries prevention and dental hygiene treatment planning. Didactic concepts and clinical application are coordinated with clinical practice. Specific health education/preventive topics are assigned.

Prerequisite: 61101, 31122, 34110, 61103.

Corequisite: 61102, 61104, 61203, 63106.

61107—Pain Management in Dentistry **2 Cr. (Summer I)**

This course is designed to teach the management of pain control through the administration of local anesthetic agents and nitrous oxide/oxygen for conscious sedation. Topics for the course include: related anatomy and physiology, behavioral considerations, pharmacology of the drugs including indications/contraindications for their usage and the treatment of possible complications and/or medical emergencies.

Prerequisite: 31122, 34110, 61101, 61102, 61103, 61104, 61106, 61203, 63106, CPR certification.

61201—Preventive Oral Health Services III

1 lect., 15 lab., 5 cr. (Fall)

Advanced dental hygiene theory and skills are presented in this course and integrated into the clinical experience. Periodontal instrumentation skills including ultrasonic scaling, implant care, and advanced assessment procedures are covered. Emphasis is placed on the implementation and evaluation phases of the Dental Hygiene Process of Care. The role of the dental hygienist in the dental specialty areas of prosthodontics and orthodontics is also included. The student will continue to develop clinical skills, advancing towards beginner level. [R-1]

Prerequisites: 61102, 61104, 61106, 61107, 61203, 63106, CPR certification.

Corequisites: 31111, 61205, 61207, 61209.

61202—Preventive Oral Health Services IV

1 lect., 15 labs., 5 cr. (Spring)

This course is designed to prepare the student to begin dental hygiene practice. The major topics include: Ethical and Legal Considerations of Licensure and Practice, Professional Development and Employment and Practice Management Theory. The clinical experience emphasizes time management and the evaluation phase of the Dental Hygiene Process of Care. Students will continue to develop the knowledge, skills and attitudes necessary to achieve clinical competency. [R-1]

Prerequisites: 31111, 61107, 61201, 61203, 61205, 61207, 61209, CPR certification.

Corequisites: 13110, 25111, 27201, 61206.

61203—Pharmacology 2 cr. (Spring)

The composition, dosage, therapeutic action, use and effects of drugs related to clinical dentistry and dental hygiene are studied.

Prerequisite: 31122, 34110, 61101, 61103, 61104, 61107.

Corequisite: 61102, 61104, 61106, 63106.

61205—Oral Pathology 2 cr. (Fall)

The study of the branches of biologic sciences dealing with the nature of disease, its causes, processes and effects with an emphasis on the manifestations of the disease in the oral cavity. This lecture course integrates both basic and clinical sciences to prepare the dental hygienist to detect, identify, describe and differentiate from normal any abnormalities found in the head and neck region.

Prerequisite: 31122, 34110, 61101, 61102, 61103, 61104, 61106, 61107, 61203, 63106

Corequisite: 31111, 61106, 61207, 61209.

61206—Community Dental Health

1 lect., 3 lab., 2 cr. (Spring)

Students gain understanding of health promotion and disease prevention at the community level. The course focuses on knowledge and skills necessary for various roles in community oral health. Topics include basic epidemiology, assessment tools, dental health education strategies, basic statistical and research concepts, the evaluation of dental literature, application of disease prevention control principles at the community level, and access to care. Participation in field experience is required.

Prerequisite: 31111, 61107, 61201, 61203, 61205, 61207, 61209.

Corequisite: 13110, 25111, 27201, 61202.

61207—Periodontology 2 cr. (Fall)

This course is designed to study the dental specialty of Periodontics and the role of the dental hygienist in the prevention, detection, treatment and maintenance of periodontal diseases. The content of the lectures will be applied to the clinical process of dental hygiene care including assessment, treatment planning, non-surgical periodontal instrumentation, and evaluation of the periodontium during supportive periodontal therapy.

Prerequisite: 31122, 34110, 61101, 61102, 61103, 61104, 61107, 61203, 63106.

Corequisite: 31111, 61201, 61205, 61209.

61209—Dental Bio-Materials and

Advanced Functions

2 lect., 3 lab., 3 cr. (Fall)

The study of structure, properties, uses, manipulation and care of materials used in the prevention and treatment of oral disease. This course will prepare the student to perform to clinical proficiency those functions recognized by the New York State Dental Practice Act for Dental Hygienists. Other functions will be limited to conceptual proficiency. Emphasis will be placed upon the development of independent and inter-dependent decision making skills and applications of these skills to the successful manipulation of dental materials.

Prerequisite: 31122, 34110, 61101, 61102, 61103, 61104, 61107, 61203, 63106.

Corequisite: 31111, 61201, 61205, 61207.

Diagnostic Imaging

Diagnostic Imaging (Diagnostic Imaging Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: An overall cumulative average of 2.00 with a minimum grade of 75% (C) in each Radiologic Technology course is required for progression within and graduation from the Radiologic Technology Program.

72101—Principles of Radiographic Exposure I

3 lect., 2 lab., 4 cr. (Fall)

Introduction to the radiographic environment is presented. Evaluating and viewing radiographs, controlling the quantity and quality of the x-ray beam, controlling scatter, film, screens and grids are presented. [R-1]

72102—Principles of Radiographic Exposure II

3 lect., 2 lab., 4 cr. (Spring)

Advanced concepts of radiographic technique are covered. Physical characteristics of x-ray film and film processing, photographic characteristics of x-ray film, geometry of the radiographic image and technique problems are included.

Prerequisite: 72101 [R-1]

72103—Introduction to Radiography

1 cr. (Fall)

The course provides an overview of radiography and its role in health care delivery. Students are oriented to the academic and administrative structure, key departments, and personnel, responsibilities as students, and to the profession as a whole. Time management learning styles, test-taking strategies, study skills, and other skills necessary to "survive" the freshman year are discussed. [R-1]

72104—Radiation Protection **1 cr. (Spring)**

The course presents general methods in radiation protection when exposing patients to ionizing radiation. Skills and knowledge critical to the safety of the patient and radiographer are emphasized. Demonstration of such is required of all students. [R-1]

72105—Radiographic Positioning I

3 lect., 2 lab., 4 cr. (Fall)

Basic concepts of positioning. Nomenclature of positioning, instruction and practice in

positioning of extremities, shoulder girdle, hip joint, pelvic girdle, chest and abdomen. [R-1]

72106—Radiographic Positioning II

3 lect., 2 lab., 4 cr. (Spring)

Radiographic lines and points of the skull; instruction and practice in positioning of cranium, facial bones, mandible, nasal bones, paranasal sinuses, spine, digestive, urinary systems and mammography. [R-1]

Prerequisite: 72105.

72110—Clinical Practicum I

1 lect., 15 lab., 1 cr. (Spring)

This course gives the student an opportunity to apply those concepts learned in lecture and lab in the clinical setting. Students have a chance to participate in general, barium enema, upper gastrointestinal, intravenous pyelogram, mobile, and trauma radiographic procedures. [R-1]

72111—Clinical Practicum II

1 lect., 39 lab., 2 cr. (Summer)

A continuation of Clinical Practicum I plus operating room.

Prerequisite: 72110. [R-1]

72112—Clinical Practicum III

1 lect., 23 lab., 1.5 cr. (Fall)

A continuation of Clinical Practicum II plus Computed Tomography and special radiographic procedures.

Prerequisite: 72111. [R-1]

72205—Methods of Patient Care 1

2 lect., 2 lab., 2 cr. (Fall)

An introduction to the care of patients in the clinical setting. This course includes: patient assessment, history taking; body mechanics, patient transfer techniques, medical emergencies, vital signs, infection control, non-aseptic techniques, preparation of medications, injection, patient interactions, and development of the professional self. [R -1]

72206—Methods of Patient Care 2

1 lect., 1 lab., 1 cr. (Spring)

This course is a continuation of 72205 Methods of Patient Care 1. This course includes: medical charting, venipuncture, assisting in the administration of contrast materials, sterile gowning, gloving, patient interaction skills, human diversity, and an overview of medical ethics and law. In addition, patient preparation and placement of EKG leads along with a basic EKG interpretation. [R - 1]

72207—Radiographic Positioning III

2 cr. (Fall)

Introduction to contrast studies including myelography, angiography, bronchography, hysterosalpingography, arthrography and sialography. In addition, advanced skull radiography is included. [R-1]

Prerequisite: 72106.

72208—Radiographic Pathology

3 cr. (Fall)

The disease processes of the body systems and related radiographic techniques are emphasized. Cross-sectional anatomy is included. [R-1]

72209—Radiographic Physics

4 cr. (Fall)

The course focuses on the principles of x-ray generation, properties of x-rays, x-ray tube, and circuitry. In addition, advanced concepts of image production, are covered. [R-1]

72210—Quality Assurance

1 lect., 1 lab., 1 cr. (Spring)

The course provides an introduction to the evaluation of radiographic systems to assure consistency in the production of quality images. [R-1]

72211—Radiation Biology

2 cr. (Spring)

The biological effects of ionizing radiation and the basic mechanism of short-term and long-term effects of ionizing radiation are covered. [R-1]

72212—Advanced Imaging Modalities

3 cr. (Spring)

The course deals with different modes of imaging the human body. Recent advances in recording media are included. Special attention is given to computed tomography, digital radiography, and magnetic resonance imaging. [R-1]

72213—Clinical Practicum IV

1 lect., 23 lab., 1.5 cr. (Spring)

A continuation of Clinical Practicum III.

Prerequisite: 72112. [R-1]

72214—Clinical Practicum V

1 lect., 39 lab., 2 cr. (Summer)

A continuation of Clinical Practicum IV.

Prerequisite: 72213. [R-1]

72215—Medical Terminology

1 cr. (Spring)

This course is designed to provide terminology for those in the health professions including medical: personnel, transcriptionists, librarians, insurance examiners and the layperson. [R - 1]

Prerequisite: *Placement into 11101*

Physical Examination

Physical examination is required upon admission to the program within a six-month period prior to the beginning of classes in radiologic technology and at the beginning of classes in radiologic technology of the second year. Students will not be allowed in the clinical area without a completed physical examination on file with the College.

Clinical

Radiologic technology clinical courses are competency based and combine classroom theory with practical application. Students complete a series of over 50 competency evaluations as they progress through the program. Completion of these evaluations are required for graduation.

A detailed description of the clinical education requirements, pregnancy policy and costs are available upon request from the program office.

In Clinical Practicums IV and V, a one week evening rotation is required.

Transportation Costs

Students must make their own arrangements, at their own expense, for transportation on days when classes are held off campus at hospital clinical sites.

Uniforms

Radiologic technology student uniform must be worn whenever class meets off campus. The cost of uniforms is the student's responsibility.

Education and Early Childhood Development and Care

(Education Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

Child Developmental Associate credential candidates (CDA) are eligible to take: 71101, 71102, 71104, 71201, 71203 and 71206 without certain prerequisites. See Early Childhood Coordinator. A grade of C (2.00) or better is required in all 71__ courses for progression in the program and graduation with an AAS or Certificate in Early Childhood.

71101—Child Development I

3 cr. (Fall)

This course provides study of human development and behavior from conception to age two. Topics include: heredity, physical growth, sensory and perceptual development, early brain development and research, adult-child interactions, relevant development and learning theories. Up to four (4) hours of directed observation beyond classroom hours are required. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

71102—Child Development II

3 cr. (Spring)

This course continues Child Development I to age 8 years. Additional emphases of study include language, emotional, social, and moral development, typical and exceptional cognitive development, measurement and assessment, self-concept, cultural, family, and secular issues and influences. Up to four (4) hour of directed observations beyond classroom hour are required. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

Prerequisite: 71101

71103—Introduction to Early Childhood / Childhood Education

3 cr.
(Fall, Spring)

For JRTEP students or students in AA/AS Liberal Arts with Foundations of Education/Teaching Careers. This course offers a broad look at the historical, philosophical, and cultural

roots of education in America, focusing on early childhood and childhood, birth through sixth grade. Basics of child development, learning theories, appropriate environments and curricula, educational issues and trends, diversity, multiculturalism, inclusion, family partnership, and the multi-faceted role of the early childhood/childhood professional will be addressed. The NYS Learning Standards and NAEYC guidelines will be included. Twenty-four (24) hours of guided field work at two diverse settings is required. A grade of B- is required in the JRTEP track.

Prerequisite: 11101

71104—Childhood Health and Safety

3 cr. (Fall, Spring)

Topics include: physical and emotional needs of infants and children; development of healthy physical self-concept; chronic and communicable diseases, immunizations; first aid; teething and dental health; accident prevention; recognition and prevention of sexual abuse; identifying problems and screening techniques for vision and hearing; nutritional needs, appropriate menus and meal planning. A grade of C is required to continue and graduate in the AAS/Certificate program.

71105—Preparing to Teach Young Children

2 cr. (Fall)

This course addresses the skills and concepts necessary for the classroom teacher of young children. Emphasis is placed on putting theory into practice. Such topics as daily schedule, lesson planning, transitions, balancing individual and small group work, communication strategies, classroom guidance, evaluation techniques, and portfolio preparation will be included. Personal learning and teaching styles, one's philosophy of excellent education, and developing as a professional will also be examined. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

71107—Mandated Training

1 cr. (Fall/Spring)

This course provides training in both the identification and reporting of child abuse and maltreatment, and in school violence prevention and intervention. Intended primarily for school administrators, teachers, instructional aides, and child care professionals, other mandated reporter categories for whom this course may apply include: all health practitioners, EMTs, foster parents, social workers, law enforcement, probation and parole officers, film and

Education and Early Childhood Development and Care

photographic print processors, clergy, firefighters, animal control and humane society officers, child visitation monitor, and others. Upon successful completion of the course, students will receive State Education Department Certificate forms for use in documenting their satisfactory course work. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

71109—Fundamentals of Early Childhood

Language Arts

3 cr. (Fall)

This course presents the progressive, interwoven development in early childhood of the four language arts: listening, speaking, reading, and writing. Both the natural processes of language arts development and the educator's role in providing a supportive environment will be discussed. Adaptation suggestions for children with disabilities, English as an additional language, or limited literacy experiences will be explored. Learning appropriate techniques will utilize major authors, illustrators, and examples of young children's literature. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

Prerequisite: English 101

71201—Observation and Assessment

2 lect., 2 lab., 3 cr. (Fall)

This interactive course combines the observation and assessment of children, preschool through second grade, in all developmental areas. By using a variety of professional techniques and tools during weekly field work, students will objectively and accurately observe and record children's behavior. Corresponding theory, appropriate practices, environments, and curricula will be related to field work. Use of NAEYC guidelines will be included. Twenty-four (24) hours of field work in diverse settings is required. A grade of C or better is required to continue and graduate in the AAS/Certificate program

Prerequisite: 71101, 71102, 25111.**

71203—Infant and Toddler Development and Curriculum

2 lect., 2 lab., 3 cr. (Spring)

Study, education, and care of children, prenatal through age three, according to basic development principles and current research will be explored. Techniques to stimulate cognitive, language, physical, social, and emotional growth, and to create appropriate environments,

curricula, and care will be studied. Preparation for the diverse roles of the infant/toddler professional are included. Guidelines from NAEYC are used. Thirty-two (32) hours of field work in diverse settings is required. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

Prerequisite: 71101, 71102, 71104, 25111.**

71204—Child Care Curriculum Development and Field Experience I

3 lect., 6 lab., 5 cr. (Fall)

The student gains experience in early childhood through supervised participation in local facilities where, over the course of a year, they take increasing responsibility in the various roles of early childhood professionals. In a weekly seminar/lecture, students discuss their field experiences, and learn to develop early child education curricula including these areas: Art and Creative Experiences, Music, Movement, Physical Activities, Creative Play, Language Arts, Beyond Books, Discipline and Classroom Management*. A grade of C is required to continue and graduate in the AAS program.

Prerequisite: 71101, 71102, 71104, 71201 and permission of Instructor/Coordinator.**

71205—Child Care Curriculum Development and Field Experience II

3 lect., 6 lab., 5 cr. (Spring)

A continuation of 71204 including Blocks, Science, Math, Culturally Inclusive Classrooms, Special Needs Populations, Modern Issues, Transitions, Thematic Webs, Parent Interactions, Professional Preparation.* Requires local site observations beyond college attendance. A grade of C is required to continue and graduate in the AAS program.

Prerequisite: 71204.

71206—Administration and Management of Child Care Centers

3 cr. (Spring)

This course is designed to acquaint advanced students in the early childhood curriculum with practical matters involved in establishing and maintaining an early childhood facility. It includes topics such as determining the need for, and structure of, an early childhood facility; legal requirements for child care centers and staff; child selection and grouping; staff recruitment, development and evaluation; funding and budget management; interactions with parents and community organizations; and an introduction to management techniques. A grade of C or better is required to continue and graduate in the AAS/Certificate program.

Prerequisite: 71101, 71102, 71201, 71204.**

Education and Early Childhood Development and Care - Economics

71208—Home, School and Community: Families and Teachers as Partners

3 cr. (Spring)

This course will address issues in communication, barriers to effective dialogue, active listening, conflict resolution, and classroom expectations of families and teachers. Parenting styles, skills and community, as well as local resources and referrals will be considered. Diversity and multicultural awareness and importance will be stressed and celebrated. A grade of C (2.00) or better is required to continue and graduate in the AAS/Certificate program.

Prerequisite: 71101

Pre/Corequisite: 71102

**NOTE: 71204 and 71205 require documentation of a satisfactory physical examination, negative tuberculin test, chest x-ray as stipulated by state regulations. Fingerprinting and State Clearance Registry forms required.*

*** Students who took 71103 MUST meet with their advisor. Possible waivers MAY be given for certain 71__ courses.*

Economics

(Social Sciences Dept.)

21201—Macro-Economics

3 cr.

(Fall/Spring)

Topics include the central problems of every economic system, individual and family income, business organization and income, fiscal and monetary policy, the national income measurement, the banking system, the business cycle, international economics, and the economic role of government.

Fulfills category A.

21201DL—Macro-Economics

3 cr. (Fall/Spring)

Distance learning course. Topics include the central problems of every economic system, individual and family income, business organization and income, fiscal and monetary policy, the national income measurement, the banking system, the business cycle, international economics, and the economic role of government. Access to course materials, assignments, and other resources are available through the Internet using "Blackboard." Students communicate with the instructor and other classmates via email, and participate in class discussions using "Discussion Board." Testing and group projects are done online. *Fulfills category A.*

21202—Micro-Economics

3 cr.

(Fall/Spring)

Topics include alternative economic systems, wages, interest rent and profits in our society, economic theory of business costs and revenues, determination of price by the forces of supply and demand, the psychological factors in economic behavior, ethics as related to our economic system and the nature of competition in contemporary American business. *Fulfills category A.*

21203—Economic Development

3 cr.

(Fall/Spring)

Economic development is concerned with the efficient allocation of science resources in relationship to sustained economic growth over time with emphasis on such underdeveloped regions of the world as Africa, Asia, and Latin America. The economic, political, historical, cultural and geographical factors which have contributed to economic underdevelopment will be analyzed, and these mechanisms, necessary to bring about improvements for the impoverished populations of these regions will be stressed.

Fulfills category A.

Prerequisite: 21201 or 21202.

Electrical Engineering Technologies

(Technologies Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

51101—Electricity I

3 lect., 3 lab., 4 cr. (Fall)

A study of the fundamentals of DC and AC circuit theory. Topics include DC circuits and network theorems, AC wave forms, capacitance, inductance and complex AC circuits.

Prerequisite: *Completed or concurrent enrollment in 38117, and concurrent enrollment in 11160, or permission of instructor.*

51102—Electricity II

3 lect., 3 lab., 4 cr. (Spring)

A study of filters, three phase systems, AC and DC machinery, diodes, power supplies and power supply design.

Prerequisite: *51101, completed or concurrent enrollment in 38118.*

51104—Digital Electronics I

3 lect., 3 lab., 4 cr. (Spring/Fall EA)

TTL/CMOS families of SSI/MSI/LSI/ VLSI devices such as NAND, NOR, AOI, XOR, flip flops, registers, decoders, encoders, multiplexers, and demultiplexers are studied in both lecture and lab. Binary arithmetic, Boolean algebra, truth tables, and timing waveforms as applied to circuit design is also introduced. Computer Aided Design with AITERA CPLD applications and VHDL.

51113—Basic Programming

1 lect., 2 lab., 2 cr. (Fall)

An introductory course in scientific computer programming with a structured and object-oriented language such as Visual BASIC. Programming techniques include branching, E-notation, looping, input, output, tables (subscripts), arithmetic statements, simulation, multiple branching, functions, matrices, flow charting and documentation.

Prerequisite: *One year of college preparatory mathematics.*

51114—Application Programming

1 lect., 2 lab., 2 cr. (Spring)

An introduction to computer programming

using a structured and object-oriented programming language like C++ and/or Java. Students write programs using algorithms, flow charting, branching, looping, lists, subprograms, data storage/retrieval and system commands. Problems are drawn from introductory numerical methods, modeling, simulation, and logic application areas.

Prerequisite: *One semester of programming in a scientific language such as BASIC or FORTRAN.*

51120—Computer Graphics

1 lect., 2 lab., 2 cr.

Designed to introduce the student with no previous background to computer graphical concepts. Students produce scientific graphics, forms, drawings, text, etc. Topics are chosen from relevant areas such as brochure, chart and form design and production, image manipulation and enhancement; powerful graphical techniques include raster-digital capture and analysis for graphic arts, medical imaging and the sciences; assembling drawings with text and other graphics; image enhancement and restoration. Course projects are chosen and assigned from these areas. Among applications used are Microsoft Office, Photoshop, and Illustrator. Computer experience helpful but not required.

51131—Computer Technology I

(0 lect., 2 lab., 1 cr.)

A basic study of computer components. The student will learn the basics of computer troubleshooting, repair and upgrade.

Prerequisite: *55150*

Corequisite: *55210 or permission of instructor.*

51132—Computer Technology II

(0 lect., 2 lab., 1 cr.)

A basic study of PC operating systems to include DOS, Windows and other current operating systems.

Prerequisite: *51131 or permission of instructor.*

51133—Computer Technology III

(0 lect., 2 lab., 1 cr.)

A study of basic setup and use of software as it relates to PC hardware and troubleshooting. Also an introduction to software such as virus detection, utility software drivers, etc.

Prerequisite: *51132 or permission of instructor.*

51134—Computer Technology IV

(0 lect., 2 lab., 1 cr.)

A study of network techniques using Windows, Linux and others.

Prerequisite: *51133 or permission of instructor.*

Electrical Engineering Technologies

51201—Electronics I

3 lect., 3 lab., 4 cr. (Fall)

A study of basic semiconductor theory, bipolar transistors and FET's, bias circuits, amplifiers, frequency response, diff amps, and an introduction to semiconductor processing.

Prerequisite: 51102.

51202—Electronics II

3 lect., 3 lab., 4 cr. (Spring)

A study of op amp theory, configurations and applications. Circuit design problems are used throughout to emphasize real design situations. Circuit simulation is used to provide a base for prototyping and then bench testing real systems.

Prerequisite: 51201.

51203—Electronic Design

2 lect., 3 lab., 3 cr. (Fall)

A study of semiconductor device physics coupled with semiconductor manufacturing processes (oxidation, masks, photo lithography, etching, doping chem vapor deposition, metalization, etc.). RF plasma systems will also be studied with emphasis on semiconductor manufacturing processes.

Prerequisite: *permission of instructor.*

51204—Research Project in Electronics

2 lab., 1 cr. (Spring)

Hands-on projects in electronics and related areas, and design projects for electronic packaging.

Prerequisite: 51201 and concurrent enrollment in 11161, or permission of instructor.

51208—Microprocessors

3 lect., 3 lab., 4 cr. (Spring)

An in-depth look at assembly language programming. Micro controller applications design and hardware system design will also be covered, including PLC's.

Prerequisite: 51104 and an introductory programming class or permission of instructor.

51209—Instrumentation and Controls

2 lect., 2 lab., 3 cr. (Spring)

A study of basic sensors and transducers, measurement theory, DC and stepper motors, hydraulic and pneumatic components and systems, mechanical linkages, vacuum technology and vacuum systems. A systems approach is used here with emphasis on design, maintenance and troubleshooting.

Corequisite: 51201.

51210—Communication Electronics

2 lect., 2 lab., 3 cr. (Spring)

A study of basic RF systems, digital data techniques and protocols, Internet techniques, web site design, networking and network administration, cellular and PCS, antennas and satellite communications.

Prerequisite: 51201.

51220—Certification Preparation

This course is intended to review curriculum material from previous semesters and help students prepare to take computer certification exams.

Prerequisite: 55176. Corequisite: 55228.

51230—Field Experience in Technology

6 lab., 2 cr.

Students are assigned to a work study experience in an appropriate technology field at an off-campus site or provided with on-campus project work. The particular interests of the students in the field are considered in arranging the field experience. Enrollment by permission of Instructor.

Engineering (Science & Engineering Dept.)

53101—Engineering I

2 lect., 2 lab., 3 cr. (Fall)

An introduction to Engineering as a career with emphasis on communication skills. Topics to be presented include engineering graphics, technical report writing, computer graphics, 3D graphics modeling, 2D physical modeling and introduction to spreadsheets.

Prerequisite: *Concurrent enrollment in 38107 or 38109 or higher.*

53102—Engineering II

2 lect., 2 labs., 3 cr. (Spring)

An introduction to engineering calculations involving the use of the digital computer. A structured object-oriented language such as C++ or Java is taught. Problems are drawn from DC-AC- digital circuit theory, numerical methods. A programming language course where problems are also solved using spreadsheets, math processors circuits modeling program, and visualization applications.

Prerequisite: *Concurrent enrollment in 38107 or 38109 or higher.*

53205—Mechanics I

4 cr. (Fall)

Deals with forces in static equilibrium, including frictional forces. Introduces matrices to solve equations of more than one unknown. Thorough treatment of centroids and second moments. Maximum and minimum second moments; principal axis.

Prerequisite: 35104. Corequisite: 38207.

53206—Mechanics II

4 cr. (Spring)

Kinematics—absolute and relative motion. Force, mass, and acceleration. Work and energy, Impulse and momentum. Mechanical vibrations. Modern use of vector analysis throughout the course.

Prerequisites: 53205 and completed or concurrent enrollment in 38208.

53212—Circuit Theory

3 cr. (Spring)

Sinusoidal analysis of circuits using complex algebra and phasor concept. Average and RMS voltage, current and power. Complex power. Fourier analysis. Series and parallel resonance. Polyphase circuits. Complex frequency. Thevenin's and Norton's Theorem. Superposition theorem.

Prerequisite: 35203.

53214—Thermodynamics

3 cr. (Summer)

A study of the first and second laws of thermodynamics, open and closed energy systems, properties, and unit systems. Includes application to compressors, pumps, turbines, heat exchangers, and nozzles.

Prerequisites: 35104 and 38207.

53216—Engineering Computations

2 cr. (Spring)

A survey of the mathematical methods used in electricity and magnetism, and mechanics. The goal of the course is to introduce the gradient divergence, curl, and Laplacian. Application to the wave equation.

Prerequisites: 38207, completed or concurrent enrollment in 38208.

53218—Materials Science

3 cr. (Fall)

A study of the relationship between the structure and properties of metallic, organic, and ceramic compounds. The physical structure of materials and their limitations are related to use in the areas of science and engineering.

Prerequisite: 34106 and (35104 or 35106).

53220—Solid Mechanics

3 Cr. (Spring)

Analysis of stress and strain due to axial, torsional, thermal and flexural loads; elastic deformation and buckling applied to beams, shafts and columns. The course will address statically determinant and indeterminate problems. The concepts of principal stresses, principal strains and Mohr's Circle will be presented as well as shear and moment diagrams.

Prerequisites: 53205 and 38207

English

English

(English & Foreign Languages Dept.)

11120 and all 200-level English courses fulfill the Humanities requirement for the AA and AS degree. 11120 and 11130 do NOT fulfill the 200-level English requirement.

11030—Basic Writing Skills I

3 lect., 1 lab., 3 units*
(Fall/Spring/Summer)

This course is designed to help students develop very basic writing skills through extensive writing practice. By writing simple narrative and descriptive paragraphs, students learn the composing process and begin to control sentence construction, word choice, fluency, spelling of commonly used words, and end punctuation. A grade of Pass (P) indicates that the student is ready for Basic Writing Skills II. An individually scheduled, weekly lab hour is required in the Writing Center.

Prerequisite: *Placement by the English Dept.*

**Not applicable to associate degrees or certificate programs.*

11040—Basic Writing Skills II **3 units*** (Fall/Spring/Summer)

In this course, students develop the writing skills required to begin college-level composition. Students learn control and development of the paragraph. They review the composing process, as well as word and sentence skills. Students also develop some control of internal punctuation, modifiers, and sentence variety. A grade of Pass (P) indicates that the student is ready for Freshman English I.

Prerequisite: *Placement by the English Dept. or successful completion of 11030.*

**Not applicable to associate degrees, or certificate programs.*

11050—Reading and Study Skills I

3 lect., 1 lab., 3 units*
(Fall/Spring/Summer)

Using high-interest novels and short stories, this course is designed to stimulate an interest in reading and to offer an opportunity to improve and strengthen basic reading skills. In addition, the course introduces basic study techniques which help to increase student's potential for academic success. Much of the course is individualized. A grade of Pass (P) indicates that the student is ready for 11060. An individually scheduled, weekly lab hour is required in the Reading Lab.

Prerequisite: *Placement by the English Dept. or by recommendation of the admissions office.*

**Not applicable to associate degrees, or certificate programs.*

11060—Reading and Study Skills II

3 lect., 1 lab., 3 units*
(Fall/Spring/Summer)

Designed to help students develop the necessary reading and study skills needed for dealing with college-level study. Extensive reading of novels and short stories furthers vocabulary growth and helps develop higher-level comprehension skills, i.e., analysis, synthesis, etc. Study techniques such as note-taking, studying a textbook, exam preparation are also developed. Weekly lab hour is required in the Reading Lab.

Prerequisite: *Placement by the English Dept., recommendation of the Admissions office, or successful completion of 11050.*

**Not applicable to associate degrees, or certificate programs.*

11070—English-As-A-Second Language

3 lect. hrs., 1 lab., 3 units*
(Fall/Spring)

An intensive course in the structure, basic vocabulary, and idioms of the English language. Through exercises, reading, oral and written composition, the student will develop the command of English needed to understand instruction in academic courses. A weekly lab hour is required.

**Not applicable to associate degrees, or certificate programs.*

11101—Freshman English I **3 cr.** (Fall/Spring/Summer)

This first course in the Freshman English sequence introduces college-level writing and revision, construction of expository essays, and research skills. Reading and class discussion center on the formal and informal essay. Research essay is required.

Note: Students who have placed into any developmental reading or writing courses must complete them before taking 11101.

11102—Freshman English II **3 cr.** (Fall/Spring/Summer)

In this second course in the sequence, students learn to read critically, to organize supporting details, and to develop coherent oral and written arguments. Fiction, drama and poetry are used as common texts. An analytical research paper is required. Prerequisite: 11101

11120—Introduction to Mythology**3 cr.**

Introduces the student to the major myths of the Greeks and Romans, examines the definitions and functions of mythology, and attends carefully to several of the most important and influential classical works, including Homer's *Odyssey* and Ovid's *Metamorphoses*. Some research required.

Prerequisite: *Concurrent enrollment in or completion of 11101.*

11130—Journalism—Writing**3 cr. (Spring)**

Journalistic practices and principles are studied, with emphasis on the techniques of writing for the print and broadcast media.

Prerequisite: *11101. (This course counts as a General elective.)*

11160-11161 - Technical Writing Module**3 lab. 1.5 cr.**

Combined with designated program-specific courses, these modules teach students to transfer and apply technical writing skills to particular situations, formats and language requirements of their co-requisite program courses and professional workplace situations. Collaborating with the program course instructor, the technical writing instructor works closely with students to complete customized technical writing assignments through lecture, small group, and individual instruction. Students may earn a maximum of one and a half credits per module. These modules do not fulfill the humanities requirements for the AA degree.

Prerequisite: *concurrent enrollment in a Writing Consultancy-related designated program course; 11101, or concurrent enrollment in 11101, or by permission of the instructor.*

For all of the following electives, 11101 and 11102 Freshman English I and II are the prerequisites of all 200-level courses in English.

11203—World Literature: Ancient World Through The Renaissance**3 cr.**

A survey of world masterpieces from the ancient world through the Renaissance, presenting literature as a reflection of time, place, and thought. Major works are examined in depth. Some research required.

Prerequisite: *11101 and 11102.*

11204—World Literature: Enlightenment to the Modern Age**3 cr.**

A survey of world masterpieces from the Seventeenth to the Twentieth century, presenting literature as a reflection of time, place and thought. Major works are examined in depth.

Some research required.

Prerequisite: *11101 and 11102.*

11205—Drama: Ibsen to O'Neill**3 cr. (Fall)**

A study of the development of modern drama from Ibsen to O'Neill. Some research required.

Prerequisite: *11101 and 11102.*

11206—Drama: Contemporary**3 cr. (Spring)**

A study of contemporary dramatists beginning at the time of Brecht and continuing to the present. Some research required.

Prerequisite: *11101 and 11102.*

11207—English Literature: 14th Through 18th Century**3 cr. (Fall)**

Introduction to the works of significant English prose writers and poets, from the Old English period through eighteenth-century Neo-Classicism. Literary forms, trends, and backgrounds are studied as aids to the development of critical judgment and aesthetic appreciation. Some research required.

Prerequisite: *11101 and 11102.*

11208—English Literature: 19th and Early 20th Century**3 cr. (Spring)**

An introductory study of the works of significant English authors, from the Romantic Movement to the early twentieth century. Critical judgment and aesthetic appreciation are fostered, through consideration of literary forms, trends, and backgrounds. Some research required.

Prerequisite: *11101 and 11102.*

11209—American Literature: To The Civil War**3 cr. (Fall)**

A survey of American literature from the Puritan era through the Romantic Movement presenting literature as a reflection of time, place, and thought. The course emphasizes major authors. Some research required.

Prerequisite: *11101 and 11102.*

11210—American Literature: 1865 to the Present**3 cr. (Spring)**

A survey of American literature from the late nineteenth century to the present, emphasizing literature as a reflection of time, place and thought. Major authors are examined in depth. Some research required.

Prerequisite: *11101 and 11102.*

11211—Creative Writing: Fiction**3 cr. (Fall)**

An advanced writing course designed to help students develop skill in writing fiction. In addition to writing, the student will evaluate the

English

work of fellow students and other assigned works. Study and writing assignments are made on an individual basis. Some research required.

Prerequisite: *11101 and 11102, with grade of C- or higher.*

11212—Creative Writing: Poetry 3 cr. (Spring)

This course provides opportunity for the student to develop skill in writing poetry. Classroom discussions are devoted to both student work and outside readings. Some research required.

Prerequisite: *11101 and 11102, with grade of C- or higher.*

11213—Journalism: Survey of Mass Media 3 cr. (Fall)

A study of journalism theory, emphasizing the principles and the responsibilities that newspapers, radio, and television share in conveying information and in developing public opinion. Writing about the media is required. Some research required.

Prerequisite: *11101 and 11102.*

11215—Shakespeare 3 cr.

A close reading of selected plays and some sonnets, together with lectures on the Elizabethan way of life, the playhouse, and stagecraft. Some research required.

Prerequisite: *11101 and 11102.*

11216—Children's Literature 3 cr.

Survey of children's literature; what makes it last? How did it develop? What does it show about the culture & age that produce it? How does it connect to a child's developmental stages? An adult's? What are representative types of the literature, writers & works? How does it handle special issues like multiculturalism, bias, censorship? Readings include picture books, fairy/folk tales, to fiction (historical, realistic, fantasy); representative writers like "Mother Goose" and Brothers Grimm to Sendak, Potter, Carroll, Lowry. Group and individual projects further explore the field. Some research required.

Prerequisite: *11101 and 11102.*

11217—Film and Literature 3 cr.

A literary approach to cinema, with emphasis on story, plot, theme, characters, and symbols. The relationships between literary works and their screen adaptations are examined. Basic film terminology is considered to assist the student to become a reflective viewer. Some research required.

Prerequisite: *11101 and 11102.*

11220—Women Writers 3 cr.

A survey of the works of representative women writers focusing on human relationships and society from a woman's perspective as revealed in their poetry, drama, and prose. Works by such authors as Bronte, Woolf, Chopin, Mansfield, and O'Connor may be included. Some research required.

Prerequisite: *11101 and 11102.*

11221—Contemporary Short Story 3 cr.

Careful reading, analysis, and interpretation of short stories, emphasizing varied approaches, characteristics and styles, with some attention to development of the form in the 19th century. Some research required.

Prerequisites: *11101 and 11102.*

11222—Contemporary Novel 3 cr.

Careful reading, analysis, and interpretation of several significant novels that vary in style and that suggest how the form has developed during this century. Some research required.

Prerequisites: *11101 and 11102.*

11223—Contemporary Poetry 3 cr.

Careful reading, analysis, and interpretation of poetry, emphasizing varied approaches, characteristics and styles. Some research required.

Prerequisites: *11101 and 11102.*

11225—International Literature: Non-European 3 cr.

A survey of the works of representative international writers. Readings will focus on human relationships and man/woman's place in his/her society as revealed in novels, short stories, non-fiction and poetry. Works by such authors as Rigoberta Menchu, Gabriel Garcia Marquez, Chinua Achebe, Nagib Mahfouz, Jamaica Kincaid and Bharati Mukherjee may be included. Some research required.

Prerequisites: *11101, 11102*

11226—Fantasy Fiction 3 cr.

This course introduces the student to the genre of fantasy fiction, gives background on the major figures in the area, and provides extended attention to the tales, characters, and important topics in either Arthurian Legend or the works of Tolkien. Some research required.

Prerequisites: *11101, 11102*

11230—African-American Literature

3 cr.

Reading and discussion of novels, plays, essays, and poems written by African Americans. Course will include works by authors like Ralph Ellison, James Baldwin, Lorraine Hansberry, Imamu Amiri Baraka, Toni Morrison and August Wilson. Some research required.

Prerequisite: *11101 and 11102.*

11297—Special Studies in Literature

3 cr.

Presented on the sophomore level, this 200-level literature course offers students the opportunity to explore current or emerging topics or types of literature or to focus on specific writers. The particular course options are listed below, may be added to by the department, and are offered on a rotating basis. Some research required.

Prerequisites: *11101 and 11102.*

11297A—Special Studies in Literature:

Science Fiction

3 cr.

A critical survey of science fiction from its earliest beginnings to its most recent forms. Major authors and works will be examined as literature and commentary on their times and their relevance today. Writing about science fiction is required. Major authors may include Wells, Asimov, Heinlein, Vonnegut, Ellison and LeGuin. Some research required.

Prerequisite: *11101 and 11102*

11297B—Special Studies in Literature:

Coming to America

3 cr.

Through fiction, nonfiction, poems and plays, examine the experience of immigrants as they came—and still come—to the U.S. from every country and culture. Individual stories are studied, told by writers representing the range of immigrant origins; authors may range from Yeziarska, Hoffman, Cisneros, Barolini to McCourt, Clifton, Kingston, and others. Reading, discussion, writing connect literature and individual/historical/cultural contexts. Some research required.

Prerequisite: *11101 and 11102*

Field Studies: Travel
(Social Science Dept.)

26205—Field Studies

1 cr.

Students will attend lectures, conduct research, and participate in direct observation at an on-site location of relevant significance to the academic topic of investigation. A minimum of five days will be spent in the field study.

Prerequisite: *Permission of course instructor.*

26210—Cultural/Historical Seminar

1 lect., 3 lab., 2 cr.

Classroom instruction combines with faculty-supervised travel to provide in-depth exposure to a selected geographical region, culture, or historical period. A rigorous, academic investigation of an aspect of the seminar is required. Length of the seminar is approximately two weeks.

Prerequisite: *Permission of course instructor.*

Foreign Languages

Foreign Languages (English & Foreign Languages Dept.)

Elementary level foreign language courses can be used to meet the humanities requirement for the AA and AS degrees if a minimum of two semesters of study of the same language is completed. Only one semester of an intermediate level foreign language course is necessary for humanities credit.

44101—Elementary French I 3 cr.

A beginning study of the language for students who have not previously studied French, or those who have no more than one year of high school French. Although emphasis is placed on the language as it is heard and spoken, reading and writing skills are also developed.

Note: Students who are proficient in French may be placed in a more advanced course.

44102—Elementary French II 3 cr.

Additional practice in conversation is combined with the development of reading and writing skills. Readings pertain to cultural topics.

Prerequisite: 44101 or two years of high school study or placement by the instructor.

44201—Intermediate French I 3 cr.

This course increases the student's ability to use the language through practice in conversation, reading, and writing. It includes a systematic review of the essentials of grammar. Readings pertain to contemporary cultural topics.

Prerequisite: 44102 or instructor placement.

44202—Intermediate French II 3 cr.

Emphasis is given to cultural or literary readings and to free oral expression. Grammatical structures, including the subjunctive, are reviewed.

Prerequisite: 44201 or instructor placement.

44203—Advanced French I 3 cr.

Literary works of twentieth century French authors are studied and oral fluency is further developed through practice in conversation. Grammar is reviewed as needed.

Prerequisite: 44202 or instructor placement.

44204—Advanced French II 3 cr.

Readings in twentieth century prose and poetry are discussed, as well as other topics of cultural interest. Compositions are occasionally

required.

Prerequisite: 44203 or placement by the instructor.

46101-102—Elementary Italian 3 cr.

For beginners. A basic course in grammar, punctuation, conversation, and reading. Contemporary Italian culture is discussed.

46201—Intermediate Italian I 3 cr.

This course increases students' ability to use the language through advanced grammar study and continued reading, writing & speaking. Students do basic review, then study more complex patterns, verb tenses, including subjunctive. Reading, writing and speaking focus on contemporary Italian culture & events.

Prerequisite: 46102 or Instructor Placement.

46202—Intermediate Italian II 3 cr.

This course continues to focus on reading, writing, speaking related to contemporary Italian cultural issues. Advanced grammatical structures, including passive & subjunctives, are presented. Particular emphasis on idiomatic expressions and advanced conversational fluency.

Prerequisite: 46201 or Instructor Placement.

48101—Elementary Spanish I 3 cr.

For beginners or those who have no more than one year of high school Spanish. Emphasis is placed on the language as spoken and heard. Grammar study deals mainly with the formation and use of verbs in the present tense. Situational dialogues serve as the basis for learning pronunciation, vocabulary and idioms.

Note: Students who are proficient in Spanish may be placed in a more advanced course.

48102—Elementary Spanish II 3 cr.

Additional vocabulary and tenses of verbs are introduced until all basic constructions, including the subjunctive, have been examined.

Prerequisite: 48101 or two years of high school Spanish or placement by instructor.

48201—Intermediate Spanish I 3 cr.

Study of the language through a continuation of audio-lingual learning, with emphasis on review of basic grammatical patterns, improvement of reading and writing skills. Reading exercises offer insights into Spanish and Spanish-American culture.

Prerequisite: 48102 or instructor placement.

48202—Intermediate Spanish II 3 cr.

Emphasis is given to advanced grammatical patterns, such as the subjunctive mood and the passive voice. Conversation based on everyday vocabulary is encouraged, to help students develop further their listening and speaking abilities.

Prerequisite: 48201 or instructor placement.

**48203—Spanish Conversation
and Composition** 3 cr. (Fall)

Conversation based on readings chosen for their contemporary colloquial usage of active vocabulary. Students write compositions based on models of Spanish prose or poetry.

Prerequisites: 48201-48202 or three years of high school study or instructor placement.

**48204—Introduction to Spanish
Literature** 3 cr. (Spring)

Masterworks of Spanish and Spanish-American literature are read and discussed in Spanish.

Prerequisite: 48203 or instructor placement.

Geography

(Social Sciences Dept.)

22120 fulfills the mathematics or natural science requirement for the associate degrees. Further, those courses which fulfill the social science requirement for the AA degree are identified by requirement category at the end of the course description.

22110—Human Geography 3 cr. (Fall)

The origin, distribution, differences and ecology of the world's population along with cultural activities are studied. Topics include race, world religions, languages, agricultural and industrial development, and the rise of urban centers as human responses to the physical environment. *Fulfills category C.*

22120—Elements of Physical Geography
3 cr. (Fall/Spring)

The study of the origin and distribution of the major physical features on the earth's surface. Topics include an introduction to globes and maps, earth-sun relationships, weather, climate, land forms, soils and natural vegetation.

22120 fulfills the mathematics and natural science requirement for associate degrees not requiring a lab science. It does not fulfill the social science requirement for any degree.

Geology (Science & Engineering Dept.)

(See also: Physics/Physical Science)

36110—Physical Geology 3 lect., 2 lab., 4 cr.

A study of geologic processes and features with emphasis on plate tectonics. Topics include origin of magma, plutons, volcanoes, earthquakes, metamorphism, sediments, rivers, groundwater, glaciation and Earth's interiors. Laboratory study emphasizes mineral and rock identification and topographic map reading. One field trips is generally taken.

36112—Historical Geology 2 lect., 3 lab., 3 cr. (Spring)

The principles of geological interpretation are emphasized through a study of earth history. Special attention is given to the geological development of North America. Topics include geologic time, paleontology, structural geology, sea-floor spreading and continental drift, and mountain building. labs., include studies of invertebrate fossils, geologic structures and paleogeography. Several field trips are taken.

Prerequisite: 36110.

36120—Environmental Geology 3 cr. (Fall)

A lecture-seminar approach is used in studying selected environmental problems related to geology, such as geologic hazards, waste disposal, energy resources and their recovery, engineering problems, environmental alterations, and land-use planning.

Prerequisite: 36110.

History (Social Sciences Dept.)

23103—U.S. History to 1865 3 cr. (Fall/Spring)

A study of the political, intellectual, economic and cultural development of the United States from earliest colonial settlements to the Civil War. Topics include the Puritan mind, regional cultural patterns, the evolution of constitutional law, the struggle for independence, the Hamiltonian and Jeffersonian perspectives, expansion, slavery, and the Civil War. *Fulfills category A.*

23104—U.S. History Since 1865 3 cr. (Fall/Spring)

Course surveys the Reconstruction Era within the context of the 13, 14, and 15 Amendments, their impacts and interpretations. An examination of the issues inherent in the change from an agrarian to an industrial society, the course focuses on dislocations in rural America, the rise of cities, immigration, and the labor movement. An assessment of twentieth century U.S. participation in world events, and the balance of power between the superpowers and Third World nations are included. *Fulfills category A.*

23105—World History to 1500 AD 3 cr. (Fall/Spring)

This course introduces the student to the major civilizations of the world prior to 1500 A.D. The various civilizations of Europe, Asia, Africa and the Americas are analyzed separately, emphasizing the unique contributions of each. Emphasis is also placed on cross-cultural contacts and connections to illustrate the diversity and unity of the human condition in the world society. *Fulfills category D.*

23106—World History Since 1500 AD 3 cr. (Fall/Spring)

This course traces the major developments of world history since 1500, with special emphasis on the theme of the rise of western European civilizations, its penetration of other cultures around the world, and developments in those cultures as they responded to European expansion. Twentieth century trends and problems including world wars, nuclear weapons, the global economy, overpopulation and other environmental issues are explored. *Fulfills category D.*

23112—Latin American Heritage and History**3 cr. (Spring-evening)**

A survey of pre-colonial and colonial Latin America, including discovery and conquest by the Europeans and the subsequent blending of the civilizations. Emphasis is given to cultural elements of the various races, to the period from 1800 to the present, and to the topics of nationalism and revolutions. *Fulfills category D.*

23120—Africa: Past and Present**3 cr. (Fall-evening)**

A study of the development of the African world from the earliest cultures to the emergence and problems of the modern African states. Close attention is paid to the influences of geography, indigenous cultural systems, and cultural exchanges between Africa and the rest of the world. *Fulfills category D.*

23130—History of African-Americans**3 cr. (Fall/Spring)**

A survey of the cultural and historical background of the African-Americans from their African heritages to their present roles in American society. Former title History of Afro-Americans in the USA. *Fulfills category A.*

23135—The American Civil War and Reconstruction**3 cr. Fall/Spring)**

This course examines political, economic, and social developments in the United States from 1850 to 1877. The causes of increasing sectional tensions leading to succession, the diplomatic, military, and technological aspects of the conflict and the controversies inherent in the reconstruction process will be emphasized.

Liberal Arts or General Elective credit only.

23150—The Greek and Roman World**3 cr. (Fall/Spring)**

A basic history course which provides the beginning student with the fundamental conceptual and factual information necessary for the understanding of our ancient traditions. The course begins with the earliest civilizations of the Middle East but focuses primarily on the histories of Greece and Rome. *Fulfills category D.*

23160—Medieval and Renaissance**Europe****3 cr. (Spring)**

An introductory course which deals with the Medieval and Renaissance periods in European history. The course begins with the post-Roman world and ends with the Protestant Reformation.

Emphasis is on the political, social, cultural, and economic developments of the period. Topics to be considered are feudalism, manorialism, the life of the peasant, monarchy, the development of the nation-state, the medieval church, the Renaissance, Protestantism. *Fulfills category D.*

23165—Science, Technology, and Society**3 cr. (Fall/Spring)**

This course is an introduction to the histories of science and technology and their relationships to global society. Emphasis is placed on the interactions among science and technology and the corresponding economic, social, and political developments rather than on the internal histories of science and technology. Former course number 23190. *Fulfills category D.*

23170—The Age of Revolutions**3 cr. (Fall)**

An introductory course which deals with the important political, economic, social and scientific developments of the seventeenth and eighteenth centuries in Europe. The course begins with the post-Reformation religious wars and carries through the French Revolution of 1789-1795 and the Napoleonic Era. Some topics included are the English Revolution, the Scientific Revolution, the Enlightenment, the Industrial Revolution, urbanization, the rise of the middle class, and political revolution. *Fulfills category D.*

23180—Modern Europe**3 cr.****(Fall/Spring)**

This course begins with the Congress of Vienna and extends to the present time. Some topics considered are nationalism, imperialism, Communism, Fascism, the two World Wars, the Cold War, and united Europe. Emphasis is on the social, economic, cultural, and political developments, centering on the theme of humanity's disillusionment with the promises of earlier generations. *Fulfills category D.*

23201—Modern China and Japan**3 cr. (Fall)**

A study of the modern histories of China and Japan in general with emphasis on the modern period. Topics stressed are religion, social, political and cultural traditions, and the role of both countries in our contemporary world. *Fulfills category D.*

History - Honors Courses

23202—Modern India and Southeast Asia

3 cr. (Spring)

A study of the histories of India and Southeast Asia in general with emphasis on the modern period. Topics stressed are: religion; social, political, and cultural traditions; economic development; the Vietnam War; China and the United States in Southeast Asia. *Fulfills category D.*

23203—The Middle East

3 cr.
(Fall-evening)

The course is a survey of Middle East civilizations. Emphasis is placed upon the major historical, cultural, social and political themes that form the basis for an understanding of the modern Arab world, Israel, and Iran. *Fulfills category D.*

Honors Courses

Permission of Honors Coordinator is required for registration in all Honors courses.

All courses are offered on a rotating basis. See Honors Coordinator.

General Education Courses with Honors Designation:

The honors section of the following regular courses will offer enrichment through alternative texts, outside readings, research projects and abstract concept development beyond the traditional course section. Course objectives include: expand student's ability to analyze and apply concepts to current events, to transcend gender, culture, race and socio-economic issues, to work cooperatively, to communicate effectively and to enhance aspects of leadership qualities.

11101-H—Freshman English I	3 cr.
11102-H—Freshman English II	3 cr.
11120-H—Intro to Mythology	3 cr.
11203-H—World Literature: Ancient World through Renaissance	3 cr.
11203-H—World Literature: Enlightenment to the Modern Age	3 cr.
11209-H—American Literature to the Civil War	3 cr.
13110-H—Fundamentals of Speech Communication	3 cr.
13116-H—Introduction to Radio and Television	3 cr.
21201-H—Macro Economics	3 cr.
23103-H—U.S. History to 1865	3 cr.
23105-H—World History to 1500AD	3 cr.
23106-H—World History since 1500AD	3 cr.
23201-H—Modern China & Japan	3 cr.
25111-H—General Psychology	3 cr.
27220-H—Cultural and Social Anthropology	3 cr.
31109-H—Biology for Today	3 cr.
41101-H—History of Art I	3 cr.
41102-H—History of Art II	3 cr.
42111-H—History of Rock Music	3 cr.
49110-H—Ethics	3 cr.
49201-H—Philosophy	3 cr.
99197-H—Concepts of Physical Wellness	.5 cr.

HONORS SEMINARS:

**19191-H—That Light Bulb Moment:
Studies in Creativity 1 cr.**

This course explores creativity and the creative process from interdisciplinary perspectives. Students will examine various examples of creativity and creators in different contexts. They will also explore their own creativity through exercises, traditional and non-traditional writing assignments, etc. Activities will include a field trip and interpretation of others' works through an individual project designed for the student's particular interest.

**19192-H—1968 Explosions - Social,
Military, Literary 1 cr.**

Divided into three sections, this seminar examines many of the significant events of the year 1968. Section One focuses on the phenomenal social and political upheaval of the time, paying particular attention to the assassinations of Martin Luther King, Jr. and Robert Kennedy and the emergence of pop culture. Section Two focuses on events in the Vietnam War, especially the Tet offensive, the My Lai massacre, and the battle at Khe Sanh. Section Three discusses some of the most important books of the year, including works by Tom Wolfe, James Baldwin, Margaret Atwood, Joan Didion and Gabriel Garcia-Marquez.

19193-H—Ethics and Criminal Justice 1 cr.

This seminar will explore ethical issues in the criminal justice system as faced by law enforcement practitioners and society at large.

19194-H—The Arts in New York City 1 cr.

Through lecture, discussion and participation in metropolitan events, participants will experience and respond to human cultural and creative expression in art, music, architecture and theater. They will keep journals and write short critical responses, leading to a final formal essay on the nature of art and expression. Students will attend up to five major arts events and participate in team-taught, pre- and post-event lectures and discussions. Formerly course 11198-H.

Note: Most events will be on Saturday or Sunday. Students will be responsible for ticket expenses.

19196-H—Latin American Culture 1 cr.

Studies the countries culture and people of Latin American as seen in song, dance, music, art, food, history, architecture and literature.

**19197-H—Viennese Culture and Rise
of Modernism 1 cr.**

This seminar explores, through lecture, guest presentation and student reports, the influence of developments in Vienna 1900 on thought, architecture, art, music, and writing, as well as, politics and our world today.

23196-H—Science and Society 1 cr.

This seminar explores the close relationship between scientific/ technological innovations and society. It examines important innovations relative to the existing political, social, economic and intellectual background and, in turn, how important innovations influence the society from which they came. The topics selected to illustrate these concepts are: The Agricultural Revolution, China's Contributions to Technology, the Scientific Revolution in Early Modern Europe and the Transition from Alchemy to Chemistry.

**23197-H—1900: The End and the
Beginning 1 cr.**

The seminar will explore the architecture, music, philosophy and science that became "modern" in fin-de-siecle Europe and America. The emphasis will be on how the makers of modern culture faced the challenge in finding function and meaning in their world at the turn of their century.

Laboratory Technology

(Laboratory Technology Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: A grade of C- or better is required in all 63—series courses for progression in the program and graduation with an AAS degree in Medical Laboratory Technology. Completion of this AAS degree is a requirement for national certification examinations.

Completed physical examinations must be on file at the college before the student is permitted to enter the clinical affiliate. Students are responsible for their own transportation to and from the clinical affiliate. Drug testing may be required.

63110 fulfills the liberal arts science requirement (without laboratory component) for the associate degrees. 63101 (with laboratory) can be applied to the liberal arts science requirement for associate degrees or the Medical Laboratory Technology program.

63101—Fundamentals of Medical Physiology for MLT Majors I

3 lect., 2 lab., 4 cr. (Fall)

Overview of the ten systems of the human body in health and disease with emphasis on cardiovascular and respiratory physiology of the human. Laboratory exercises relate structure to function. Human materials and models are used. [R-1]

63102—Fundamentals of Medical Physiology for MLT Majors II

3 lect., 2 lab., 4 cr. (Spring)

Examination of function of selected organs in health and disease. In-depth studies of renal, gastrointestinal and endocrine physiology of the human. Laboratory exercises relate system structure with organ function. Human materials and models are used. [R-1]

Prerequisite: 63101.

63103—Introduction to Electron Microscopy

2 lect., 2 cr. (Fall)

This course is intended to acquaint the student with electron microscopy and its applications in the biomedical, material and forensic sciences. The operational design of both transmission and scanning electron microscopes will be considered along with specific applications and techniques related to each. The preparation techniques required to prepare a wide variety of samples for examination will be presented. While this course is primarily lecture-

oriented, laboratory-based demonstrations are an integral component designed to enhance the students' understanding of instrumentation and technique.

63104—Technical Photography

1 lect., 4 lab., 3 cr. (Spring)

This course surveys various techniques of imaging of use in a medical, industrial or research laboratory. This course introduces the proper use of the 35mm camera in a variety of applications: close-up; copy work; microscopic photography. The student learns how photographic emulsions react with light to record images and how these images are processed in the darkroom; development of films and production of enlargement prints. Specialized techniques such as electron microscopy, digital imaging, and quantitative aspects of image analysis are also discussed.

63105—Introduction to Laboratory Science

1 lect., 2 lab., 2 cr. (Fall)

A survey of the career and employment opportunities that utilize laboratory skills. Students have a hands-on experience with major instrumentation employed in laboratories with emphasis on clinical/hospital/research labs.. Lecture topics prepare students for each phase of the laboratory experience.

Corequisite: 11160

63106—Microbiology for Health Professionals

2 lect., 2 lab., 3 cr. (Fall/Spring/Summer)

Overview of bacteria, yeasts, molds, protozoa and viruses in relation to the Allied Health Professions. Lectures deal with host-microorganism relationships. Laboratory includes use of the microscope, culture methods and destruction of micro-organisms. Sterile technique is stressed.

Prerequisite: *One semester of a biological science or Corequisite: concurrent enrollment in 31105.*

63107—Hematology

2 lect., 3 lab., 3 cr. (Spring)

Topics include blood cell formation, function, pathological states both physiological and genetic, hemoglobinopathies, coagulation theory and factors. Laboratory exercises correlate basic tests with lecture topics. Test proficiency is developed utilizing manual and both automated and semiautomated techniques. [R-1]

Corequisite: 11161.

63108—Immunohematology

2 lect., 3 lab., 3 cr. (Fall)

Detailed study of basic concepts of inheritance and heredity with respect to human blood factors. Blood-bank procedures such as typing, immune antibody screening and identification, titre level determination, medicolegal exclusions and transfusion procedures are performed. [R-1]

Prerequisite: 63107.

63109—Phlebotomy

6 lect., 4 lab., 7 cr. (Fall, Spring)

Training in drawing and handling blood samples for laboratory testing in hospitals, doctor's offices, and large service laboratories. Emphasis on approved methods & safety, medical terminology, anatomy, and laboratory procedures. Students are eligible to sit for National Certification Examination upon successful completion of this NAACLS (see page 95 for address) approved course of study. [R-1]

Prerequisite: *Permission of department chair.*

63110—Fundamentals of Medical

Physiology I 3 lect., 3 cr. (Fall)

Overview of the ten systems of the human body in health and disease with emphasis on cardiovascular and respiratory physiology. This course does not include a laboratory component fulfills the liberal arts science requirement for associate degrees.

63201—Instrumentation and Clinical

Applications I 1 lect., 1 cr.

Survey of instrumentation used in laboratories. The basic principles and theories of laboratory instruments will be discussed, as well as clinical instrumentation in relation to hematology, urinalysis and immunohematology.

Prerequisite: *One year of college chemistry.*

63202—Instrumentation and Clinical

Applications II 1 lect., 1 cr.

This course is designed to give the student a broad-based understanding of clinical laboratory instrumentation principles, the process of instrument selection and specific applications of these principles, especially in microbiology, clinical chemistry and immunoassays. Laboratory and hospital information systems, workflow analysis, and economic issues related to instrument selection are also discussed.

Prerequisite: 63201 *Survey of Laboratory Instrumentation*

Corequisite: 63252

63207—Clinical Chemistry I

2 lect., 2 lab., 3 cr. (Fall)

Study of the composition and methods of assay of body fluids. Lecture stresses the physiologic basis of human metabolites in health and disease. Laboratory emphasizes analytical methodologies, basic instrumentation and quality control. Carbohydrate metabolism, NPN, electrolytes and proteins are studied in detail. [R-1]

Prerequisite: 34103, 34104 or 34105, 34106.

63208—Clinical Chemistry II

2 lect., 2 lab., 3 cr. (Spring)

Continued study of the composition and methods of assay of body fluids. Lipids, enzyme kinetics, liver function tests, renal function, cardiac assessment hormone levels and toxicology are discussed in lecture and performed in the laboratory.

Prerequisite: 63207, 63303. [R-1]

63209—General Microbiology

3 lect., 3 lab., 4 cr. (Fall)

Classification, nomenclature and identification of micro-organisms. The physiology of micro-organisms, pathogenic organisms and organisms of economic importance are considered. Industrial microbiology and agricultural bacteriology are included. Laboratory exercises stress sterile technique, staining methods, culture of microorganisms and biochemical tests used in identification. [R-1]

Prerequisite: *One semester of a biological science.*

63212—Clinical Microbiology

2 lect., 3 labs., 3 cr. (Spring)

The identification and quantification of pathologic and non-pathologic organisms encountered in human specimens. Treatment and handling of specimens are discussed. Methods in mycology, parasitology and serology as applicable to the clinical laboratory are taught. [R-1]

Prerequisite: 63209.

63216—Histology

2 lect., 3 lab., 3 cr. (Spring)

The microscopic study of vertebrate cells, tissues and organs, stressing the relationship of structure to function. Laboratory work includes the preparation of stained slides for light microscopic study and study of prepared slides of cells, tissues and organs to enable the student to identify basic tissues. [R-1]

Prerequisite: *One semester of a biological science.*

Laboratory Technology - Massage Therapy

63251—Clinical Training I **6 lab., 2 cr.**

Under the supervision of clinical proctors, students practice medical laboratory techniques.

Prerequisite: 63101, 63102, 63107, 63303. [R-1]

Corequisite: 63201

63252—Clinical Training II **6 lab., 2 cr.**

Continuation of clinical experience. Under the supervision of clinical proctors, students gain additional experience in developing technical skills. [R-1]

Corequisite: 63202, 63208 and 63212, or completion of all professional courses.

63303—Immunology **2 lect., 1 lab., 2 cr. (Fall)**

The immune system; its components, and their functions. Antigen-antibody reactions, cell-mediated immunity, the complement system, and pathological conditions are discussed.

Massage Therapy

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: A grade of C- or higher is required in all 73___ series courses, as well as Anatomy and Physiology I, Anatomy and Physiology II, and Neurobiology in order to progress through, and graduate with an A.A.S. Massage Therapy degree.

NOTE: Students must submit evidence that they have received two one-hour bodywork sessions (Shiatsu, Swedish) from two different NYS Licensed Massage Therapists of their choice, prior to being accepted into the core curriculum. The student is solely responsible for the cost of these sessions and must make payment directly to the massage therapist.

NOTE: Physical examination is required prior to the beginning of classes each August when enrolled in the core Massage Therapy courses.

NOTE: Students must maintain current certification in Standard First Aid and CPR in order to be eligible for the licensing examination.

73101—Massage Therapy I **1 lect., 3 lab., 2 cr. (Fall, aft/eve)**

This course is the first of four procedures courses that serve to provide the student with lecture and laboratory experience in basic massage therapy techniques. Topics for this course include: universal precautions and infection control, vital signs, body mechanics, positioning and draping, medical terminology, and introductory Western Massage techniques. Introductory western massage techniques with the use of oils, lotions, and creams will be taught. The student will learn and become proficient at applying the strokes of effleurage, petrissage, friction, compression, vibration, tapotement and jostling in a fluid manner. Students will experience providing and receiving full body western massage techniques throughout the semester, and by completion, will be comfortable giving a relaxation one hour full body massage. [R-1]

Corequisite: 73103, 73107, 31105.

73102—Massage Therapy II **1 lect., 3 lab., 2cr. (Spring, aft/eve)**

In this second course in a sequence of four procedures courses, students continue to develop their skills in Western Massage techniques. Students will learn how to apply strokes to specific muscles and groups of muscles to work effectively at different levels of tissue from

superficial to deep. Utilizing their knowledge of the body from courses in anatomy and physiology and surface palpation, they will also learn how to work with and against the direction of muscle fibers and fascial sheaths of the body. Introduction to new strokes and techniques such as trigger point and myofascial techniques, muscle stripping, active stretching, reciprocal inhibition, and postural assessment will aid the student in beginning to individualize each clients massage needs. The use of superficial heat and cold modalities as an adjunct to treatment will also be explored. Chair massage techniques, which are used in the corporate setting, will be taught. Students will begin to develop skill in developing the client care plan. [R-1]

Prerequisite: 73101, 73103, 73107, 31105.

Corequisite: 73104, 73105, 73106, 31106.

73103—Introduction to Massage Therapy **3 lect., 3 cr. (Fall, aft/eve)**

This course serves to introduce the massage therapy student to the history of massage, the role of the Massage Therapist, the roles of other health care providers, the American Massage Therapy Association and the code of ethics, the New York State Education Law and Practice Act, development of the therapeutic relationship, patient communication, and medical/legal/ethical considerations as they relate to massage therapy. [R-1]

Corequisite: 73101, 73107, 31105.

73104—Myology **3 lect., 3 lab., 4 credit** **(spring, aft/eve)**

This course serves to provide the student with detailed exploration of the human musculoskeletal and nervous system as they relate to movement. Students will study joint structure and function, muscle structure and function, and specific exploration of the shoulder, elbow, wrist/hand, trunk, hip, knee, and ankle. Students will work in pairs to complete a written and oral myological review of a movement, which will be presented to the class. [R-1]

Prerequisite: 73101, 73103, 73107, 31105

Corequisite: 73102, 73105, 73106, 31106

73105—Surface Anatomy Palpation **1 lect., 3 lab., 2 credit (Spring, aft/eve)**

This course serves to provide the student lecture and laboratory instruction in palpation techniques of the skin, bony landmarks, joint and ligament structures, soft tissue, muscle and tendon structure, vessels, lymph nodes, fascial sheath, abdominal viscera, and body rhythms. [R-1]

Prerequisite: 73101, 73103, 73107, 31105

Corequisite: 73102, 73104, 73106, 31106

73106—Introduction to Eastern Body Work **and Theory** **2 lect., 2 lab., 3 credit** **(Spring, aft/eve)**

This course serves to introduce the student to Eastern Medicine theories of treatment, oriental anatomy and physiology, energy palpation, and meditation practices. Students will explore the Yin and Yang theories, Five Element Theory, Meridian System, and Acupressure Points. [R-1]

Prerequisite: 73101, 73103, 73107, 31105

Corequisite: 73102, 73104, 73105, 31106

73107—Medical Conditions for the Massage **Therapist** **4 lect., 4 credit** **(Fall, aft/eve)**

This course serves to describe specific systems pathology across the life span as they relate to the field of Massage Therapy. [R-1]

Corequisite: 73101, 73103, 31105

73201—Massage Therapy III **3 lect, 3 lab., 4 credit** **(Fall, aft/eve)**

In this third course of four procedures courses, students will explore techniques related to Shiatsu massage or acupressure massage. The techniques are based on the Five Element Theory of which the student will learn sequences of working with Earth, Metal, Water, Fire and Wood elements, proper body mechanics and placement of the body to access the meridians, stretches, transitions, and protocols for each element. They will also develop skills in evaluating areas of the Hara, the back zones, the Mu and Shu points, and the extraordinary vessels. The generation and control cycles that form the foundation of the Five Element Theory will be studied. Students will develop skills in the cultivation and palpation of the Qi. Upon completion of this course, students will perform a one-hour full body Shiatsu Massage (Kata I and II) utilizing the twelve meridians. [R-1]

Prerequisite: 73102, 73104, 73105, 73106, 31106

Corequisite: 73203, 32205, 11160

73202—Massage Therapy IV **3 lect., 3 lab., 4 credit** **(Spring, aft/eve)**

This course is the final course in the sequence of four massage therapy procedures courses in which students continue their study of additional shiatsu techniques, as well as the specialty areas of lymph drainage massage, sports massage, craniosacral therapy, myofascial release, self-care, pregnancy massage, and reflexology. Additional topics in medical massage will also be

Massage Therapy - Mathematics

explored. Upon completion of this course, students will be able to integrate all information regarding the whole system, develop and perform a treatment protocol tailored to the client's needs. [R-1]

Prerequisite: 73201, 73203, 32205
Corequisite: 73204, 73206

73203—Clinical Training I **3 lab., 1 credit** **(Fall, aft/eve/Sat)**

Students perform Western Massage techniques on clients under the supervision of a licensed massage therapist while on campus. Students are required to perform 15 one-hour sessions. Students are responsible for obtaining their own clients and may use a client only twice. Clients are not charged for these sessions. In addition, students develop client intake skills and note writing skills related to client treatment. Safe practice of infection control, hygiene, first aid and safety, and clinic management will be emphasized. [R-1]

Prerequisite: 73102, 73104, 73105, 73106, 31106
Corequisite: 73201, 11160, 32205

73204—Clinical Training II **6 lab., 2 credit** **(Spring, aft/eve/Sat)**

Students perform Eastern and Western Massage techniques on clients under the supervision of a licensed massage therapist while on campus. Students are required to perform 15 one-hour sessions. Students are responsible for obtaining their own clients and may use a client only twice. Clients are not charged for these sessions. Students will also perform 15 mock medical case sessions. In addition, students develop client intake skills, assessment skills, and note-writing skills related to client treatment. Safe practice of infection control, hygiene, first aid and safety, and clinic management will be emphasized. [R-1]

Prerequisite: 73201, 73203, 11160, 32205
Corequisite: 73202, 73205

73205—Contemporary Practice for Massage Therapists **3 lect., 3 credit** **(Spring, aft/eve)**

This course serves to develop the student's skills in exploring career opportunities, developing a business plan and marketing techniques, client record keeping, and professional portfolio. Students also explore medical, fiscal, legal and ethical issues as they relate to Massage Therapy. [R-1]

Prerequisite: 73201, 73203, 32205, 11160
Corequisite: 73202, 73204

Mathematics (Math/Computer Science Dept.)

See course descriptions for restrictions.

38010—Developmental Arithmetic **3 units* (Fall/Spring)**

Designed for students who need a review of arithmetic, including addition, subtraction, multiplication and division of whole numbers, fractions, mixed numbers and decimals. Areas and volumes of geometric figures are investigated. The course is both intended to alleviate mathematics anxiety and avoidance and to develop self-confidence to continue study in mathematics.

Prerequisite: *Math Placement Test.*

**Not applicable to associate degrees, or certificate programs.*

38020—Developmental Algebra **3 units*** **(Fall/Spring/Summer)**

Designed for students who need a review of beginning algebra. Topics include addition, subtraction, multiplication, and division of signed numbers, solutions of linear equations and inequalities, exponents, combining polynomials, literal equations, and applications of linear equations. Students learn to develop skills in reading of mathematics. Concerns about mathematics anxiety and avoidance are confronted and eased.

Prerequisite: 38010 or *Math Placement Test.*

**Not applicable to associate degrees, or other certificate programs.*

38103—Elementary Algebra **3 cr.** **(Fall/Spring/Summer)**

An elementary algebra course. Topics include operations on polynomials and rational expressions, laws of exponents, factoring, graphing of equations and inequalities, and systems of equations. A knowledge of operations on signed numbers and solutions to linear equations is required. Emphasis is placed on developing the skills necessary for further study of algebra.

Prerequisite: 38020 or *Math Placement Test.*

Not open to students who have successfully completed 38104 or higher numbered courses. 38103 may only be used as the liberal arts elective credit in AA, AS, and AS Individual Studies degrees.

38104—Intermediate Algebra **3 cr.** **(Fall/Spring/Summer)**

An intermediate algebra course. Topics covered: absolute value equations and inequalities, additional factoring techniques,

radical expressions, complex numbers, quadratic equations, functions, graphing techniques, coordinate geometry, mathematical modeling, applications and problem solving.

Prerequisite: *C- or better in 38103 or Math Placement Test.*

Not open to students who have successfully completed 38105 or higher numbered courses. 38104 may only be used as math credit in the AA degree and only as elective credit in the AS or AS Individual Studies degrees.

38105—Mathematics for the Liberal Arts 3 cr. (Fall)

A liberal arts mathematics survey course. 38105 and 38106 are independent courses and may be taken in any order, even simultaneously, if desired. Topics are drawn from the areas of sets, logic, rational and real numbers, numeration systems, statistics, probability, patterns of numbers, and modular systems.

Prerequisite: *38104 or Math Placement Test.*

This course is not recommended for students who desire to progress towards the study of calculus. 38105 does not fulfill the 6-8 credits in math required in the AS degree.

38106—Contemporary Mathematics 3 cr. (Spring)

A liberal arts mathematics survey course. 38105 and 38106 are independent courses and may be taken in any order, even simultaneously, if desired. Topics are drawn from the areas of linear programming, network theory, game theory, geometry, matrices, topology, patterns of mathematics, and growth and form.

Prerequisite: *38104 or Math Placement Test.*

This course is not recommended for students who desire to progress towards the study of calculus. 38106 does not fulfill the 6-8 credits in math required in the A.S. degree.

38107—College Algebra 3 cr. (Fall/Spring/Summer)

College Algebra is the first course for students who plan to continue on toward the study of Calculus. Topics include: a thorough treatment of the concept of function and their graphs, linear and quadratic functions, polynomial and rational functions, inverse functions, exponential and logarithmic functions, conic sections, and the binomial formula.

Prerequisite: *C- or better in 38104 or Math Placement Test.*

38108—College Trigonometry 3 cr. (Fall/Spring/Summer)

College Trigonometry is the second course for students who plan to continue on toward the study of Calculus. Topics include trigonometric functions, graphing techniques, right triangle applications, trigonometric identities, inverse functions, oblique triangles, two-dimensional vectors, and complex numbers in trigonometric form.

Prerequisite: *C- or better in 38107 or Math Placement Test.*

38109—Pre-Calculus 4 cr. (Fall/Spring/Summer)

A course designed to review advanced techniques in algebra and trigonometry that are necessary for the study of calculus. The major areas of study are: algebra, manipulations, analytic geometry, exponentials, trigonometry, transforms and problem solving. Former title Essentials for Calculus.

38109 is not open to students who have completed 38107 or 38108.

Prerequisite: *Math Placement Test.*

38111—Foundations of Elementary School Mathematics 3 cr.

This course is designed to provide the student with a clear understanding of the major concepts and skills that are commonly taught in elementary school classes. The primary goals of the course are to enable a student to develop multiple representations and models of mathematical concepts, to become proficient at mathematical problem solving, and to be able to communicate mathematical ideas effectively. The contents of this course can be divided into the following general categories: problem solving, set theory, logic, operations & properties involving different based number systems, number theory, functions, statistics, and probability.

Prerequisite: *C- or better in 38104 OR completion of or placement on math Assessment of 38105 or higher.*

38112—Introduction to Statistics 3 cr. (Fall/Spring/Summer)

This course examines the general elements and principles of statistics used in the fields of education, consumerism, quality control, allied health, physical sciences, & social sciences. Course is broken into two parts; descriptive statistics and inferential statistics. Topics include: methods of summarizing and presenting data; measures of center, spread, and position; probability; binomial probability distribution; normal probability distribution; t-test; chisquare

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test; confidence intervals, hypothesis testing; and linear regression.

Prerequisite: *Completion of 38104 or higher OR placement on Math Assessment of 38105 or higher.*

38114—Introduction to Discrete Mathematics 3 cr. (Spring)

Discrete mathematics deals with the analysis of discontinuous (separate, distinct, unconnected) phenomena. This branch of mathematics provides much of the underlying methodology for the use of computers. This branch of mathematics has applications in the fields of engineering, physical sciences, economics, behavioral sciences, health sciences, and computer science. Topics covered include: Sets, sequences, functions, prime numbers, elementary logic (proofs), relations (Matrices), induction and recursion, counting and an introduction to graphs and trees.

Prerequisite: *C- or better in 38107*

38117—Technical Math I 3 cr. (Fall)

A basic operations approach to the study of algebra and trigonometry for students entering technical programs. Scientific calculators are used for applied problem solutions.

Prerequisite: *38103 or placement test.*

38118—Technical Math II 3 cr. (Spring)

Scientific calculators are used to obtain solutions to logarithmic / exponential equations found in technical programs. Matrices-determinants are used in applications problems. Analytic geometry is taught as an introduction to Technical Math III.

Prerequisite: *38117 or placement test.*

38201—Technical Math III 4 cr. (Fall)

An introductory course in the study of the calculus. Designed primarily for technology students who need to be conversant in the calculus, but who do not require the depth of understanding required of engineering or mathematics majors. Includes many techniques of differentiation and integration, work on applied problems, and an introduction to differential equations and Laplace Transform techniques.

Prerequisite: *38118 or placement test.*

38205—Calculus I 4 cr. (Spring/Fall/Summer)

Analytic geometry topics are introduced as needed to carry out the orderly development of the calculus. Topics include algebraic functions and transformations, trigonometric functions and identities, limits, continuity, derivatives, implicit differentiation, related rate problems, Rolles'

Theorem and Mean Value Theorem, curve sketching (relative min/max, concavity, points of inflection, limits at infinity, horizontal asymptotes), applications of differentiation, differentials, antidifferentiation, the definite integral, sigma notation, and Fundamental Theorem of Calculus.

Prerequisite: *C- or better in 38108, or 38109 or Math Placement Test.*

38206—Calculus II 4 cr. (Spring/Fall/Summer)

A continuation of the calculus which builds on the basic concepts of derivatives and integration to include calculus of exponentials, logarithms, trigonometric functions, inverse trigonometric functions and hyperbolic, the area of a region between two curves, solids of revolution, application problems, integration, Trapezoidal rule, Simpson's Rule, L'Hopital's Rule, Taylor and Maclaurin polynomials, sequences and series, power series, and conics and rotation formula.

Prerequisite: *C- or better in 38205.*

38207—Calculus III 4 cr. (Fall/Spring evening)

Covers three areas of discourse; vector analysis, partial differentiation and multiple integration. The study of vectors includes analysis of vectors in two and three space as well as their development as vector functions. Partial differentiation includes such topics as directional derivatives, gradients, tangent planes, surface extremes, and exact differentials. Multiple integration is used for volumes, surface area, moments, Green's theorem and line integrals.

Prerequisite: *C- or better in 38206.*

38208—Differential Equations and Series 4 cr. (Spring)

The following differential equations topics are covered: equations of first order, linear equations of the second order, operators, successive approximations, interpolation, numerical integration, and Partial Differential Equations. Series topics include Fourier's Series, Gamma and Bessel Functions, and Laplace Transforms.

Prerequisite: *C- or better in 38207.*

38209—Linear Algebra 3 cr. (Fall)

Designed primarily for students planning to specialize in mathematics, computer science, or engineering. Topics include: vectors in R^2 and R^3 systems of linear equations, determinants and matrices, vector spaces, linear independence and basis, linear transformations, eigenvalues and eigenvectors, and diagonalizations.

Prerequisite: *C- or better in 38205.*

Music (Arts & Communication Dept.)

42101—Introduction to Music 3 cr. (Fall/Spring/Summer)

Enjoyment of music through the study of basic musical concepts and acquisition of listening skills. Examines a wide variety of musical styles within their cultural contexts.

42103—History of Western Music to 1750 3 cr. (Fall)

A survey of the music of ancient cultures including Greece and Rome and the Early Christian, Medieval, Renaissance, and Baroque periods. Social, political, historical, and cultural influences are considered. This course includes extensive classroom listening to the music of the great composers culminating in the works of Bach and Handel.

42104—History of Western Music from 1750 3 cr. (Spring)

A survey of the music of the Classical, Romantic, and Twentieth century periods. Social, political, historical and cultural influences are considered. This course includes extensive classroom listening to the music of the great composers from Mozart and Beethoven to contemporary artists.

42105—History of Jazz 3 cr. (Fall/Spring)

A study of jazz from its origin to the present. An examination of the important musicians, styles, and influences through recorded examples of ragtime, blues, Dixieland, swing, bop, progressive jazz, third stream, and contemporary trends.

42111—History of Rock Music 3 cr. (Fall/Spring/Summer)

A survey of rock music from its origins in African-American and Anglo-American folk styles through the present. Examines the entire phenomenon of rock music, its relationship to other musical styles, the influence of social factors on the music, and the influence of the music, in turn, on society.

42112—Fundamentals of Music 3 cr. (Fall/Spring)

This course provides thorough groundwork in the rhythmic, melodic, and harmonic elements of music. It is suggested for students who wish to

major in music but have no background in music theory. Topics include music notation, scales, intervals, and chord construction.

42113—Music Business 3 cr. (Fall/Spring)

An introductory course exploring practical, legal, and procedural problems encountered in the music industry. A variety of career areas are surveyed to provide an orientation for students preparing for a career in music as well as those planning to transfer to four-year programs in the music business and other fields.

42121—Elementary Piano I 2 cr. (Fall/Spring)

Class instruction for beginners with no previous musical training and for those wishing a refresher in piano fundamentals. Emphasizes the development of basic keyboard skills, sight reading, and the use of basic chord patterns.

42122—Elementary Piano II 2 cr. (Fall/Spring)

A continuation of 42121 which concentrates on the performance of more advanced materials. Prerequisite: 42121.

42131—Basic Musicianship I 3 lect., 4 lab., 5 cr. (Fall)

An intensive course designed to enhance comprehension of musical concepts and develop skill in the handling of musical materials. Includes a review of music fundamentals, basic principles of part-writing, harmonization, and analysis. Studies integrate music theory, ear training, keyboard harmony, and sight singing to lay the groundwork for future study.

Corequisite: *enrollment in a piano course.*

42132—Basic Musicianship II 3 lect., 4 lab., 5 cr. (Spring)

A continuation of Basic Musicianship I. Topics include triad inversion, secondary chords in a key, seventh chords, and nonharmonic tones correlated with more advanced ear training, keyboard harmony, and sight singing materials.

Prerequisite: 42131

Corequisite: *enrollment in a piano course.*

42141—Mixed Chorus 0 lect., 2 lab., 1 cr. (Fall/Spring)

This course provides an artistic choral experience for those who enjoy singing. The repertory ranges from major extended choral works to contemporary selections. No audition required. Participation in performances is

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mandatory. Students may repeat course for a total of four credits.

42145—Group Voice I **2 lect., 0 labs., 2 cr (Fall)**

An introductory level course designed to develop vocal potential by learning proper vocal technique, studying musical notation and performing folk, musical theater and art songs in an individual setting.

42146—Group Voice II **2 lect., 0 labs., 2 cr. (Spring)**

An intermediate level course designed to continue individual vocal development by learning advanced vocal technique, increasing musical vocabulary and performing musical theater and foreign language art songs and arias in an individual setting.

Prerequisite: 42145 or permission of instructor.

42147—Madrigal Singers **0 lect., 2 lab., 1 cr. (Fall/Spring)**

A select vocal ensemble that performs a variety of advanced a cappella and accompanied pieces from choral repertoire composed throughout the centuries. Required audition is held the first week of each semester. Participation in concerts is mandatory. Students may repeat course for a total of four credits.

Note: Students not passing audition must withdraw from course.

Corequisite: 42141

42151—Band **0 lect., 2 lab., 1 cr. (Fall/Spring)**

Provides a variety of instrumental experiences for those who enjoy playing a band instrument. The repertoire ranges from classic to popular selections. No audition required, but participation in performances is mandatory. Students may repeat course for a total of four credits.

42153—Orchestra **0 lect., 2 lab., 1 cr. (Fall/Spring/Summer)**

This course will provide a wide variety of instrumental experiences for those who enjoy playing an orchestral instrument. Standard orchestral repertoire will be studied, ranging from light to classical selections. Audition is required. Participation in public performances is mandatory. May be repeated for a total of 4 credits.

42154—Jazz/Commercial Guitar I **2 lect., 0 lab., 2 cr.**

A study of Jazz/Commercial Guitar styles covering nomenclature, modes, diatonic and altered chord voicings, improvisation, chord melody and basic repertoire.

42155—Jazz Improvisation I **2 cr. (Fall)**

Basic techniques of jazz improvisation. Chord usage, scales, arpeggios are used to color standard tunes and strengthen weak progressions. Students are expected to bring their instruments to class and practice assignments at home. Class time is allocated for individual and group instruction and analyzing recorded solos by noted artists.

42156—Jazz Improvisation II **2 cr. (Spring)**

Improvisation approached as spontaneous composition with emphasis on melodic and rhythmic principles. The ability to read music is necessary. Students explore different stylistic approaches to reading and phrasing. Listening, discussion, demonstration and performance are required.

Prerequisite: *Permission of instructor.*

42157—Chamber Ensemble **0 lect., 2 lab., 1 cr. (Fall/Spring)**

A variety of instrumental ensembles will be organized: string, woodwind, brass and combinations. Students may repeat course for a total of four credits.

Prerequisite: *Permission of instructor.*

42159—Jazz Ensemble **0 lect., 2 lab., 1 cr. (Fall/Spring)**

The study of performance of compositions in the jazz idiom. Principles of group performance are presented with emphasis on balance, phrasing, interpretation and other factors important to the development of jazz performance techniques. Participation in performance is mandatory. Students may repeat course for a total of four credits.

Prerequisite: *Permission of instructor.*

42170-42177—Private Instruction **1-2 cr. (Fall/Spring)**

Students are responsible for arranging private music lessons with an instructor approved by the Arts and Communication Department and for paying an additional fee to the instructor. Forms available from the Arts and Communication Department must be obtained during the first week of classes and completed no later than the third week. End-of-semester jury examination is required of all Private Instruction students.

Multiple registration permitted. May be repeated progressively. Special fee.

Prerequisite: *Music major or permission of course coordinator or Department Chair.*

42221—Intermediate Piano I

2 cr. (Fall/Spring)

Materials are drawn from classic, romantic and contemporary composers.

Prerequisite: 42122.

42222—Intermediate Piano II

2 cr. (Fall/Spring)

Emphasis on technique, sight reading, pedaling, phrasing and interpretation.

Prerequisite: 42221.

42223—Advanced Piano I

2 cr. (Fall/Spring)

Materials of medium grade difficulty. Compositions for piano ensemble. Technical studies. Memorization of at least two selections.

Prerequisite: 42222.

42224—Advanced Piano II

2 cr. (Spring)

Materials of increasing difficulty for solo and ensemble.

Prerequisite: 42223.

42231—Advanced Musicianship I

3 lect., 2 lab., 4 cr. (Fall)

Advanced harmony, ear training, sight singing, harmonization at the keyboard and writing of original compositions.

Prerequisite: 42132.

Corequisite: *enrollment in a piano course.*

42232—Advanced Musicianship II

3 lect., 2 lab., 4 cr. (Spring)

A continuation of Advanced Musicianship I. Topics include chorale harmonization, ninth chords, altered chords, modulation to distant keys. Score analysis and composition projects.

Prerequisite: 42231.

Corequisite: *enrollment in a piano course.*

42233—Elements of Arranging

3 cr. (Spring)

Emphasis is placed on the fundamentals of scoring for various instrumental combinations with particular attention to range, color, transposition, and technical capabilities of individual instruments. The course includes planning and writing arrangements for various ensembles with focus on the jazz idiom. Creative projects to be performed when possible by SUNY Orange ensembles.

Corequisite: 42232.

**Nursing
(Nursing Dept.)**

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: A letter, A through F, may immediately follow the last digit of the catalog number; it merely serves to identify course sections on the student's transcript.

Some clinical sites may require background checks and/or drug screening prior to clinical rotation at their facility.

57010—Support Module for Nursing I:

Fundamental 1 unit* (Fall)

This course is designed to assist the student in understanding the principles and practices presented in Nursing I: Fundamentals. Various forms of supplemental material, such as worksheets and case studies, are used to reinforce the information and concepts required of Nursing I students.

Corequisite: *Nursing I: Fundamentals*

* Not applicable to associate degree, or certificate programs.

57020—Support Module for Nursing II:

Fundamentals 1 unit* (Spring)

This course is designed to assist the student in understanding the principles and practices in Nursing II: Fundamentals. Various forms of supplemental material, such as worksheets and case studies, are used to reinforce the information and concepts required of Nursing II students.

Corequisite: *Nursing Fundamentals II*

57030—Support Module for Nursing III

1 unit (Fall)

This course is designed to assist the student in understanding the principles and practices in Nursing III: Caring for the Growing Family. Various forms of supplemental material, such as worksheets and case studies, are used to reinforce the information and concepts required of Nursing III students.

Corequisite: *Nursing III: Caring for the Growing Family*

Nursing

57040—Support Module for Nursing IV

1 unit (Spring)

This course is designed to assist the student in understanding the principles and practices in Nursing IV: Physical and Mental Illness. Various forms of supplemental material, such as worksheets and case studies, are used to reinforce the information and concepts required of Nursing IV students.

Corequisite: *Nursing IV: Physical and Mental Illness.*

57101—Nursing I: Fundamentals

4 lect., 9 lab., 7 cr. (Fall)

This student introduces students to the various roles of the associate degree nurse. This semester the growth and development of the older adult is the focus of study. The physiological and psychological needs of members of this population are introduced. The nursing process, a model for decision making, is presented. The student is guided in the gathering of data, planning and implementation of nursing care. [R-1]

Corequisites: 31105, 63106.

57102—Nursing II: Fundamentals*

6 lect., 12 lab., 10 cr. (Spring)

This course builds on previous knowledge, giving the student further insight into the various roles of the associate degree nurse. The growth and development of the middle adult is the focus of study. The basic needs of the middle adult with a common health problem are introduced. The student uses the nursing process in planning and implementing the client's care.

Prerequisites: 31105, 63106, grade of 75% (C), or higher in 57101, and completed or concurrent enrollment in 31106. [R-1]

57111—Basic Clinical Calculations for Medication Administration I

1 lec., 1 cr. (Fall)

This course introduces the calculations used for the safe administration of oral and parenteral medications in the health care setting. Dimensional analysis is the method used to assist the learner to obtain answers with accuracy.

Prerequisites: *Tested into 38103, Basic Math I, or by permission of the instructor.*

57112—Basic Clinical Calculations for Medication Administration II

1 lec., 1 cr. (Spring)

This course reviews Dimensional Analysis and the conversion between the various systems of measurement. The student will receive

practice in calculating the safe administration of complex oral and parenteral medications in the health care setting. The safe administration of intravenous fluids and medications will be introduced.

Prerequisite: *Completion of 57111 or 57101*

57201—Nursing III: Caring for the Growing Family

4 lect., 9 lab., 7 cr. (Fall)

This course is designed to promote understanding of the various roles of the associate degree nurse related to family development. This semester the growth and development of individual members of the family is studied in relation to their basic needs. The student refines skills in using the nursing process to assess the needs and provide care for the maternity client, as well as the child, in health and illness. [R-1]

Prerequisites: 11101-2, 31106, 63106 and grade of 75% (C) or higher in 57102.

Corequisite: 25110, 37110.

57202—Nursing IV: Physical and Mental Illness*

6 lect., 13** lab., 9 cr. (Spring)

This course prepares the student for entry into practice as an associate degree nurse. The course is structured to promote a secure knowledge base in chronic and complex physical and mental illness that affect individuals of all ages. The student demonstrates skill in using the nursing process to make and evaluate nursing care decisions. [R-1]

Prerequisites: 25110, 37110 and grade of 75% (C) or higher in 57201. *NOTE: A grade of 75% (C) or higher in 57202 is required to graduate with an AAS degree in nursing. An AAS degree in nursing is required for certification to take the National Council Licensure Examination (NCLEX) for Registered Professional Nurse (RN).* **13 weeks.

57203—Nursing V: Transition to Practice

1 cr. (Spring)

This course focuses on the role transition of student to staff nurse. The student will work with a registered nurse preceptor and faculty members as part of a health care team. Emphasis will be placed on the duties and responsibilities of the beginning staff nurse in planning, prioritizing, coordinating and implementing client care activities. The objectives will include increased skill in applying the nursing process, as well as an increased ability to evaluate self-performance and heightened

levels of self-confidence.

Prerequisite: 57101, 57102, 57201, 57202

57205—Pharmacology and the Human Body 3 cr.

An introduction to medications used to maintain health and/or treat diseases and disorders. The course includes beginning concepts in the origins of medications, how commonly used medications act in the body, how they are changed in the body and how their effects are produced. Toxic effects, side effects and adverse reactions to commonly used drugs are included as well as the effects of medications in all stages of human development.

Prerequisite: 31106 or permission of instructor.

57206—Advanced Clinical Calculations for Medication Administration 1 lec., 1 cr. (Fall/Spring)

This course is designed to assist the student to perform the preparation and administration of medications safely in complex and diverse clinical situations. Dimensional analysis is the method used to assist the learner to obtain answers with accuracy.

Prerequisites: 57112 or 57102 or permission of instructor.

79191—Nursing: Process & Writing 1 (Hybrid) 1 lec., 1 cr.

This team-taught course helps Nursing I students to practice applying the Nursing Process and writing skills to workplace documentation. Documentation situations and exercises are specific to Nursing I course and clinical experience. Course begins in Week 7 (Fall semester), meets 1 hr/wk in class, 1 hr/wk online. The instructor team is from the Nursing & English Departments.

Co-Requisite/Pre-Requisite: *Nursing I.*

79192—Nursing & Writing 2 (Hybrid) 1 lec., 1 cr.

This team-taught course helps Nursing students to practice applying the Nursing Process and writing skills to workplace documentation. Documentation situations and exercises are specific to Nursing II and IV course and clinical experience. Instructor team is from both the Nursing & English Departments.

Pre or Co-Requisite: 57102 *Nursing II.*

Physical Examination

Physical examination is required upon admission to the program within a six-month period prior to the beginning of classes in

nursing and at the beginning of classes in nursing of the second year. Students will not be allowed in the clinical area without a completed physical examination on file with the college.

Transportation Costs

Students must make their own arrangements, at their own expense, for transportation on days when classes are held off campus.

Uniforms

Nursing student uniform must be worn whenever class meets off campus.

**All nursing courses combine classroom theory with clinical experience in the hospitals and community agencies throughout the local area.*

Occupational Therapy Assistant

(Occupational Therapy Assistant Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: A grade of C or higher is required in all 62—series courses to graduate with an AAS Occupational Therapy Assistant degree.

Failure to pass 31105 and/or 31106 may prevent progression in the Occupational Therapy Assistant course sequence. Students who fail or withdraw from either of these courses must receive special permission from the Department Chairperson to continue in the program sequence.

Failure to pass the first 11160 course, corequisite to 62101, will prevent progression into second year OTA courses.

62101—Fundamentals of Occupational Therapy I 2 lect., 3 lab., 3 cr. (Fall)

An introduction to occupational therapy with regard to history, development, function, and underlying philosophy. Also, introduction to medical terminology, the allied health professions, and agencies involved in the comprehensive care of the disabled. Field observation in local clinical settings provide an opportunity to observe therapeutic media and applied techniques. [R-1]

Corequisite: 11160.

62102—Fundamentals of Occupational Therapy II

2 lect., 2 lab., 3 cr. (Spring)

This course provides the student with practical experience in a variety of occupational therapy treatment interventions. Includes units on hand function; splinting; kinesiology; functional mobility; training and teaching of occupations; assistive technology; preparatory activity; assessment and evaluation; and biomechanical, cognitive, perceptual, and sensory. [R-1]

Prerequisite: 62101 and 31105.

Corequisite: 62106 and 31106.

62103—Occupational Performance I

3 lab., 1 cr. (Fall)

Emphasis is on the understanding of human occupation and its role in well-being and health. Students engage in a variety of occupations and purposeful activities and analyze them for their

therapeutic qualities and contexts. The impact of disability upon occupational performance is explored. Problem solving is emphasized through completion of a woodworking project. Students are also introduced to professional terminology and constructs based on the Occupational Therapy Practice Framework. [R-1]

Corequisite: 62101

62104—Occupational Performance II

3 lab., 1 cr. (Spring)

Emphasis is on the development of basic skills in a variety of minor crafts including: leather work, copper tooling, frame loom, weaving, mosaics, macrame, rug hooking and paper crafts. Principles of activity analysis, therapeutic application, and group and dyadic presentation techniques are covered. [R-1]

Prerequisite: 31105 and 62103.

Corequisite: 62106.

62106—Medical Conditions 3 cr. (Spring)

Medical, orthopedic, and neurological conditions, commonly referred for occupational therapy treatment are presented in regard to etiology, pathology, and accepted treatment procedures. Medical terminology is stressed. [R-1]

Prerequisites: 62101 and 31105.

Corequisite: 62102 and 62104.

62107—Principles of Occupational Therapy in Geriatrics and Gerontology

2 cr. (Fall)

This course gives the student an understanding of the unique developmental, social, psychological, environmental, and physical needs of older adults. Students learn about such topics as ageism, health care services/settings for older adults, normal aging processes, community agencies serving older adults, pathological conditions associated with aging, falls prevention, environmental safety and modification, occupation and older adults, health promotion, dementia care, depression, low vision, and death and dying. Students also attend a nursing home field visit and conduct an interview with an older adult resident. [R-1]

Corequisite: 62101.

62201—Principles of Occupational Therapy in Pediatrics & Developmental Disabilities

3 cr. (Fall)

The pattern of normal growth and development from birth through adulthood is reviewed during the initial weeks of the course. The student is then introduced to the various conditions that interfere with normal

development, and the occupational therapy treatment techniques used with the developmentally disabled. [R-1]

Prerequisites: 25120, 31105, 62102, 62106.

Corequisite: 62207 and 62203.

62203—Clinical Reasoning Skills

3 lab., 1 cr. (Fall)

The emphasis of this course is on the application of clinical reasoning and problem solving skills to occupational therapy contexts. The students plan and role play treatment interventions related to a variety of clinical cases. Students engage in problem solving by adapting games and electronic switches. They also plan and implement a community project at a local agency/program serving children, adolescents, adults, or older adults. [R-1]

Prerequisite: 62104

Corequisite: 62201, 62205 and 62207

62205—Principles of Occupational Therapy in Mental Health

3 cr. (Fall)

A study of the theoretical basis for occupational therapy treatment techniques in psychiatric disorders. Observation techniques, evaluation, and the therapeutic application of media are stressed. [R-1]

Prerequisite: 62104

Corequisites: 11160 and 25205.

62207—Principles of Occupational Therapy in Physical Disabilities

3 cr. (Fall)

A study of the theoretical basis for occupational therapy treatment techniques in physical disorders. The student is introduced to specific techniques and skills utilized in the area of physical dysfunction. [R-1]

Prerequisite: 62102 and 62106.

Corequisite: 11160, 62201 and 62203.

62217—Clinical Practice I

25 lab., 7.5 cr. (Spring)

This course provides a supervised eight-week clinical experience in an occupational therapy treatment setting. The student may elect to work with the physically disabled, emotionally disabled, or developmentally disabled population. The student is expected to use knowledge and skills, acquired through previous course work, to carry out prescribed treatment programs. Evaluation, treatment intervention, and treatment documentation are the major components of the fieldwork experience. [R-1]

Prerequisites: 62107, 62201, 62205 and 62207.

62218—Clinical Practice II

25 lab., 7.5 cr. (Spring)

This second eight-week clinical experience follows the successful completion of Clinical Practice I and occurs in a setting that services a different population than the first clinical course. Evaluation, treatment intervention, and treatment documentation are the major components of this experience. The student is expected to apply knowledge and skills acquired through course work and the preceding clinical experience. [R-1]

Prerequisite: 62217.

Office Technologies (Business Dept.)

55103—Medical Coding

3 lect., 0 lab., 3 cr. (Fall/Spring)

This course will introduce students to the characteristics and conventions of CPT-4 and ICD-9-CM coding. Format and correct coding practices will be taught. The importance of using accurate coding conventions to maximize reimbursement in the medical office will be stressed.

55106—Keyboarding

.5 lect., 1 lab., 1 cr. (Fall/Spring)

This course concentrates on building skills over a period of one-half semester. Students learn the use of alphabetic and numeric keys. In order to complete the course with a passing grade of C, students will be expected to work at a minimum speed of 20-25 words per minute for three minutes with reasonable accuracy using the touch method (without looking at the keys). This course meets three hours per week for eight weeks.

Students who already have acceptable skill levels, should take the departmental examination for possible waiver of the course. 55107 or higher may be substituted for 55106.

55107—Elementary Computer Keyboarding

1 lect., 4 lab., 3 cr. (Fall/Spring)

The course objective is mastery of the typewriter/computer keyboard. Topics include the parts and functions of the workstation, personal and business letter arrangements, manuscript writings, and basic centering and tabulation problems. For a grade of C on straight copy writings, the student must achieve a minimum speed of 30 words per minute with a maximum of 5 errors on a five-minute writing.

55108—Intermediate Computer Keyboarding

1 lect., 4 lab., 3 cr. (Fall/Spring)

Professional competence is developed in the keyboarding of business documents on a computer using WordPerfect software. Students learn to format business reports, tables, forms, and correspondence with emphasis on correct keyboarding, formatting, and proofreading techniques. For a grade of C on straight copy writings, the student must achieve a minimum speed of 40 words per minute with a maximum of 4 errors on a five-minute writing. Prerequisite: 55107 or placement by department.

55109—Advanced Computer Keyboarding

1 lect., 3 lab., 3 cr. (Spring)

Emphasis is placed on building production skill in the keyboarding of statistical reports, advanced business correspondence with tables, business forms and financial statements, medical reports, and legal forms using word processing software. For a grade of C, the student must achieve minimum speed on straight-copy, five-minute writings of 50 words per minute with a maximum of 3 errors. Prerequisite: 55108.

55124—Legal Documents and Terminology

3 cr. (Spring)

This course presents classroom knowledge in preparing the legal documents used in a legal office setting. They include: pleadings and related documents, separation and dissolution of marriage papers, criminal law papers, wills and trusts, contracts, corporation and partnership forms, and real estate transactions. Students will learn legal terminology as they progress through each topic. They will also develop speed on straight-copy keyboarding.

Prerequisite: 55108 or placement by department.

55202—Business Communications

3 cr. (Fall/Spring)

This course provides a managerial approach toward practice in solving business and professional communication problems, in making decisions involving selection and organization of content and in choosing an appropriate method for presentation of information. The use of technology and collaboration to enhance the effectiveness of business communications is explored. An oral presentation, written business report or proposal, and numerous letters are required.

55204—Office Internship

1 lect., 4 lab., 3 cr. (Spring)

Students work in an approved part-time office position with a cooperating employer. The work assignment is under the dual guidance of the employer and the college coordinator and the student will be evaluated by each. Students are required to attend a weekly one-hour seminar to discuss office procedures and to submit reports on their work experience.

Prerequisites: completion of 55109, 55202, and 55209 plus CQPA of 2.0 or departmental permission.

NOTE: Students must comply with all policies, procedures, and regulations of the internship fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

55206—Records/Information Management **3 cr. (Fall/Spring)**

This is a survey course which provides an overview of records/information management as a system. The role of the records manager and the records management staff within the system are emphasized. Other areas of emphasis include inventories, developing retention schedules, active/inactive records management, archives management, disaster prevention and recovery, and manual preparation. An introduction to Microsoft Access is included.

55207—Transcription Skills **2 lect., 2 lab., 3 cr. (Fall)**

The student transcribes business communications and/or medical and legal documents from a voice transcriber. Emphasis is placed on the rapid production of mailable copy. Office procedures, basic grammar rules, spelling, punctuation, and proofreading are reviewed. Prerequisite: 55108.

55208—Computer Fundamentals for the Office **3 cr. (Fall/Spring)**

The interaction of people, procedures, and technologies which work together to make the office environment efficient and effective is studied. Available technology and methods for evaluating present and future systems are investigated. Topics include: hands-on evaluation of an operating system, Windows 98; use of e-mail; research on the Internet; and the evolution of information processing, telecommunications, and reprographics.

55209—Microsoft Word and PowerPoint **1 lect., 4 lab., 3 cr. (Fall)**

Hands-on instruction in Microsoft Word and PowerPoint is provided to the student. Emphasis is placed on creating, revising, formatting, enhancing, proof reading, printing, and merging of numerous business documents. Decision-making skills are exercised in the selection of formats and procedures. **Preparation for MOUS Certification in Word is available.**

Prerequisite: 55108 or placement by department.

55214—Excel and Access **1 lect., 4 lab., 3 cr. (Spring)**

This course provides hands-on training in the use of Excel and Access. Medical, legal and business projects help students learn to process specialized documents. Group assignments aid in the development of teamwork and decision-making skills.

Preparation for MOUS Certification in Excel and Access is available.

Prerequisite: 55108 or placement by department.

55218—Medical Transcription **2 lect., 2 lab., 3 cr.**

The student transcribes communications documents such as: letters, case histories, medical evaluations, medical reports, and summaries from a voice transcriber. Most medical specialties are included. Emphasis is placed on the correct medical terminology and spelling, medical form format, and rapid production of mailable copy. Office procedures, basic grammar rules, spelling, punctuation, and proofreading are reviewed.

Prerequisite: 55108 or placement by department.

55243—Desktop Publishing **3 cr.**

This course provides the student with the ability to change ordinary text into attractive, professional-looking documents and web pages using design elements such as: font faces, font styles, font sizes, graphics, lines, and spacing techniques, etc. A special individualized project is required using at least five desktop features.

Prerequisite: 55106

Philosophy & Religion

(English & Foreign Languages Dept.)

The following courses in this area fulfill the humanities requirement for the AA and AS degrees: 49110, 49115, 49116, 49201, 49203.

49110—Ethics 3 cr.

The course introduces students to basic ethical theories and explores the values behind moral decision-making. Readings are drawn from classical and modern sources; classroom discussion centers on ethical issues in such areas as medicine, health, business, education, the arts, and law.

Prerequisite: 11101 or concurrent enrollment.

49115—Old Testament 3 cr. (Fall)

The historical background and literature of the Hebrews, with emphasis on the major religious themes and beliefs developed within the context of the history of the Middle East.

49116—New Testament 3 cr. (Spring)

The history and literature of Christianity, and the origins of the early Church, as described in the New Testament.

49201—Philosophy 3 cr.

An introduction to the main questions raised by philosophers concerning knowledge of human nature and the universe. Emphasis is placed on the methods of Western philosophers in their responses to these questions.

Prerequisite: 11101 or concurrent enrollment.

49203—Religious Concepts 3 cr.

The development of world religions from primitive times to the present day. Attention is given to the history and culture of the people whose religions are studied.

Prerequisite: 11101 or concurrent enrollment.

Physical Education/ Exercise Studies/Health

(Health/Physical Education/
Recreation/Exercise Studies Dept.)

NOTE: 58210 and 58170 fulfill the liberal arts requirement for the associate degrees. Courses numbered 58105 through 58232 do not satisfy the Physical Education requirement for graduation.

58105—Introduction to Physical Education 2 cr. (Fall/Spring)

Designed for students interested in careers in physical education or exercise science. Topics include the history of physical education and sport, the objectives of physical education and sport, the meaning of biological fitness, a survey of various programs and their importance, and career opportunities in teaching, coaching, exercise science and sports medicine.

58106—CPR 1 cr. (Fall/Spring)

This course meets twice a week for eight weeks. Methods of dealing with respiratory emergencies and cardiac arrest for the adult, child, and infant are covered in this half-semester course. American Red Cross CPR certification for the Professional Rescuer is granted upon successful completion of requirements.

58107—Infant and Child First Aid and CPR 1 cr. (Fall/Spring)

This First Aid and CPR course presents principles of safety awareness and accident-illness prevention, as well as practice in the techniques of First Aid care for infants and children. American Red Cross certification is granted upon successful completion of requirements.

58150—First Aid and Safety 1 lect., 2 lab., 2 cr. (Fall/Spring)

This responding to emergencies course presents principles of safety awareness and accident-illness prevention, as well as practice in the techniques of first aid care for most common accident and sudden illness situations. American Red Cross certification for responding to emergencies and adult CPR is granted upon successful completion of requirements.

58160—Introduction to Bio-Mechanics of Human Movement

2 lect., 2 lab., 3 cr. (Spring)

A qualitative approach to the principles and components of movement and their application to various forms of movement; daily living, work tasks, sport skills and dance are explored. Emphasis is placed on gaining an understanding of movement as a phenomenon, the forces and human variables that shape it, and the principles to be applied in refining movement behavior.

58170—Substance Abuse and Health

3 cr. (Fall, Spring)

An introduction to substance abuse that considers the physiological and psychological aspects of licit and illicit recreational drugs. Students develop an understanding of the importance and limitations of prescriptive medication.

58180—Stress Management

2 lect., 1 cr. (Fall, Spring)

This course meets twice a week for eight weeks. Stress management is an eight week course that approaches stress as a function of life over which we do have control. Emphasizing the relationship between stress and wellness, classes explore means of intervention to better manage common sources of stress. Course does not satisfy the physical education requirement for the associate degrees.

58210—Contemporary Health

3 cr. (Fall, Spring)

Topics include stress management, violence in society, planning diet and fitness programs, and adapting to aging and dying. Students are able to make informed decisions concerning their personal physical and emotional states of health.

58230—Basic Exercise Physiology

2 lect., 2 lab., 3 cr. (Fall)

Students study the functions of the human body during physical activity. Topics include: physiological responses of the body during exercise in relation to the percentage of body fat, cardiac output, energy expenditure, temperature regulation, gender, and physical working capacity. Laboratory work provides practical experience in assessing human performance.

58232—Physical Fitness and

Exercise Prescription 3 cr. (Spring)

Designed for students interested in the importance of physical fitness in today's mechanical society. This course focuses on the components of physical fitness; the role of fitness in disease prevention; factors that affect individual physical fitness and training levels; and how to evaluate and develop a fitness program according to individual goals, needs, and objectives.

Prerequisite: 58230.

58315—Water Safety Instructor

1 cr. (Spring, Summer)

Covers the skills necessary to teach the following courses: Progressive Swimming Course, Longfellow's Whale Tales, Infant/ Pre-School Aquatic Program, Basic Water Safety, Emergency Water Safety, and Safety Training for Swim Coaches. Course does not satisfy the physical education requirement and requires a minimum of 52 hours to receive certification.

Prerequisite: 1) *Be at least 16 years old at the start of the Instructor course (driver's license or birth certificate as proof), 2) Pass the Instructor Candidate Training certificate or a current American Red Cross Health and Safety instructor authorization, and 3) Successfully pass the precourse written and skills tests.*

**The Written Comprehensive Test is based on information in the American Red Cross Basic Water Safety program (minimum score 80% to meet ARC standards).*

**Skills are based upon a proficiency level equal to the American Red Cross Emergency Water Safety and Level V learn-to-swim program.*

58901—Introduction to Exercise Science

2 cr. (Fall)

The course provides a broad-based introduction to exercise science as an academic discipline which integrates anatomy, biochemistry, epidemiology, molecular biology, physics, physiology and psychology. The course will examine the history of exercise science and its affect on society as well as professional development, relationships to other health care professions, and trends for the future.

Prerequisite: *Placement into 38103*

Physical Education/Exercise Studies

PHYSICAL EDUCATION SKILLS:

**1/2 cr. each, unless otherwise noted,
1/2 semester**

The skills courses are designed for those majoring in Exercise Studies, or the suggested study area of Physical Education. However, any student can enroll in these courses to fulfill the physical education requirement for the associate degree. Skills courses are graded A through F; the grades are based on skill and knowledge level of the material presented. Written tests are required. For physical education courses graded on a pass/fail basis, see 99—Physical Education.

- 58311-6—Archery
- 58321-6—Badminton
- 58331-6—Basketball
- 58337-8—Spinning
- 58391-6—Golf
- 58411-6—Modern Dance
- 58421-6—Racquetball
- 58431-6—Soccer
- 58451-6—Softball
- 58461-6—Intermediate-Advanced
Swimming
- 58195-6—Exercise & Weight Management
- 58197-8—Concepts of Physical Wellness
- 58467-8—Lifeguarding
- 58471-6—Tennis
- 58481-6—Volleyball
- 58483-4—Floor Hockey
- 58512—Baseball
- 58541-2—Jogging
- 58545-6—Weight Training
- 58558-9—Walking for Wellness
- 58561-2—Physical Fitness Assessment
- 58611-6—Fitness Swimming
- 58613-4—Swing/Ballroom
- 58625-6—Self-Defense
- 58767-8—Step Aerobics
- 58792-6—Lab Fitness Assessment

58467-8—Lifeguard Training I **1 cr.**

This course meets twice a week for eight weeks. Trains individuals who have an interest in life-saving skills. Includes the additional skills and knowledge required to develop effective lifeguard systems at swimming pools and waterfronts. Certification will include Lifeguard Training and AED upon successful completion. Satisfies Physical Education requirement.

Prerequisite: *Must be at least 15 years old, swim 500 yards continuously using the front crawl, breaststroke, and side stroke for at least 100 yards each. Must submerge to minimum depth of 7 feet, retrieve a 10 pound object. Must tread water for two minutes using legs only.*

99—Physical Education

1/2 cr. each, 1/2 semester each

All students are required to take “Concepts of Physical Wellness” in order to graduate with an A.A., A.S., or A.A.S. degree from Orange County Community College. In addition, students must choose 1.5 credits from a wide program of activities offered in the following areas: individual sports, team sports, aquatics, gymnastics, dance and physical fitness.

These courses fulfill the physical education requirement. They are graded pass or fail, or students may choose the option of receiving a letter grade. Upon choosing this option, student will have two weeks to decide whether they want to receive a pass/fail or a letter grade for their physical education course. Requirements for both grading procedures will be the same. Students should not postpone taking these courses. To do so may jeopardize their timely graduation. (See course listing below.)*

Repeating Physical Education Courses

A student may take a maximum of one credit of any course in physical education when fulfilling the two-credit graduation requirement. The “Concepts of Physical Wellness” course can only be taken once. A student may repeat a course to change a grade.

Physical Education Credit for Varsity Participation

A student may earn 1/2 credit in 99000 physical education, up to a maximum of 1 credit, when he/she participates in a varsity sport. All student-athletes must complete the season in order to receive credit. In case of injury, the student must have completed no less than 15 hours of participation.

Transfer students who want to receive physical education credit for varsity athletic participation must first fill out an athletic participation transfer form. Forms and information may be received from the Director of Athletics. Transfer students may receive up to 1 credit of physical education depending on their varsity athletic participation.

*Note: Matriculated students who graduated from Police Academies or Correctional Training Academies within the last ten years and have completed 99197-8 “Concepts of Physical Wellness” may request 1.5 P.E. activity credits.

Physical Education/Exercise Studies - Physical Therapist Assistant

Students who have completed basic training in the U.S. armed forces may qualify for two (2) physical education credits. For more information call the Veterans' representative at 845-341-4071.

- 99123—Basketball
- 99141-2—Modern Dance
- 99151-2—Tennis
- 99161-2—Beginning Swimming
- 99181-2—Volleyball
- 99193-4—Stretching for Wellness
- 99195-6—Exercise & Weight Management
- 99197-8—Concepts of Physical Wellness
- 99271-2—Fitness Swimming
- 99331-2—Golf
- 99337-8—Spinning
- 99381-2—Jazz
- 99441-2—Badminton
- 99421-2—Ballet
- 99465—Aquacize
- 99482-3—Floor Hockey
- 99512—Baseball
- 99541-2—Jogging
- 99549—Hiking for Fitness
- 99551-2—Racquetball
- 99557-9—Walking for Wellness
- 99581—Soccer
- 99591—Softball
- 99613-4—Swing/Ballroom
- 99615—Latin Dance
- 99771-2—Aerobic Dance
- 99791-2—Weight Training
- 99821—Self Defense (Co-ed)
- 99825-6—Self Defense
- 99829—Cardio Kickboxing

99197-8—Concepts of Physical Wellness

1/2 credit, 1/2 semester

A theory/discussion course designed to introduce students to the basic fundamental building blocks of physical wellness and how this body of knowledge relates to their own personal wellness. Course focus is on physical wellness which will include the components of physical fitness, exercise, nutrition and weight management, disease prevention, personal safety, stress management, and current consumer issues relevant to physical wellness. This course enables students to begin designing a lifetime personal wellness program that suits their own physical wellness goals and objectives.

Note: 1/2 credit in Concepts of Physical Wellness is a graduation requirement for all A.A. and A.S. degrees offered at Orange County Community College.

Physical Therapist Assistant (Physical Therapist Assistant Dept.)

NOTE: Students must comply with all policies, procedures, and regulations of the internship/fieldwork site. Failure to do so will result in immediate removal from the internship site and automatic failure of the course.

NOTE: A grade of C- or higher is required in all 64-series courses and A&P I and A&P II to graduate with an AAS Physical Therapist Assistant degree.

NOTE: Transportation costs: students must make their own arrangements, at their own expense, for transportation.

NOTE: Physical examination is required prior to the beginning of classes each September. Students will not be allowed to participate in clinical areas without completed physical examinations on file with the college and appropriate current CPR Certification.

64010—Clinical Applications for the PTA Support Module

1 lec, 1 unit* (Fall)

This course is intended to provide a voluntary support module for students enrolled in the first semester of the PTA program.

Corequisite: 11101, 11160, 31105, 64101, 64103, 64105

**Not applicable to Associate Degree or Certificate Programs.*

64013—Kinesiology Support Module

1 lab., 1 unit* (Spring)

This course is intended to provide a voluntary support module in Kinesiology for students enrolled in the PTA Program.

Prerequisite: 31105, 64101, 64103, 64105

Corequisite: 64203

**Not applicable to Associate Degrees or Certificate Programs.*

64101—Physical Therapist Assisting I

3 lect., 3 lab., 4 cr. (Fall)

This is the first in a sequence of four procedures courses. Topics include: vital signs, universal precautions, wound care, proper body mechanics, patient positioning and transfers, medical terminology, documentation, and gait training. [R-1]

Corequisite: 11101, 31105, 64103, 64105.

Physical Therapist Assistant

64102—Physical Therapist Assisting II **3 lect., 3 lab., 4 cr. (Spring)**

In this second course in the sequence of four procedures courses, the basic principles of massage and application of modalities are emphasized, as well as practice of specific skills including massage, hot and cold packs, paraffin, whirlpool, contrast baths, ultrasound, diathermy, electrical stimulation, ultraviolet, infrared and intermittent compression. Principles and procedures related to the Hubbard Tank and therapeutic pool are also presented. Two visits to physical therapy clinics are required. [R-1]

Prerequisite: 31105, 64101, 64103, 64105
Corequisite: 31106, 64203

64103—Introduction to Physical Therapy **1 lect., 1 cr. (Fall)**

An introductory course to Physical Therapy which covers the history, scope of practice, role of the PT and PTA, preferred practice relationship between the PT & PTA, role of other health care providers, communication skills, ethical and legal principles, structure and organization of health care systems, and cultural diversity. Students are required to make two clinical visits (hospital and nursing home) in order to observe current practice. Students must also attend one APTA meeting during the semester. [R-1]

Corequisite: 11101, 31105, 64101, 64105

64105—Medical Conditions for the Physical Therapist Assistant **3 lec., 3 cr. (Fall)**

This course serves to describe specific systems pathology across the life span, including medical/surgical management, as they relate to the field of Physical Therapy. [R-1]

Corequisite: 11101, 31105, 64101, 64103

64201—Physical Therapist Assisting III **3 lect., 3 lab., 4 cr. (Fall)**

In this third course in the sequence of four procedures courses, the principles and techniques of therapeutic exercise are presented. Students study specific neurological, orthopedic, medical, and surgical conditions, and their PT management. [R-1]

Prerequisite: 31106, 64102, 64203
Corequisite: 64204, 64207

64202—Physical Therapist Assisting IV **3 lect., 3 lab., 4 cr. (Spring)**

This course is the final course in a series of four procedures courses in which the students

defines, discusses, and demonstrates more advanced Physical Therapy Treatment techniques. Topics include: joint mobilization, proprioceptive neuromuscular facilitation, lumbar stabilization, pediatrics, cardio-pulmonary rehab, amputee rehab, head trauma rehab, burn rehab. Attendance of two field trips is required. [R-1]

Prerequisite: 11102, 64201, 64204, 64207
Corequisite: 64206, 64208

64203—Kinesiology **3 lect., 3 lab., 4 cr. (Spring)**

A study of basic human motion, emphasizing nervous, muscle and skeletal systems is presented. Analysis of normal and pathological gait patterns is included. [R-1]

Prerequisite: 31105, 64101, 64103, 64105
Corequisite: 31106, 64102

64204—Clinical Education I **16 lab., 3 cr. (Fall)**

Students spend two full days per week in a clinical facility. The actual hours will be determined by the facility and may include evening hours. This assignment is designed to allow students to observe, assist, and acquire skills in application of all procedures studied. [R-1]

Prerequisite: 64102, 64203
Corequisite: 64201, 64207

64206—Clinical Education II **16 lab., 3 cr. (Spring)**

Students spend two full days per week in a clinical facility. The actual hours will be determined by the facility and may include evening hours. This assignment is designed to allow students to observe, assist, and acquire skills in application of all procedures studied. [R-1]

Prerequisite: 64201, 64204, 64207
Corequisite: 64202, 64208

64207—Test and Measurement for the PTA **3 lect., 3 lab., 4 cr. (Fall)**

The principles and techniques of appropriate assessment and measurement skills to assist a supervising physical therapist in monitoring and modifying the plan of care within the limits of practice are presented. Major topics include: ROM, MMT, balance, coordination, sensation, posture, pain and ADL assessment. [R-1]

Prerequisite: 31106, 64102, 64203
Corequisite: 64201, 64204

64208—Contemporary Practice for the PTA
3 lect., 3 cr. (Spring)

This course serves as a culminating course to explore current concepts and trends in Physical Therapy. Legal, fiscal, administrative, professional and ethical issues are explored as they relate to the Physical Therapist Assistant. This course places heavy emphasis on self-directed learning and classroom participation through the use of the Internet, case scenarios, classroom discussion, and independent assignments. Students are required to attend one APTA meeting or continuing education seminar as part of this course. [R-1]

Prerequisite: 64201, 64204, 64207

Corequisite: 64202, 64206

64220—Clinical Education III
40 lab., 3 cr. (Summer I or III)

Students spend six weeks full time working in a clinical facility under the supervision of a physical therapist. This externship provides a comprehensive clinical experience which allows the student to apply all skills acquired to date. The actual hours will be determined by the facility and may include evening hours. [R-1]

Prerequisite: *Completion of course series 64101 through 64208.*

Physics/Physical Sciences
(Science & Engineering Dept.)

(See also: Chemistry, Geology)

Note: The keeping of a laboratory notebook and the writing of formal laboratory reports are required.

35101—General Physics I
3 lect., 3 lab., 4 cr.
(Fall/Spring/Summer I)

This course covers the concepts of classical physics from introductory mechanics through thermodynamics. Topics include: kinematics, Newton's Laws-particle dynamics, statics, fluid statics and dynamics, heat and thermodynamics.

Prerequisite: 38104 or *Math Placement test into 38107.*

35102—General Physics II
3 lect., 3 lab., 4 cr.
(Spring/Summer II)

A continuation of 35101. A treatment of wave motion, harmonic motion and sound, electricity and magnetism, optics, relativity, quantum theory, atomic and nuclear physics.

Prerequisite: 35101.

35103—Physics for Science & Engineering I
3 lect., 3 lab., 4 cr., (Fall)

The science of measurement; vector analysis; rectilinear motion; Newton's laws and their application to particle dynamics, conditions for equilibrium; rotational kinematics and dynamics and angular momentum; conservation of energy; linear and angular momentum; introduction to relativistic kinematics.

Prerequisite: *Completed or concurrent enrollment in 38205 is required.*

35104—Physics for Science & Engineering II
3 lect., 3 lab., 4 cr., (Spring)

A continuation of 35103. Topics include: gravitational theory, atomic physics of Bohr atom; fluid statics and hydrodynamics; oscillations and simple harmonic motion; traveling waves; vibrating systems and sound; temperature and heat measurement, heat transfer, kinetic theory of gases; first and second law of thermodynamics; introduction to nuclear structure.

Prerequisite: 35103, *completed or concurrent enrollment in 38205 is required. A minimum grade of C- in 35103 is required.*

Physics/Physical Science

35105—General Physics I with Calculus

3 lect., 3 lab., 4 cr. (Fall)

A calculus-based course in general physics. The course covers the concepts of classical physics from introductory mechanics through thermodynamics. Topics include: kinematics, particle dynamics, statics, fluid statics and dynamics, thermodynamics.

Prerequisite: 38205.

35106—General Physics II with Calculus

3 lect., 3 lab., 4 cr. (Spring)

A continuation of 35105. A calculus-based treatment of wave motion, electricity and magnetism, optics, relativity, quantum theory, atomic and nuclear physics.

Prerequisite: 35105.

Corequisite: 38206.

35108—Acoustics

2 lect., 2 lab., 3 cr. (Spring)

An introduction to the fundamentals of sound. Topics include: elementary principles of wave motion; analysis of musical sounds from varied sources including voices, instruments, oscillators, synthesizers, and recording media. Emphasis is placed on those factors which permit performer and listener to understand and control musical sounds.

Prerequisite: 38103 or by permission of instructor.

35111—Applied Physics I

2 lect., 2 lab., 3 cr. (Fall)

An introduction to the fundamentals of mechanics, fluids, and heat. Topics include statics, kinematics, dynamics, energy, heat measurement gas laws, pressure, and hydraulics.

Completed or concurrent enrollment in 38117 is required.

35112—Applied Physics II

2 lect., 2 lab., 3 cr. (Spring)

Topics include an introduction to rotation, vibrations, harmonic motion, wave motion, electricity and magnetism, induced EMF, optics, quantum theory, atomic and nuclear physics.

Prerequisite: 35111.

35203—Physics for Science & Engineering III

3 lect., 3 lab., 4 cr., (Fall)

Treatment of electro and magneto-statics, Gauss' Law, Faraday's Law, Ampere's Law; resistance inductance and capacitance applied to circuits. Transient and steady state analysis of RC, RL and RLC circuits. Resonance,

electromechanical analogues; Maxwell's equations, electromagnetic waves and light; geometric and physical optics, gratings and spectra, polarization.

Prerequisite: *Completed or concurrent enrollment in 38207; minimum grade of C- in 35140.*

35204—Modern Physics

3 lect., 3 lab., 4 cr., (Spring)

Study of the development of physics since 1900. Study of waves in light and matter. Includes comparison of Galileo's and Einstein's relativity, relativistic kinematics and dynamics; wave-particle duality, black body radiation and Planck's constant; introduction to quantum theory and wave mechanics; introduction to molecular and solid state physics; atomic structure and the periodic table; nuclear reactions and energy. Elementary particles and the Standard Model; applications to cosmology.

Prerequisite: 35102 or 35106 or 35203

37110—Elements of Chemistry and Physics

2 lect., 2 lab., 3 cr.

A survey of the fundamental principles of chemistry and related physical laws. Only elementary mathematics is used. Topics include: safety in the laboratory, measurement, atomic structure, the periodic table, chemical equations, solutions, electrolytes, acid-base reactions, pH, the gas laws, main organic functional groups, nuclear physics and radioisotopes, and an introduction to mechanics. Not open to students who have successfully completed 34105 or higher numbered chemistry courses.

Prerequisite: *Tested into 38103 or higher or completed 38020.*

37120—Astronomy

2 lect., 3 lab., 3 cr.

The relationship of physical laws to the structure and size of the universe is the means by which the methods of observational astronomy are studied. The role of gravity in the formation of stars, galaxies, and clusters is emphasized. Current study of cosmology is placed in the historical context. Besides observing sessions, the laboratory emphasizes the methods of observational astronomy.

Prerequisite: *Tested into 38103 or completed 38020 or permission of instructor.*

37125—Physical Science: The Physical World

2 lect., 2 lab., 3 cr.

Topics are drawn from the fields of Physics, Chemistry, Geology, Meteorology and Astronomy with emphasis on how the scientific

method guides the various disciplines. Laboratory work enhances and develops the lecture material.

Prerequisite: *Tested into 38103 or completed Developmental Algebra 38020.*

37140—Physical Science: The Environment
2 lect., 2 lab., 3 cr.

A study of the interaction between the physical environment and man. Concepts in natural sciences are introduced as a basis for discussion of current environmental issues. Local environmental issues are discussed.

Prerequisite: *Tested into 38103 or completed Developmental Algebra 38020.*

Political Science

(Social Sciences Dept.)

24101—U.S. Government—National
3 cr. (Fall/Spring)

A survey of the U.S. political system at the national level including treatment of the historical background, central concepts and revisions of the constitutional framework, examination of the presidency, congress, federal bureaucracy, judicial structure and process, political parties, interest groups, the media, and current public issues. *Fulfills category A.*

24102—U.S. Government—State and
Local **3 cr. (Fall/Spring)**

The changing role of state and local governments in America is examined. An emphasis is placed upon what state governments actually do, how they are structured, and the problems they face. Part of the course is devoted to the study of cities and metropolitan areas. *Fulfills category A.*

24110—Introduction to Political
Science **3 cr. (Fall/Spring)**

The course introduces basic concepts used by political scientists such as power, authority, the state, and analyzes major political ideologies of the contemporary world. General types of political systems and components of political systems are explained and compared. Major policy issues, especially those with global significance, are covered in connection with international politics.

Fulfills category D.

24120—International Relations **3 cr. (Fall)**

A study of the principles used to describe the political relations among nations. Topics include the growth of nationalism, imperialism, decolonization, the balance of power concept, the role of international organizations such as the U.N. *Fulfills category D.*

24130—Comparative Governments
3 cr. (Spring)

An introduction to political processes in nations other than the United States. The course uses the comparative method to analyze such topics as political culture, developed vs. developing nations, the organization of governments, political parties, and the operation of interest groups. *Fulfills category D.*

Psychology

Psychology

(Social Sciences Dept.)

25110—Psychology of Adjustment

3 cr. (Fall, Spring, Summer)

An introductory psychology course, with emphasis on understanding the elements of a healthy personality. Topics include dynamics of adjustment the problems that the individual faces in adjusting to family, school, peers and job, and the techniques of readjustment such as counseling and psychotherapy. *Fulfills category B.*

25111—General Psychology I

3 cr. (Fall, Spring, Summer)

The foundations for a scientific understanding of human behavior are examined. Topics include scientific methods, statistical analysis, physiological aspects of behavior, growth and development, conditioning, memory, perception, motivation and emotion. *Fulfills category B.*

25112—General Psychology II

3 cr. (Fall, Spring, Summer)

This course is a continuation of 25111. Topics include personality, consciousness, cognition, intelligence, tests and measurement, psychological disorders, therapies, social psychology and applied psychology. *Fulfills category B.*

Prerequisite: 25111.

25120—Developmental Psychology

3 cr. (Fall, Spring, Summer)

A study of the stages of human development: prenatal, infancy, childhood, adolescence, adulthood, and old age which influence psychological growth and change. *Fulfills category B.*

Prerequisite: 25111.

25121—Child Psychology

3 cr. (Fall, Spring, Summer)

A study of human development and behavior from conception to adolescence. Subjects considered are the interdependence of the emotional, intellectual, social, and physical growth of the child. *Fulfills category B.*

Prerequisite: 25111.

25122—Psychology of Adolescence

3 cr. (Fall, Spring)

A study of growth and adjustment problems of young people and their struggle to attain maturity. Topics include health, personality, home and family, social status, sex and heterosexual relationships, and school problems. This course is designed for secondary education majors and adults working with adolescents. *Fulfills category B.*

Prerequisite: 25111.

25205—Abnormal Psychology

3 cr. (Fall, Spring, Summer)

This course involves the study of past and present understandings of psychological abnormality. Contemporary psychological thinking relative to mental health and individual functioning reveals the range of forms of psychological abnormality. The diagnostic system that is utilized by mental health professionals in this country is examined. Social contexts and consequences of the diagnosis of psychological abnormality are identified. Prerequisites: *completion of six college credits in psychology.*

25206—Psychology of Adulthood

and Aging 3 cr. (Spring)

This course examines the major adjustments faced by the individual from young adulthood through old age. Theories and research evidence concerning developmental changes are emphasized. Attention is given to clinical aspects of old age.

Prerequisite: 25111 with a grade of "C-" or higher.

25210—Social Psychology

3 cr. (Fall, Spring)

A study of group behavior and the influence of groups on the perception, thinking and behavior of the individual. Topics included are: socialization, conflict, attitudes, prejudice and leadership. *Fulfills category B.*

Prerequisite: 25111.

Sociology

(Social Sciences Dept.)

26110—Social Problems

3 cr. (Fall, Spring, Summer)

Using primarily a scientifically and statistically based sociological perspective, a variety of American social problems are examined. Included are the increasing levels of interpersonal violence and other types of deviant behavior, racism and sexism, threat of war, poverty and the welfare system, and the consequences of economic inequality. Analysis of these problems includes description, causative relationships, individual and societal dimensions, and alternative social policy responses. *Fulfills category C.*

26180—Human Sexuality

3 cr.
(Spring)

The sexual aspects of human activity are studied through the disciplines of sociology, psychology, biology, and philosophy. Historical, cross-cultural, and current research form the basis for the development of an individual perspective on human sexuality.

Prerequisite: 25111 or 27201.

26193—Introduction to Human Services

3 cr.

This course is an introduction to the history, theories, policies and methods of human service delivery systems. Designed for those students interested in a career in the helping professions, this course will introduce the student to society's responses to social problems which arise when individuals' basic needs cannot be met independently. Considering both theory and practical application, the class will explore the models and organization and management of human service agencies, the role of client and professional and ethical considerations.

**This course may be used as a liberal arts elective only; it does not fulfill the Social Science requirement for any degree nor any SUNY General Education requirement.*

27201—Introduction to Sociology

3 cr. (Fall, Spring, Summer)

This course explores those forces in our culture and social structure that lie beyond the individual's control or direct awareness,

but which shape what we are, how we behave, and what we think.

Basic sociological concepts are used to develop insights and understanding. Topics such as culture, social structure, socialization, social control, groups, stratification, research methods and statistical analysis are discussed. *Fulfills category C.*

27202—American Society: Order and Change

3 cr. (Spring)

This sociology course examines the tensions and conflicts generated by the struggle for power between the defenders of tradition and the forces of change, research evidence and statistical analysis are used to see how race, class and gender are used as fundamental reference points for understanding how power and resources are distributed in American Society. While a cross-cultural perspective is sometimes used for comparative purposes, the primary focus is on the surging changes that have swept through American institutions since World War II. The American family, schools, economy, political life, military, sports world and religious life will be studied. *Fulfills category C.*

27203—The Family

3 cr. (Spring)

Using a sociological perspective, the institution of the family is analyzed in terms of its relationship to the changing society in which it exists. Of special interest is how these changes affect individuals within families. Topics such as mate selection, sex roles, romance and love, sexuality, communication, conflict violence, divorce and remarriage are discussed. *Fulfills category C.*

Prerequisite: *one course in sociology.*

27204—Race, Ethnicity and Society

3 cr. (Fall, Spring)

This course will explore the basic dynamics and processes of race and ethnic relations from a sociological perspective. Such topics as dominant-minority relations, prejudice, discrimination, assimilation, racism and antisemitism will be explored. The primary focus will be upon American society but examples from other societies will be explored as well; i.e., Brazil, Canada and Eastern Europe.

Prerequisite: *One course in Sociology.*

Theater

Theater

(Arts & Communication Dept.)

14108—Stage Make-Up

2 lect., 2 lab., 3 cr.
(Fall/Spring)

Beginning course in principles, techniques, and materials of theater make-up. Student must purchase a basic stage make-up kit for an additional \$30.00. Play production hours outside of class may be required.

14111—Introduction to Theater

3 cr. (Fall/Spring)

This course explores the process of theatrical creation. Lecture-demonstrations introduce the student to contemporary and historical modes of production. Class projects focus on the collaborative work of the Director, Actor, Designers and support staff. Attendance at theater events is required.

14112—Theater Workshop

3 cr. (Fall/Spring)

A workshop in stage play production. The emphasis is on the "hands on" application of stage craft techniques including stage lighting, stage carpentry, costuming, publicity and house management. Students crew for the department-sponsored play production by putting in 15 hours in addition to regularly scheduled class time. Attendance at three outside play performances is required. Students may repeat the course one time, with the recommendation of the instructor, for a total of six credits.

14115—Acting Fundamentals

3 cr. (Fall/Spring)

Study and practice in principles and techniques of acting; developing the actor's instrument. Exercises, improvisation, scene study, monologues, and audition methods are among the areas studied.

14117—Improvisation for the Theater

3 cr. (Fall/Spring)

This course is an examination of the theory and practice of improvisation as a performing art. Students will learn improvisational theater games and exercises intended to develop the principles of improvisation, particularly in the tradition of Keith Johnstone. The course is intended

to develop skills that supplement the techniques of scripted performance.

16101—Modern Dance I

1 lect., 2 lab., 2 cr. (Fall)

An introduction to modern dance, including analysis of movement in dance technique and improvisation.

16102—Modern Dance II

1 lect., 2 lab., 2 cr. (Spring)

Continued study and practice of basic principles of dance movement.

Prerequisite: 16101.

16110—Performing Arts Seminar 2

lab., 1 cr. Students are exposed to guest lectures and visit dance, music, and theater professionals in work settings. Performance students prepare and present a performance recital at least once each semester. Students may repeat course for a total of four credits.

Prerequisite: *Permission of instructor.*

16201—Advanced Dance I

1 lect., 2 lab., 2 cr.
(Fall)

Students are expected to develop professional proficiency. The course also includes elementary choreography.

Prerequisite: 16102.

16202—Advanced Dance II

1 lect., 2 lab., 2 cr.
(Spring)

Course emphasis is on further development of proficiency in technique, comprehension of principles, and skill in composition.

Prerequisite: 16201.

State University of New York

Orange County Community College is a two-year unit of the State University of New York.

SUNY's 64 statewide campuses bring educational opportunity within commuting distance of virtually all New York citizens and comprise the nation's largest, centrally-managed system of public higher education.

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

SUNY now offers 3,600 academic programs at its Educational Opportunity Centers, two-year colleges, four-year campuses and university and medical centers. Degree opportunities range from two-year associate programs to doctoral studies offered at 12 senior campuses.

Two-year colleges are the largest branch of Higher Education, currently enrolling a majority of all first time college students.

The 30 two-year community colleges operating under the SUNY program play a unique role in the expansion of educational opportunity by:

- providing local industry with trained technicians in a wide variety of occupational curriculums
- providing transfer options to students who wish to go on and earn advanced degrees, and
- providing the community with yet another source for technical and professional upgrading as well as personal enrichment.

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

The State University motto is: "*To Learn—To Search—To Serve.*"

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Drinking Driver Program.....	Rob Larkin
Evening Coordinator-Newburgh Extension Center (Acting)	JoAnne Penzato
Evening Security.....	Edward Kiely
Financial Aid	Rosemary Barrett
Grants - Institutional Advancement.....	Joseph Cutshall-King
Grants and Benefits.....	Eileen Lux
Honors.....	Elaine Torda
Instructional Technology	Kenneth Andrew Conrad
Key Support Services Program	Madeline Torres-Diaz
Learning Assistance Services	Eileen Burke
Recreation Activities	Sharon Ahearn
Student Success Center	Michael Prutsman
Workforce Development Education/NEC	Joan Howard
Comptroller	Roslyn Smith
Comptroller, Assistant	JoAnn Hamburg
Custodial Manager	Richard Broas
Directors:	
Academic Services	Neil Foley
Admissions	Margot St. Lawrence
Athletics	Wayne Smith
Child Care	Fred Sussman
Continuing & Professional Education	Donald Green
Facilities and Administrative Services	R. Michael Worden

Administrative Staff (continued)

Health Services	Mary Mulrooney-Kenny
Learning Resources	Susan Parry
Liberty Partnership.....	Ramona Burton
Security & Safety	John W. Aherne
Student Life	Steve Harpst
Electronics Repair Specialist	Steven J. Holmbraker
Human Resource Officer	Wendy Holmes
Institutional Research and Strategic Planning Officer.....	Lawrence Ferrier
Maintenance Manager	Erik Anderson
Project Director, H.V.A.C. Manager	Michael McCutchen
Technical Assistants:	
Academic	William Ansley Daniel Wise
Athletics	Stacey Morris
Drinking Driver Program	Charlotte Sobanski
Development	Patricia Cregar
Financial Aid	Christine McGraw
Institutional Research.....	Elizabeth Gray
Instructional Media	Steven Grossman
IT Support Specialist II.....	Eric Brosius Artur Charukhchyan Angela Elia Beatrice Wells
Network Specialist	Gary Smejkal Ron Vigliotti

Faculty and Professional Staff

- Sharon Ahearn (1998)
Coordinator—Intramurals & Recreational Activities
B.S., Penn State University; M.S., University of Massachusetts
- Lindsay A. Amodio (1980)
Admissions Counselor, Assistant Professor
A.A., Harriman; B.A., SUNY Geneseo; M.P.S., SUNY New Paltz
- Erik Anderson (1990)
Maintenance Manager
- William Ansley (1991)
Academic Technical Assistant
B.S., M.S., SUNY Buffalo
- Meg Atwood (1985)
Associate Professor—Dental Hygiene
A.A.S., Orange County Community College; B.S., SUNY Empire State College; M.P.S., SUNY New Paltz
- Rosemary Barrett (2000)
Assistant Director—Financial Aid
B.A., Mount Saint Mary College
- Arlin J. Bartlett (1976)
Professor—Electrical Engineering Technology
B.S., M.S., Clarkson
- Paul Basinski (2001)
Assistant Professor—Social Sciences
M.A., B.A., SUNY Buffalo
- Jack Bennett (2001)
Grant Funding Specialist
B.S., Pennsylvania State University
- Harvey Berg (1985)
Associate Professor—Architecture
B.Arch., R.P.I., Reg. Arch., P.E.
- Veronica Blake (2001)
Career Specialist
A.S., Medgar Evers College
- Diane M. Bliss (1992)
Associate Professor—English; Coordinator—Writing Consultancy Project
A.A.S., SUNY College of Environmental Science & Forestry, Syracuse; B.A., Hartwick College; M.A., SUNY Binghamton
- Maria Blon (1991)
Associate Professor—Math/Computer Science
B.A., Penn State University; M.Ed., George Washington University
- J. Daniel Bloomer (2001)
Vice President for Administration
A.A., Orange County Community College; B.A., SUNY New Paltz
- Ann Marie Boffalo (2001)
Instructor—Movement Science
B.S., M.A., Adelphi University
- Janet Boyce
Campus Nurse—Evening
R.N., Orange County Community College; EMT-D
- Helen Marie Boyle (1973)
Professor—Nursing
R.N., B.S., Misericordia; M.A., Columbia
- Diane Bress (1996)
Coordinator—Advertising & Publications
A.O.S., Berkeley College; B.P.S., SUNY Empire State College
- Paul Broadie II (2002)
Associate Vice President—Extension Centers
B.S., Mercy College; M.B.A., Long Island University
- Richard Broas (1990)
Custodial Manager
- Eric Brosius (1999)
IT Support Specialist II
B.S., Slippery Rock University
- Eric G. Brooks (1990)
Associate Professor—Business
A.B., Princeton; M.B.A., University of California at Berkeley
- Melanie Bukovsky (2002)
Advocate for Services to Students with Disabilities
B.A., Mount Saint Mary College
- Eileen Burke (2003)
Coordinator—Learning Assistance Services
B.S., SUNY Geneseo; M.S., Teachers College, Columbia University
- Ramona Burton (1992)
Liberty Partnership Program
B.S., Hampton University
- Elizabeth Bushey (1999)
Coordinator—Alumni & Public Relations
B.A., Fordham University
- Nancy G. Carlson (1993)
Assistant Professor, Chair—Education
A.A., Concordia College; B.A., Concordia Teachers College; M.S., St. John's University
- Jennifer Cavanagh (2003)
Case Manager
B.A., St. Joseph's College
- Vincent Cazzetta (1999)
Vice President for Institutional Advancement
B.S., Fairfield University; M.S., University of Massachusetts
- Artur Charukhchyan (2002)
IT Support Specialist II
B.S., Tbilisi State University
- Catherine Chew (2005)
Vice President for Academic Affairs
B.A., Tennessee Tech University; M.A., Ed.D., Virginia Tech University
- Stephen S. Coccia (1981)
Professor—Psychology
B.A., SUNY Plattsburgh; M.A.C.T., S.C.T., Murray State U., Kentucky; 1989 SUNY Chancellor's Award Excellence in Teaching
- Raymond Collins (2001)
Securing Prosperity Coordinator
B.S., SUNY New Paltz
- Linda Connolly (1988)
Associate Professor, Assistant Chair—Nursing
R.N., B.S., Hunter College; M.S., Pace University
- Kenneth Andrew Conrad (2005)
Coordinator—Instructional Technology
B.A., University of Wyoming; M.S., Dakota State University
- Rosamaria Contarino (1989)
Instructor—Laboratory Technology; Chair, Medical Laboratory Technology Department
B.S., SUNY Albany; M.S., New School for Social Research; MT (ASCP), CLS (NCA)

Faculty and Professional Staff

- Greer Cooper (1997)
Career Center of Orange County—Newburgh
- Diedre Costic (1989)
Associate Professor—Radiologic Technology
B.S., University of Health Sciences;
M.P.S., SUNY New Paltz
- Jean Carlos Cowan (2000)
Instructor—Foreign Languages
B.A., Universidad Javeriana; B.A., M.A. Queens
College
- Paula Crawford (2002)
Instructor—Nursing
B.S., Mercy College; M.S., College of New Rochelle
- Patricia Cregar (1998)
Technical Assistant—Development
A.A.S., Orange County Community College; B.P.S.,
SUNY Empire State College
- Frances Cummins (1988)
Professor—Mathematics
B.A., Mercy College; M.A., Columbia; M.A., City
College of New York
- John Cummins (1968)
Professor—Chair, Science & Engineering
B.A., St. Bonaventure; M.S., Notre Dame; M.A.,
Whitefriars; M.S., Ph.D., Penn State University
- Jamie C. Cupolo (2001)
Retention Counselor
A.A., Rockland Community College; B.A., M.A.,
SUNY New Paltz
- Joseph Cutshall-King (2003)
Coordinator—Grants, Institutional Advancement
B.A., Fordham; M.S., Russell Sage
- Peter M. Cutty (1991)
Assistant Professor—Student Development Counselor
B.A., Rutgers Newark College of Arts & Sciences;
M.A., Montclair State College
- Elaine D'Ambra (1988)
Associate Professor—English
B.A., M.S., SUNY Oswego
- Edgar Dass (1989)
Associate Professor—English
A.A.S., B.A., Murray College; M.A., Punjab
University; M.A., Ed.D., Indiana University
- Joyce Davis (1999)
Assistant Professor—Nursing
A.A.S., Upstate Medical Center; B.S., Utica-Rome
College of Technology; Masters of Nursing, Syracuse
University; Ph.D., Walden University
- Yogi Davis (1974)
Technical Assistant—Movement Science
A.A.S., Orange County Community College; B.S.,
University of Kentucky
- Susan Deer (1983)
Associate Vice President—Health Professions
A.A., Orange County Community College; B.S.,
Brockport; M.S., East Stroudsburg State
- Marie De Fazio (2002)
Technical Assistant—Biology
A.S., Orange County Community College; B.S.
SUNY at Purchase
- Andres Delgado (1991)
Associate Professor—Math/Computer Science
B.A., City College, CUNY; M.E.D., University of
Florida
- Sheila Donnelly (1991)
Associate Professor—English
B.A., Mount St. Mary College; M.A., SUNY New
Paltz
- Barbara Doty (1991)
Professor—English
B.A., Hunter College; M.A., New York University
- Michael Doucette (2003)
Instructor—Movement Science
B.S., B.A., M.S.E., Mount St. Mary College
- Eileen Drabik (1990)
Associate Professor—Nursing
R.N., Queens Hospital Center; B.S., Regents College,
Albany; M.S., Pace University
- James Dutcher (2004)
Associate Vice President—Technology
B.A., Ithaca College; M.S., Syracuse University
- Bernard Dykstra
Administrative Aide—BOSS Center
A.A., Orange County Community College
- Carol Ebbro (2003)
Career Specialist
B.B.A., Baruch College
- Patricia Easley (1985)
Coordinator—Community Services
B.A., SUNY New Paltz
- Angela Elia (2000)
IT Support Specialist II
A.S., Orange County Community College; B.S.,
Dominican College
- Molly Evans (1998)
*Sr. Customer Service Representative—Orange Works
Career Center*
- Abdel Aziz Farah (2002)
Instructor—Social Sciences
B.S., University of Khaartoum; M.A., University of
Leeds, England; Ph.D., Colorado State University
- Lawrence J. Ferrier (1999)
Institutional Research and Strategic Planning Officer
A.S., Orange County Community College; B.S., Pace
University; C.P.A.; M.B.A., Marist
- Melody Festa (1999)
Associate Vice President—Business, Math and Science
B.S., SUNY Albany; M.S., University of Missouri;
Ph.D., Texas Woman's University
- Shirley Figueroa (2001)
*Customer Service Representative—Orange Works
Career Center*
- Barbara Fiorello (1989)
Associate Professor—Business
B.S., Fairleigh Dickinson; M.B.A., Iona College
- Jacqueline Flanagan (1990)
Associate Professor—Mathematics
B.A., College of New Rochelle; M.S.T., Fordham
University

Faculty and Professional Staff

- Lucinda Fleming (2001)
Assistant Professor—Chair—Business Management
A.S., NEO A&M College; B.S., M.A., Oklahoma State University
- Neil Foley (1989)
Director—Academic Services
B.A., Utica College; M.P.S., SUNY New Paltz
- Kirsten Gabrielsen (1999)
Technical Assistant—Biology & Laboratory Technology
A.A.S., Orange County Community College; Authorization, R.M.T., Copenhagen; MLT (ASPC), CLS (NCA)
- Christine Giacchi
Campus Nurse
R.N., Orange County Community College
- Thomas Giorgianni (1991)
Assistant Professor—Computer Information Systems; Chair—Applied Technology
A.A.S., Orange County Community College; B.P.S., SUNY Empire State College; M.S., SUNY New Paltz; C.A.S., SUNY Albany
- James Givant (1984)
Professor—English
B.A., City College of New York; M.A., University of South Carolina
- Grace Gloeckler (1992)
Assistant Professor—Biology
B.S., M.S., Fairleigh Dickinson University
- Christine M. Godwin (1969)
Professor—English; Chair, English & Foreign Languages
B.S., Indiana University of Pennsylvania; M.A., Pittsburgh
- Daryl Goldberg (2000)
Assistant Professor—Business
B.A., Brooklyn College; M.B.A., Adelphi University
- Kenneth W. Graham (1985)
Associate Professor—Criminal Justice/Security
A.A.S., Orange County Community College; B.S., Skidmore College; M.P.A., John Jay College CPP; A.S.I.S., N.Y.S. Lic. Pl.; Inv. NYSP BCI
- Linda Gramm (1995)
Assistant Director—Academic Services
B.S., Marist
- Elizabeth Gray (2000)
Technical Assistant—Institutional Research
A.S., Orange County Community College
- Donald Green (2002)
Director—Continuing and Professional Education
B.S., SUNY Empire State College
- Steven Grossman (1973)
Technical Assistant—Instructional Media
Certificate, RCA Institute; A.A., SCCC; B.S., SUNY Empire State College; M.S., SUNY New Paltz
- Patricia Guallini (1986)
Associate Professor—Chair, Social Sciences (Interim)
A.A., Orange County Community College; B.A., Univ. of Florida; M.S., Drake University
- Edgar Gutierrez (1991)
Assistant Professor—Foreign Languages
M.A., Complutense University of Madrid, Spain
- Jean Halpern (1996)
Assistant Professor—Nursing
R.N., B.S., Mount Saint Mary; M.S., Mercy College
- JoAnn Hamburg (1985)
Assistant Comptroller
A.A.S., Orange County Community College; B.S., M.S., SUNY New Paltz
- Florence Hannes (1978)
Professor—Chair, Occupational Therapy Assistant
B.S., N.Y.U.; M.S., Long Island University
- Margaret Hanson (1991)
Associate Professor—Nursing
R.N., Queensborough CC; B.S., SUNY Utica-Rome; M.S., Russell Sage University
- Steven Harpst (2000)
Director—Student Life
B.A., Utica College of Syracuse University; M.Ed., Alfred University
- Richard Heppner (1988)
Assistant Professor—Media & Communication; Assistant Chair, Arts & Communication
B.A., SUNY at Albany; M.A., New School
- Amy Hillick (2002)
Reference/Circulation Librarian
B.S., SUNY Buffalo; M.L.S., University at Buffalo
- Kenneth S. Hirschel (1986)
Associate Professor—Math/Computer Science
B.S., Fordham University; M.S., Purdue University
- John Hoffman (1993)
Coordinator—Tech Prep
- Steven J. Holmbraker (1992)
Electronic Repair Specialist
A.S., Orange County Community College; B.S.E.E.T., University of Maine
- Wendy Holmes (2000)
Human Resource Officer
A.S., Orange County Community College; B.S., SUNY New Paltz; M.B.A., Mount St. Mary College
- Joan Howard (1995)
Coordinator—Workforce Development Education
B.A., M.A., A.B.D., Syracuse University
- Lee Hunter (1986)
Associate Professor—Psychology
A.B., Georgia Southern College; M.A., West Georgia College; Ed.D., Boston University
- Edmund J. Irlbacher (1967)
Professor—History
B.A., Penn State; M.A., Pittsburgh
- Charlene Jackson (2002)
After School Liaison
A.A., Orange County Community College; B.A., Mount St. Mary College
- Judi Jaffe (1986)
Associate Professor—Nursing
R.N., Research Medical Center; B.S.N., Pace; M.A., Columbia University
- Walter Jahn (1997)
Assistant Professor—Biology
B.S., Penn State University; M.S., Widener University; M.S., Ph.D., Temple University

Faculty and Professional Staff

- Alexander Jakubowski (1993)
Associate Professor—English
B.A., SUNY Oswego; M.A., SUNY Binghamton
- Veronica Jones (2002)
Disability Program Navigator
B.S., Nyack College
- Ronald Jurain (1997)
Assistant Professor—Criminal Justice
B.A., M.A., John Jay College of Criminal Justice
- Stephen Kaczkowski (1999)
Assistant Professor—Math/Computer Science
B.A., Houghton College; M.A., SUNY New Paltz
- Frank Kalesnik (1999)
Assistant Professor—History
B.A., Virginia Military Institute; M.A., Ph.D., Florida State University
- Barry D. Kass (1969)
Professor—Anthropology
B.A., Harpur; M.A., SUNY Binghamton
- Renuka Khanna (1990)
Assistant Professor—English
B.A., M.A., Rajasthan University, Jaipur, India
- Evelyn Kinbar
Counselor
M.A., University of Scranton
- Demosthenes Kontos (1969)
Professor—History
B.A., North Park; M.A., Southern Illinois; Ph.D., University of Cincinnati
- Abigail Kreitzer (1980)
Professor—English
A.B., Cornell; M.A., University of California
- Suzanne Krissler (1981)
Professor—Business; Chair, Accounting/Office Technologies
A.A.S., Broome C.C.; M.S., Ed.S. SUNY Albany
- Rob Larkin (1991)
Coordinator—Drinking Driver Program
A.A., Orange County Community College; B.A., SUNY New Paltz
- Maureen Larsen (1999)
Coordinator—Academic Technology
A.A.S., Orange County Community College
- Joseph LaSusa (2003)
Welfare to Work Contract manager
B.A., Adelphi University
- Jennifer Lehtinen (1995)
Assistant Professor—Communication; Chair, Arts and Communication
A.A., Ulster County Community College; B.S., Cornell University; M.A., SUNY Albany
- Joseph Litow (1989)
Assistant Professor—Art
B.Arch., Penn State University; M.F.A., Rochester Institute of Technology
- Eileen Lux (2001)
Coordinator—Grants & Benefits
A.A., Orange County Community College
- Barbara Lyons (2002)
Assistant to the Vice President for Academic Affairs
A.A., Orange County Community College
- Timothy MacMahon (1993)
Associate Professor—Science & Engineering
B.A., Rutgers University; Ph.D., Purdue University
- Mary Makofske (1992)
Assistant Professor—English
B.A., Rutgers University; M.A., University of Minnesota
- Kathleen Malia (1984)
Professor—English
B.A., Marietta College, M.A., Gannon University; Ph.D., University of Notre Dame
- Kirk Manning (1998)
Vice President for Student Development
B.S., M.Ed., Worcester State College; Ed.D., Vanderbilt University, George Peabody College
- Beverly Marchesani (2004)
Instructor—Nursing
B.S., Rutgers University; M.S., Russell Sage College
- Martin Markovits (1964)
Professor—Business
B.S., Pennsylvania; M.A., Columbia University
- Samuel Markovits (1981)
Professor—Business
A.B., Colgate; J.D., Washington University
- Nancy Marmo (2004)
Vocational Retention Specialist
A.A., Orange County Community College; B.S., M.S., SUNY Albany
- Emma Martinez
Customer Service Representative
- Maureen McCaffrey (2003)
Admissions Counselor—Admissions
B.S., SUNY Oneonta; M.A., SUNY Binghamton
- Michael McCutchin (1985)
Project Director; HVAC Manager
- Mary Ann McGinnis-Adamo (1991)
Assistant Professor—Dental Hygiene
A.A.S., Orange County Community College; B.S., East Stroudsburg State University; M.S., Boston University
- Christine McGraw (2000)
Technical Assistant—Financial Aid
B.S., SUNY New Paltz
- Fontaine A. McNamara (2005)
Assistant to the Coordinator of Grants
B.S., St. John Fisher College
- Frederick Melone (2000)
Assistant Professor/Supervising Dentist—Dental Hygiene
D.D.S., University of Michigan School of Dentistry; B.A., University of Massachusetts
- Jennifer Merriam (2002)
Instructor—Biology
B.A., Colorado College; M.S., D.A., Idaho State University
- Edward J. Meyer (1967)
Professor—Business
J.D., St. John's
- Robert Misiak (1989)
Assistant Professor—Diagnostic Imaging
B.S., Downstate Medical Center

Faculty and Professional Staff

- Stacey Moegenburg (1988)
Associate Professor—Architecture
A.A.S., Orange County Community College; B.S.,
NY Institute of Technology; M.A., SUNY New Paltz
- Robert Moody (1991)
Associate Professor—Math/Computer Science
B.A., Manhattan College; M.A., Lehman College
- Merris Morris (2003)
Case Manager
A.S., Orange County Community College; B.A.,
SUNY New Paltz
- Stacey Morris (1996)
Technical Assistant—Athletics
A.A., Orange County Community College; B.S.,
Wagner College
- Helen Motola (1991)
Developmental Student Advocate
B.S., SUNY New Paltz
- Mary Mulrooney-Kenny (1994)
Director—Health Services
A.A.S., D.C.C., B.A., SUNY Old Westbury
- Anthony T. Muratore (1970)
Professor—Criminal Justice; Sociology;
Honorary Chair, Criminal Justice
A.S., B.A., M.A., John Jay, CUNY; CPP; N.Y.S. Lic. PI.
- Linda Newman (2000)
Assistant Coordinator—Career Services
B.A., SUNY Geneseo, SUNY New Paltz; M.A.,
SUNY Binghamton
- Lawrence E. O'Brien (1973)
Professor—Geology
B.S., Dayton; M.S., Michigan
- Candice O'Connor (2001)
Instructor—Communication
A.A., Orange County Community College; B.S.,
SUNY Oneonta; M.A., Montclair State University
- Vincent Odock (1991)
Associate Professor—Economics
B.A., University of Manitoba-Winnepeg; M.A.,
M.B.A., SUNY Binghamton
- Michele A. Paradies (2000)
Assistant Professor—Biology
B.S., Wilkes College; Ph.D., Thomas Jefferson
University College of Graduate Studies
- Christopher Parker (1983)
Professor—Music
B.A., Portland State U.; M.A., Goddard College. 1990
SUNY Chancellor's Award, Excellence in Teaching
- Donald Parker (1977)
Professor—English
B.A., M.A., North Texas State University. 1990
SUNY Chancellor's Award, Excellence in Teaching
- Susan Parry (1983)
Assistant Professor—Director, Learning Resources
B.A., Eisenhower College; M.L.S., Syracuse
- Gary Pavsek (1980)
*Professor—Associate Vice President (Interim), Liberal
Arts*
B.S., Union; M.A., Hollins; Ph.D., Syracuse
- Sue Pendergast (1992)
Assistant Professor—English
B.A., M.A., Mt. St. Mary College
- JoAnne Penzato (2000)
Vocational Education Specialist
B.S., M.P.S., SUNY New Paltz
- Luis M. Perez (2001)
Career Specialist
B.F.A., City College
- Yolanda Perez (2004)
Career Specialist
A.A., Orange County Community College
- Florence Peruso (1997)
Career Specialist
B.S., SUNY Empire State College; M.S.T., SUNY
New Paltz
- John Pernice (1986)
Associate Professor—Psychology
A.A., Orange County Community College; B.S.,
SUNY Brockport; M.A., Marist College
- Carmen Pina (2001)
Career Specialist
A.S., Orange County Community College
- Barbara Pinkall (2001)
Instructor—Math/Computer Sciences
A.A., A.S., Orange County Community College, B.S.,
Montclair State University, M.S., Stevens Institute
- Geoffrey Platt (1991)
Professor—English
B.A., Long Island University; M.A., M. Phil.,
Columbia University
- Anne Prial (1993)
Instructor—Mathematics and Computer Science
A.S., Nassau Community College; B.S. Manhattan
College; M.A. Hofstra University
- Michael Prutsman (2001)
Coordinator—Student Success and Retention
B.S., M.S., Alfred University
- Maryann Raab (2002)
Assistant to the President
A.A.S., Orange County Community College
- David Rabinowitsch (2001)
Instructor—Nursing
R.N., St. Vincent's Hospital School of Nursing; B.S.,
SUNY Albany; M.S., Russell Sage College
- Nadia Rajsz (1987)
Assistant Professor—Laboratory Technology
B.S.M.T., Rutgers University; M.S., Seton Hall
University; MT (ASCP)
- William Richards (2003)
President
B.A., Regis College; M.A., St. Louis University,
Ph.D., University of Denver
- Paul Rickard (1982)
Professor—Chair, Mathematics and Computer Sciences
B.A., M.S. Ed., M.A., St. John's University
- Michael Roe (2000)
Assistant Director—Admissions
B.A., SUNY Oswego; M.E.D., St. Lawrence
University
- Kori Rogers (2004)
Career Specialist
B.A., Mount St. Mary College

Faculty and Professional Staff

- Mindy Ross (1982)
Professor—English
B.A., St. Lawrence; M.A.T., Colgate. 1991 SUNY Chancellor's Award, Excellence in Teaching
- Jo Ann Russell (1986)
Associate Professor—Counseling
B.S., Miami University, Ohio; M.A., Bowling Green
- Margot St. Lawrence (1984)
Director—Admissions
B.A., Hobart-William Smith College; M.A., Colgate
1993 SUNY Chancellor's Award, Excellence in Professional Service
- Douglas Sanders (2000)
Instructor—Social Sciences
B.A., M.A., Marist; M.A., Ph.D., St. John's Univ.
- Anne Sandor (1993)
Instructor—English
A.A., Orange County Community College; B.A., Vassar College; M.F.A., Vermont College
- Howard Schaefer (1993)
Associate Professor—Theater and Speech
B.A., SUNY New Paltz; M.F.A., University of Texas
- Lori Schneider (1995)
Assistant Professor—Chair, Physical Therapist Assistant and Massage Therapy
B.S., P.T., Boston University; M.S., Long Island University
- Judith Schwartz (1980)
Professor—Mathematics
B.A., M.A., Brooklyn
- Margaret Scribner (1994)
Associate Professor—Chair, Nursing
R.N., B.S., M.S., Pace University
- Patricia Sculley (1997)
Assistant Professor—English
B.A., St. John's University; M.A., Fordham Univ.
- Brooke Seasholtz (2000)
Bridge Case Manager
- Sue Sheehan (1989)
Associate Vice President—Student Affairs
A.A.S., Dutchess Community College; B.S., M.S., SUNY New Paltz
- Lynne Sheren (1985)
Coordinator—Tech Prep
B.A., M.A., SUNY New Paltz
- Leon Shorr (1995)
On-the-Job Coordinator—Career Center of Orange County
- Joan Siegel (1981)
Associate Professor—English & Foreign Languages
A.B., Hunter; M.A., N.Y.U.
- Mary Simmons (2003)
Case Manager
- Patricia Slesinski (1984)
Professor—Nursing
R.N., A.A.S., Orange County Community College; B.S., Mt. St. Mary; M.S., Hunter College
- Christopher Slichta (2001)
Instructor—English
B.A., Rutgers University; M.A., SUNY Buffalo
- Gary Smejkal (2005)
Network Specialist
B.S., SUNY at Utica Institute of Technology
- Roberta Smith (1980)
Professor—Chair, Dental Hygiene
A.A.S., Orange County Community College; B.S., Fairleigh Dickinson; M.P.S., SUNY New Paltz
- Roslyn Smith (1979)
Comptroller
B.S., Drexel; M.B.A., Marist
- Wayne Smith (1999)
Assistant Professor—Movement Science; Athletic Director
B.A., Hartwick College; M.S., University of Richmond
- Charlotte Sobanski (2004)
Technical Assistant—Drinking Driver Program
- Joel Solonche (1990)
Assistant Professor—English
B.S., New York University, M.A., SUNY New Paltz
- Paula Southwell-Wise (2000)
Assessment Counselor
A.A., Orange County Community College; B.A., M.A., SUNY New Paltz; M.S.W., SUNY Albany
- Eleanor Speier (2001)
Bridge Case Manager
A.A.S., Orange County Community College
- Roberta Spitzer (1993-1995, 1998)
Assistant Professor—Nursing
RN, B.S., M.Ed., Columbia University
- Peter M. Staats (1975)
Assistant Professor—Library
B.A., SUNY Binghamton; M.L.S., Rutgers
- Thomas Stack (2000)
Assistant Professor—Business
B.A., SUNY Potsdam; B.S., East Stroudsburg University; M.B.A., University of Scranton
- Fern Steane (2002)
Technical Instructor—Electrical Engineering
A.A.S., Orange County Community College; B.A., Mount St. Mary College; M.S., Iona
- Karen Stephens (1992)
Associate Professor—Physical Therapy Assistant
A.A.S., Orange County Community College; B.S., SUNY Binghamton; M.S., P.T., Duke University
- Sheila Stepp (1999)
Assistant Professor—Chair, Movement Science
B.S., Gannon University; M.S., Slippery Rock University
- Janet Stonick (2000)
Instructor—Math/Computer Science
A.S., Orange County Community College; B.A., SUNY New Paltz
- Linda Stroms (1976)
Professor—English; Assistant Chair, English & Foreign Languages
A.B., Brandeis; M.A., City College of New York
- Mark Strunsky (1986)
Associate Professor—Music
B.A., M.A., SUNY Stony Brook
- Dorothy D. Szefc (2000)
Coordinator—Cultural Affairs
A.A., Orange County Community College; B.A., Ramapo College of New Jersey

Faculty and Professional Staff

- James H. Tarvin (1970)
Professor—English
B.A., Colgate; M.A.T., Wesleyan
- Elaine Torda (2000)
Instructor—English; Coordinator—Honors Program
B.A., St. Michael's College; M.A., Concordia University
- Natalie Torres (2001)
Liberty Partnership Cooperative Learning Youth Counselor
- Madeline Torres-Diaz (1996)
Coordinator—Key Support Services
B.A., Marymount Manhattan College; M.A., Columbia University
- Frank J. Traeger (1981)
Professor—Chair, Biology
B.S., Marietta College; M.A., Ph.D., Miami University, Oxford, OH
- Michelle Tubbs (1997)
Assistant Professor—Mathematics
A.S., Orange County Community College; B.S., SUNY Albany; M.S., Montclair State University
- Monty Vacura (2003)
Instructor—Biology
B.S., M.S., Fort Hays State University
- Mary Ann Van Benschoten (1997)
Assistant Professor—Library
B.A., St. Lawrence University; M.A., M.L.S., SUNY Albany
- Terri Van Everen (1997)
Counselor
B.A., California State University; M.S., CW Post
- Ann Verschuuren (1995)
Assistant Professor—Radiologic Technology
A.A.S., College Misericordia; B.S., Montclair State College; M.Ed., Montclair State University
- Ron Vigliotti
Network Specialist
- Josephina Vondras (1990)
Assistant Professor—Business
B.B.A., Pace University; M.B.A., Fordham University
- Darlene Walsh (1989)
Associate Professor—Dental Hygiene
A.A., Keystone Junior College; Certificate Dental Hygiene Temple University; B.S., West Chester University; Ed.M., Temple University
- Ming Wang (1991)
Associate Professor—Math/Computer Science
M.S., Nankai University; M.S., CUNY; Ph.D., Queens College
- Leona Ward (2001)
Coordinator—Liberty Partnership Program
B.A., SUNY New Paltz
- Sandra Wardell (1985)
Professor—Nursing
B.S.N., Seton Hall; M.Ed., Columbia
- Cheryl Ward-Simons (1988)
Associate Professor—Nursing
B.S., Long Island U.; M.A., New York University
- Mary Warrenner (1991)
Associate Professor—English
B.A., Mount St. Mary College; M.A., SUNY Buffalo
- Petra Wege-Beers (1990)
Coordinator—Business Training and Professional Development
B.A., Psychology, Rutgers University; M.S., Rehabilitation Counseling, Boston University
- Beatrice Wells (2005)
IT Support Specialist II
B.S., Rensselaer Polytechnic Institute
- Carole Wentzel (1993)
Coordinator—Career and Transfer Services
A.S. Orange County Community College; B.S., M.S., C.W. Post
- Elizabeth White (1991)
Professor—Business
B.B.A., Pace University; M.B.A., Fordham University; Post Masters, Iona College; Ph.D., N.Y. University
- Lionel Williams (1997)
Coordinator—Bridge Program
- Lori Wilson (2000)
Assistant Human Resource Officer
Certified Professional in Human Resources
- Owen Winter (2000)
Career Center of Orange County—Middletown
A.S., Orange County Community College
- Stephen I. Winter (1963)
Professor—Business
B.A., Queens; M.B.A., City University of N.Y.
- Daniel Wise (2000)
Technical Assistant—Academic
B.S., Park College
- David Witkowski (1982)
Instructor—Computer Information Systems
B.S., McGill
- Roseanne Witkowski (1983)
Instructor—Computer Information Systems
A.A., Rockland Community College; B.S., SUNY Oneonta
- John Wolbeck (1993)
Assistant Professor—Science and Engineering
A.S., Orange County Community College; B.S., SUNY Buffalo; M.S., Manhattan College
- Erin Wood (2004)
Case Manager
A.A., Orange County Community College; B.A., SUNY at Cortland
- R. Michael Worden (1988)
Director—Facilities & Administrative Services
A.A.S., Orange County Community College; B.A., Lafayette College
- Christine Work (2005)
Coordinator—Academic Assessment
B.S., Loyola University; M.A., University of Massachusetts
- Kathleen Wright (1977)
Professor—English
A.A., Orange County Community College; B.S., SUNY New Paltz; M.S., SUNY Buffalo. 1992 Chancellor's Award Excellence in Teaching; Fulbright Scholar, 1993; National Endowment for the Humanities Scholar, 1992, 1995.
- Kathleen Zurilla (2000)
Assistant Professor—Nursing
R.N., B.S., M.S., Georgetown University
- Joseph G. Zurovchak (2000)
Assistant Professor—Biology
M.S., Pennsylvania State University; Ph.D., Rutgers

Faculty Emeriti

President Emeritus

Robert T. Novak

Faculty Emeriti

Margaret Abt <i>English</i>	Marie Ann Dulzer <i>Speech and Theatre</i>	Nancy G. Kolacz <i>Nursing</i>
Thomas Alford <i>Biology</i>	Norma V. Eill <i>English</i>	Robert K. Lake <i>Physical Education</i>
Thais Ashkenas <i>Nursing</i>	Dr. Richard C. Eldridge <i>Cultural/Historical Studies</i>	Marvin Levine <i>Business</i>
Demir Barker <i>Chemistry</i>	Robert Ely <i>Electronics</i>	Larry Litchfield <i>Social Sciences</i>
Mary Barrett <i>English</i>	Karen Epstein <i>Nursing</i>	Robert Lueck <i>Physical Science</i>
Edwin de F. Bennett <i>Sociology-Psychology</i>	Richard Feinberg <i>Science & Engineering</i>	Edith Luft <i>Business</i>
Roberta Bernstein <i>Physical Therapist Assistant</i>	Robert Foglia <i>Cultural/Historical Studies</i>	Shirley Mayewski <i>Office Technologies</i>
John S. Blaney <i>Secretarial Science</i>	Roni Jo Freer <i>Office Technologies</i>	Richard Mazzone <i>Biology</i>
Derek I. Bloomfield <i>Mathematics</i>	Edward B. Godwin <i>English & Foreign Languages</i>	John Mercier <i>Counseling</i>
John P. Blue <i>Speech</i>	Dennis Gutting <i>Business</i>	Morton Meyers <i>Executive Vice President</i>
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Martin Borko <i>Biology</i>	Mary Havens <i>Office Technologies</i>	Gertrude F. Mokotoff <i>Medical Laboratory Tech.</i>
John J. Buckley <i>Business</i>	V. Robert Heisey <i>Music</i>	Dennis Montagna <i>Librarian</i>
William Byrne III <i>Social & Behavioral Sciences</i>	Paul J. Hoyt <i>Economics</i>	Robert Morris <i>Head Librarian</i>
Irving Cook <i>Mathematics</i>	Loring Hulick <i>Electronics</i>	Robert J. Mullin <i>Business</i>
Peter Cook <i>Mathematics</i>	Elizabeth Johnson <i>Director of Admissions</i>	Robert Novak <i>Social Sciences</i>
Paul Covell <i>CIS</i>	Barbara Kay <i>Accounting</i>	Marie Piccone <i>Physical Education</i>
Stanley Curtis <i>Music</i>	Jean Keene <i>Continuing Education Coordinator</i>	John H. Pleasants <i>Mathematics & Computer Science</i>
Rose D'Agostino <i>English</i>	Lawrence Keene <i>Associate Dean of Students</i>	Herman Pollack <i>Physics</i>
David Davies <i>Science & Engineering</i>	Joan Kennedy <i>Library</i>	Susanne Ptak <i>Nursing</i>
John DeNicolo <i>Business</i>	Russell King <i>Accounting</i>	Donald R. Quinn <i>Mathematics & Computer Science</i>
Barbara Doetsch-Wexler <i>Nursing</i>	Stephanie Kischak <i>Nursing</i>	Cecile S. Ralph <i>Associate Dean for Academic Services</i>
Gerrit Dross <i>Health/Physical Education</i>	Frances M. Kittelmann <i>Laboratory Technology</i>	Philip J. Reiss <i>Cultural/Historical Studies</i>
	Reinhard Knieriemen <i>Computer Information Systems</i>	

Faculty Emeriti

Peter Replogle
Business

Antonnette Russo
Physical Education

Saverio R. Salvati
Psychology

Mary Sands
Occupational Therapy Assistant

Gilda Sesti
English & Foreign Languages

Claude Seward
Art

George F. Shepard
Dean of Students

Helen B. Sherman
Laboratory Technology

M. June Simpson
Nursing

Dr. Joseph W. Sims
*Vice President for Student
Development*

Dorothea Solomon
English

Stuart Stiles
Psychology

Moses Stivers
Spanish

Helen R. Swanwick
Nursing

Nancy Swartwout
Speech

Patrick Sweeney
Counseling

Arthur Swenson
Mathematics

John Tramontano
Biology

Konrad VonAppen
Architectural Technology

Kenneth H. Wait
Psychology

Leonard R. Wallace, Jr.
Art

Nancy L. Warner
*Health, Physical Education &
Recreation*

Donald B. Weber
Physical Education

John H. Whiting
Associate Dean for Instruction

Laura Wishe
Med Lab Tech

Stanley A. Wtulich
Accounting

Christina Yuengling
Mathematics

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Adolfo Garcia

B. Sears Hunter

Lucinda Sloan Mallen

Gertrude F. Mokotof

Doris Scribnick

Hugh Van Inwegen

Charles C. Weyant

Adjunct Faculty

- Joseph Abramo (2004)
Instructor—Music
M.M., Michigan State University; B.M., SUNY Potsdam
- John Aherne (2000)
Instructor—Criminal Justice
B.A., Lehman College, CW Post - LIU, Master Pro Studies, CJ Admin.
- Thomas Alford (1963)
Professor—Biology
B.S., Ohio; M.A., Indiana
- Anthony Amelio (1965-1981, 1992, 1997)
Assistant Professor—Business
A.A.S., Orange County Community College; B.S., M.S., SUNY Albany
- Jason Anderson (2000)
Instructor—Music
B.A., University of Utah, M.Music, SUNY Purchase
- Laura Mae Angerame (1998)
Instructor—Business
A.A.S., Orange County Community College; B.S., SUNY New Paltz; M.B.A., Mount St. Mary
- Michele Ascione (2003)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- George Backofen (1989)
Instructor—Math/Computer Science
A.A.S., Orange County Community College, B.S., Arizona State University
- Shirley Baptiste-Zwahl (2005)
Instructor—Laboratory Technology
A.A.S., Community College of the Air Force, B.S., Montclair State University
- Deanna Barbarello (2002)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- Russell Barnett (2000)
Instructor—English & Foreign Languages
B.A., Fairleigh Dickinson; M.A., City College University of New York
- James E. Barrett (1991)
Instructor—Architectural Technology
A.A.S., DCCC; Mgr. Design/ Drafting Dept., Virlis Co.
- Neil Belinsky
Clinical Proctor
B.S., SUNY Albany; M.S.W., New York University
- Kevin Belsten (2003)
Instructor—Computer Information Systems
A.S., Orange County Community College; B.S., SUNY Albany; M.S. Marist College
- Emilio Benitz, Jr. (2005)
Instructor—Criminal Justice
B.S., John Jay College, M.P.A., Marist
- Jacqueline Bennett, (2005)
Instructor—Criminal Justice
A.A.S., Orange County Community College; B.S., SUNY Brockport, M.P.A., Marist College
- Marc Benton (1988)
Assistant Professor—Communication
B.A., Ohio Wesleyan; M.A., University of Kentucky; M. Div., Yale
- Jeffrey Berkman (1991)
Instructor—Social Sciences
B.A., American University; J.D., Antioch School of Law
- Henry Bierling (1985)
Assistant Professor—Social Sciences
A.A., Orange County Community College; B.A., M.A.T., SUNY Binghamton
- Bruce Bleach (1992)
Assistant Professor—Art
B.F.A., University of Hartford; M.A., SUNY New Paltz
- Marcella Bloomfield (1988)
Instructor—Mathematics & Computer Science
B.A., Arizona State University
- Donna Borrás (1997)
Instructor—Physical Therapy Assistant
A.A.S., Orange County Community College
- Gregory Bray (2003)
Instructor—Communications
B.A., SUNY New Paltz; M.A., The New School
- Louise Brohm (2002)
Instructor—English
B.S., Thomas Aquinas College; M.A., Manhattan College; M.A., City College of City University
- William Campbell (1997)
Instructor—Engineering Technology
CEO—Valtec Industries
- Brenda Capuano (2003)
Instructor—Business
B.S., M.S., Centenary College; Certified in General Insurance
- Laurie Cauthers (2003)
Instructor—Math/Computer Science
A.A.S., Orange County Community College; B.A., M.S., Mount Saint Mary College
- Stanley Cauthers (1987)
Associate Professor—Physical Sciences
B.S., SUNY New Paltz; M.S., NYU; M.S., Fairleigh Dickinson
- Paula Chapman (2004)
Instructor—Education
B.S., St. Thomas Aquinas, M.S., CW Post
- Allen Chase (2000)
Instructor—Math/Computer Science
B.A., Kean College
- Deborah Chedister (1996)
Assistant Professor—English & Foreign Languages
B.A., Colorado State University; M.S., SUNY New Paltz
- Glenda Chipperfield (2002)
Instructor—Massage Therapy
Certified, Connecticut School for Massage
- Patricia Chisamore (2003)
Instructor—Biology
A.A.S., Dutchess Community College; B.S., University of Georgia
- Rhoda Ciancio (2000)
Instructor—Education
B.S., M.S., Mount St. Mary College

- Laura Ciccarelli (2003)
Instructor—Science & Engineering
A.S., Orange County Community College; B.A.,
SUNY Binghamton
- Amy Circardo (2003)
Instructor—Massage Therapy
A.A.S., Sullivan County Community College
- Hilarie Clark Moore (1994)
Assistant Professor—Music
B.M., University of Connecticut; M. Phil. in Music
Theory, Ph.D., Yale University
- Thomas Clarke (1969)
Associate Professor—Social Sciences
A.A., Orange County Community College; B.S., M.S.,
SUNY New Paltz
- Nolly Climes (2004)
Instructor—Social Sciences
M.A., Marist College; B.S., Mercy College
- David Cohen (2000)
Instructor—Theater
B.A., SUNY New Paltz
- Christopher Collins (2003)
Instructor—Technology
A.A.S., Orange County Community College; B.Arch.,
Wentworth Institute of Technology; Registered Arch.
- Rhoda B. Collins (1976)
Assistant Professor—Physical Therapist Assistant
B.S., P.T., Ithaca College
- Angela Colonna (1982)
Assistant Professor—Business
B.S., M.S., SUNY Bernard M. Baruch College
- Patricia Colville (1999)
Instructor—English
A.A., Orange County Community College; B.A.,
SUNY New Paltz
- Thomas Confrey (2003)
Instructor—Business
B.A., Baruch College; M.S., Pace University
- Theresa Congelosi (1987)
Assistant Professor—Nursing
R.N., A.A.S., Orange County Community College;
B.S.N., Dominican College
- Jodi Conklin (2002)
Instructor—Movement Science
B.S., SUNY Brockport
- Thomas Coghlan (2005)
Instructor—Criminal Justice
B.A., Queens College (CUNY) M.A., John Jay
College
- Veronica Cox (2000)
Instructor—English & Foreign Languages
B.A., Mount St. Mary; M.S., SUNY New Paltz
- Wendy Crandall (2000)
Instructor—Movement Science
A.A.S., Herkimer Community College; B.S., SUNY
Cortland
- Anita Cronk (2001)
Instructor—Nursing
R.N., B.S.N., Niagara University
- Cynthia Curcio (2000)
Instructor—Early Childhood Psychology
B.S., M.S., Mount St. Mary College
- Stanley Curtis (1969)
Associate Professor—Music
B.A., SUNY Buffalo; M.A., Columbia University
- Charles Damanti (2000)
Instructor—Movement Science
A.S., Orange County Community College
- Rocco Damiano (1987-1992, 1998)
Instructor—Criminal Justice
N.D., Bernadean University; B.S., Mount St. Mary;
Licensed NYS Registered Nurse
- Christa Damaris (1995)
Instructor—Music
B.A., Mount Union College
- Christopher D'Angelo (2005)
Instructor—Math/Computer Science
B.A., Manhattanville, M.A., NYIT
- David Davies (2003)
Professor—Science & Engineering
B.S., Michigan State, M.A., SUNY New Paltz
- Jeannette Davis (1994)
Assistant Professor—Social Sciences
A.A.S., Orange County Community College; B.S.,
Dominican College of Blauvelt; M.S., SUNY Albany
- Theresa Dean (2003)
Instructor—Movement Science
A.A., Berkeley Business School
- Gaetanina Dekan (2001)
Instructor—English
B.A., Nazareth College of Rochester; M.A., SUNY
New Paltz
- David Dean (2005)
Instructor—Movement Science
- Mary Derry (2002)
Instructor—Massage Therapy
LMT; Certified Swedish Instructor of Massage
- Theresa Dering (1990)
Instructor—Laboratory Technology
A.A.S., Orange County Community College, B.S.,
SUNY Geneseo, M.S., New School for Social
Research
- Karen Devora (2004)
Instructor—Math/Computer Science
B.A., St. John's University, M.S. & C.A.S., SUNY
New Paltz
- James Diana (1998)
Instructor—Architectural Technology
B. Architecture, Drexel University; Registered Arch.
- Carol Diemer (2002)
Instructor—Education
B.A., Siena College; M.S., Concordia, River Forest
- Mary DiNardo (2000)
Instructor—Math/Computer Science
A.S., Orange County Community College; B.S.,
SUNY Oneonta
- Ronald Dobson (2000)
Instructor—Social Sciences
B.S., SUNY Oswego; M.A., Johnson State College

Adjunct Faculty

- Barbara Doetsch-Wexler (1973)
Professor—Nursing
R.N., B.S., Oneonta; M.A. Nursing, M.A.
Educational Administration, New York University
- Karen Doll (2003)
Instructor—Nursing
R.N., A.A.S., Orange County Community College;
B.S., Excelsior College
- Kelly Dolson (2003)
Instructor—Business
B.S., Methodist College; M.B.A., Emory University
- Danny Doucette (2004)
Instructor—Criminal Justice
B.S., W. Conn. State University, M.P.A., John Jay
College
- Mary Doyle (2004)
Instructor—Nursing
B.A., Adelphi University; A.S., Nassau Community
College
- Allan Drian (2004)
Instructor—Criminal Justice
B.A., Boston University, J.D., Brooklyn Law School
- Carl Dubois (2004)
Instructor—Criminal Justice
B.S., SUNY New Paltz
- William Duffy (2003)
Instructor—Massage Therapy
A.A.S., Orange County Community College; B.A.,
University of Connecticut
- Ellen Dunn (1994)
Instructor—Physical Therapy Assistant
A.A.S., Orange County Community College
- Susan Easton (2001)
Instructor—Dental Hygiene
A.A.S., Orange County Community College
- Robert F. Eiler, Jr. (2004)
Instructor—Criminal Justice
B.A., M.S., Long Island University
- Randi S. Eisman (1991)
Assistant Professor—Art
B.F.A., M.F.A., Boston University
- Richard Eldridge (1968)
Professor—Political Science
A.B., Harvard; Ph.D., New School for Social Research
- Barbara Favalli (2000)
Instructor—English & Foreign Languages
B.A., SUNY New Paltz; M.S., Canisius College;
C.A.S., SUNY New Paltz
- Kathleen Fayó (2004)
Instructor—Nursing
B.S., Excelsior College
- Richard Feinberg (1965)
Professor—Engineering
M.S.E.E., Columbia University; B.S.E.E., Rensselaer
- Gerard Finn, CPA (2004)
Instructor—Business
B.S., Arizona State University
- Ellen Joy Finnegan (2002)
Instructor—Social Sciences
B.A., Radcliffe College; M.A., Yale Graduate School of
Arts & Sciences; J.D., South Texas College of Law
- John Finnigan (2003)
Instructor—Business
B.S., LeMoyné College; M.B.A., Pace University
- Greg Fischer (2003)
Instructor—Criminal Justice
B.S., SUNY College of Technology, Utica; M.S., John Jay
College of Criminal Justice
- Patrick Flynn (2004)
Instructor—English
B.A., State University of NY at Binghamton, M.A.,
City University of NY
- J. Robert Foglia (1970)
Professor—History & Economics
B.S., M.A., Pittsburgh
- Michael Fratto (1993)
Assistant Professor—Computer Information Systems
A.A.S., Orange County Community College; B.S.,
Pace University; M.B.A., Long Island University
- Donna Frazier (2004)
Instructor—Occupational Therapy Assistant
A.A.S. Orange County Community College; B.S.,
Dominican College
- Kelly Friedman (2002)
Instructor—Radiologic Technology
A.A.S., Orange County Community College; B.A.,
SUNY Binghamton
- Edward Fritche (2004)
Instructor—Science & Engineering
B.S., Queens College, M.S., Butler University
- Donald Furman (2001)
Instructor—Business
A.A.S., Rockland Community College; B.S., M.S.,
SUNY New Paltz
- Gregory Gaetano (1992)
Instructor—Criminal Justice
A.A.S., Dutchess Community College;
B.S., Mercy College; M.P.A., John Jay College
- Mary Galipeau (2002)
Instructor—Massage Therapy
A.S., Orange County Community College; B.S.,
SUNY Empire State College; Certified Swedish
Instructor of Massage
- John Gann (1992)
Assistant Professor—Computer Information Systems
A.A.S., Orange County Community College; B.B.A.,
Pace; M.S., Marist
- Frank Gawors (1999)
Instructor—Psychology
M.S.W., Fordham University
- Leah Giles-DenDanto (2004)
Instructor—Movement Science
B.A., SUNY Potsdam
- Jennifer Gilles (2003)
Instructor—Computer Information Systems
B.A., B.S., Mount Saint Mary; M.S., Marist College
- James C. Gillespie (2003)
Instructor—Criminal Justice
B.S., St. John's University
- Anthony Girolamo (1994)
Instructor—Criminal Justice
A.A.S., B.A., M.A., John Jay College of
Criminal Justice

- Jenine Girona (1995)
Instructor—Radiologic Technology
Catholic Medical Center
- Mary Beth Gleason (2004)
Instructor—Occupational Therapy Assistant
A.A.S., Orange County Community College; B.S.,
Dominican College; M.S., Mt. Saint Mary College
- Philip Goldman (1984)
Instructor—English & Foreign Languages
B.A., M.P.S., SUNY New Paltz
- Michael Goodman (2002)
Instructor—Social Sciences
M.A., New York University; Ph.D., University of
Nottingham
- Sandra Graff (1998)
Assistant Professor—English & Foreign Languages
B.A., SUNY Albany; MAT, Fairleigh Dickinson
- Vivian Graziano (1989)
Assistant Professor—Music
B.S., SUNY New Paltz; M.A., M.Ed., Ed.D.,
Columbia University
- David Green (1985)
Assistant Professor—Criminal Justice
B.S., Mercy College
- Marc Greco (1998)
Instructor—Criminal Justice
A.A.S., Orange County Community College; B.S.,
Skidmore College
- Karen Gualtieri (2001)
Instructor—Math/Computer Science
B.A., M.P.A., Ohio State University
- Penny Gullette (1981)
Associate Professor—Biology
A.A.S., Orange County Community College; B.A.,
SUNY New Paltz; M.S., University of Bridgeport
- Janet Haas (2001)
Instructor—Science & Engineering
A.A.S., Rockland Community College; B.S., Pace
University; M.S., Long Island University
- Mary Ann Harding (2001)
Instructor—English
B.A., Mercy College; M.S., Long Island University
- Linda Haring-Robinson (1988)
Associate Professor—Business
B.S., Rider College; M.A., Montclair State College
- Thomas Harlach (1967)
Professor—Sociology
B.A., M.Ed., University of Buffalo
- Angela Harris-Cotten (2002)
Instructor—History
A.A., Rockland Community College; B.A.,
Dominican College; M.S., New York University
- Lois Hayes (2004)
Instructor—Math/Computer Science
B.S., Marist College; M.S., Mt. Saint Mary College
- Leslie Hegarty (2005)
Instructor—English
B.A., M.S., Mount St. Mary College
- Paul Heffernan (1988)
Assistant Professor—Business
A.A.S., RCCC; B.S., Ramapo College of NJ; M.B.A.,
Iona
- Lori Helbeck (2003)
Instructor—Business
B.S., Pace University; M.S. Marist College
- Scott J. Hershman (2003)
Instructor—Biology/Laboratory Technology
A.A., Orange County Community College; B.S.,
University of Colorado; M.D., Universidad Central
del Este, Dominican Republic
- Gerard Hluchan (2004)
Instructor—Technologies
A.S., Orange County Community College; P.E.
- John Hudelson (2001)
Instructor—Social Sciences
B.A., M.A., Ph.D., Columbia University
- Lawrence Huntington (2003)
Instructor—Math/Computer Science
B.S., St. John's University; M.S., SUNY New Paltz
- Antoinette Hutchings (1979)
Assistant Professor—Business
A.A.S., Orange County Community College; B.S.,
Fairleigh Dickinson
- Mary Hutching (2003)
Instructor—Math/Computer Science
B.S., St. John's University; M.S., SUNY New Paltz
- Maureen Hyde (1987)
Assistant Professor—Physical Sciences
A.A., Orange County Community College; B.A.,
M.S., SUNY New Paltz
- Mary Lou Ingles
Clinical Proctor
B.S., Russell Sage College; M.A., College of St. Rose
- William Istone (2001)
Instructor—Science & Engineering
B.A., LaSalle University; Ph.D., University of
Pittsburgh
- Theresa Janeczek (2001)
Instructor—Business
B.A., Springfield College; M.B.A., University of
Hartford
- Martin Januario (1970)
Assistant Professor—English & Foreign Languages
B.A., St. Joseph's, M.A., Hunter
- Jeffrey Johnson (1998)
Instructor—Computer Information Systems
B.A., Mount St. Mary; M.S., Pace University
- Susan Johnson (1992)
Assistant Professor—Reading
B.A., M.A., SUNY New Paltz
- Paul Kahl (1992)
Assistant Professor—Biology
B.S., M.S., SUNY New Paltz
- Richard Kanterman (1996)
Assistant Professor—Biology
D.C., NY Chiropractic College; B.S., SUNY Oswego
- Kevin Keating (2002)
Instructor—English
B.A., SUNY New Paltz
- Jean Keeney (1989)
Instructor—English & Foreign Languages
A.A., Orange County Community College; B.A.,
Mount Saint Mary

Adjunct Faculty

- Nonie Kelly-Jacob
Clinical Proctor
A.A., Broom County Community College; B.S.,
SUNY Cortland
- Thomas Kennelly (2003)
Instructor—Business
B.A., SUNY Albany; M.B.A., Iona College
- Kristen Kerr (2003)
Instructor—English & Foreign Languages
B.A., SUNY Plattsburg; M.A., St. Michael's College
- Shahla Kia (2004)
Instructor—Social Sciences
Ph.D., University of Tehran
- Evelyn Kinbar (1997)
Counselor—Educational Opportunity Program
M.S., University of Scranton
- Elizabeth Kissam-Horaz, (2005)
Instructor—Movement Science
A.S., Orange County Community College
- Frances Kittelmann (1986)
Associate Professor—Laboratory Technology
A.A.S., Orange County Community College; B.A.,
Hofstra University; M.S., Long Island University;
MLT (ASCP), CLS-M (NCA)
- Marcy Kleinman (2002)
Instructor—Biology
Doctor of Chiropractic, N.Y. Chiropractic College
- Dawn Klotz (1998)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- Thomas Knieser (1999)
Instructor—Science & Engineering
B.S., St. Bonaventure
- John Knoerzer (1999)
Assistant Professor—Business
B.B.A., City College of N.Y.; M.B.A., Baruch College
- Nancy Kolacz (1979)
Professor—Nursing
R.N., B.S., M.A., Columbia University. 1991 SUNY
Chancellor's Award Excellence in Teaching
- Paul Krajewski (2000)
Instructor—Criminal Justice
B.S., University of Dayton; M.P.A., Marist College
- Andrew Kujawski (1988)
Instructor—Science & Engineering
B.S., SUNY Albany; M.S., SUNY New Paltz
- Alice Kwienecinski (1992)
Instructor—Nursing
R.N., B.S., Plattsburgh State University
- Angela LaBolt (2003)
Instructor—Nursing
R.N., A.A.S., Orange County Community College;
B.S.N., SUNY New Paltz
- Donna LaCorte (2003)
Instructor—Dental Hygiene
A.S., New York City Technical College
- Charles LaRocca (1998)
Instructor—History
B.A., Penn State University; M.A., SUNY New Paltz
- Elizabeth Laskoski (2004)
Instructor—English
M.A., SUNY New Paltz
- Anne Lavelle (2001)
Assistant Professor—Nursing
B.S.N., Boston College; M.A., Columbia University
Teachers College
- Josh Lavorgna (2003)
Instructor—Math/Computer Sciences
B.S., Mount St. Mary College
- Nancy Layne (2002)
Instructor—Sociology
A.A., Orange County Community College; B.A.,
M.P.S., SUNY New Paltz
- Robert M. Lee (1999)
Instructor—English & Foreign Languages
B.A., SUNY New Paltz; M.A., Vermont College of
Norwich University
- Edward Leonard (2003)
Instructor—Massage Therapy
M.S., Upstate Medical Center
- Mary Leone (2005)
Instructor—Laboratory Technology
B.A., Herbert H. Lehman College, M.P.H., New York
Medical College
- Joan Lesikin (2005)
Instructor—English
M.A., Columbia University, M.F.A., Rutgers
University, B.D.A., Syracuse University
- Ann Levine (2004)
Instructor—English
B.A., George Washington University, M.A., Bar Ilan
University
- Richard Librizzi (1998)
Instructor—Architectural Technology
B.Arch., Pratt Institute; Registered Arch.
- Peter Brett Linn (2000)
Assistant Professor—Business
B.A., SUNY Binghamton; M.A., Teacher's College,
Columbia University; J.D., New York Law School
- Lawrence Lissauer (1992)
Assistant Professor—Business
B.A., Hobart; E.D., Albany Law School of Union
University
- Leonard LoBreglio (1984)
Assistant Professor—Biology
B.S., Manhattan College; M.S., Iona College
- Marion Loiola (2004)
Instructor—Business
A.A., Rockland Community College; M.B.A., B.B.A.,
Pace University
- Anthony LoSecco (2005)
Instructor—Computer Information Systems
B.A., Queens College, M.B.A., Iona, M.S., NYU,
M.S., Rutgers University
- Lawrence Lopez (2003)
Instructor—Radiologic Technology
A.S., Orange County Community College
- Donn Lord (1994)
Instructor—Technologies
B.S., University of Massachusetts

- Charlene Loughman-Wright (1999)
Instructor—Business
B.S., Waynesburg College
- Ellen Mahony (1991)
Assistant Professor—Nursing
R.S., B.S., SUNY Albany; M.S., Pace University
- Joseph Maraday (1999)
Instructor—Movement Science
B.S., Springfield College
- Bruce Marley (1996)
Assistant Professor—Business
A.A., Dutchess Community College; B.S., SUNY New Paltz; M.B.A., Long Island University
- Katrina Matic (2004)
Instructor—English
B.A., SUNY Albany, M.A., Long Island University
- Marcia Mattheus (2004)
Instructor—English
B.S., SUNY New Paltz, M.S., Western Connecticut State College
- Dennis McCormick (2003)
Instructor—Criminal Justice
A.B., University of Scranton; J.D., Syracuse University, College of Law
- Patrick McCormick (2003)
Instructor—Social Sciences
M.A., Hunter College; B.A., Manhattan College; Ph.D., City University of New York
- Kim McCrum (2003)
Instructor—Business
A.A.S., Orange County Community College; B.S., Southern California University for Professional Studies
- Kevin McGee (1977)
Professor—Physical Science
B.A., Marist College; M.S., Manhattan College
- Janette McKay (2002)
Instructor—Social Sciences
B.A., M.A., St. John's University
- Paul McMahan (1996)
Counselor
Ed.D., Nova Southeastern University; M.A., Teachers College, Columbia University; A.B., Providence College
- Gwen McNally (1994)
Assistant Professor—Nursing
R.N.A., A.S., Orange County Community College; M.P.S., New School for Social Research
- James Melendez (2005)
Instructor—Computer Information Systems
B.A., Mount Saint Mary College, A.C., Pace University, M.S., Pace University
- Mildred Melchionne (2003)
Instructor—Occupational Therapy Assistant
A.A.S., Orange County Community College
- Karen Messina (2002)
Instructor—Business
B.A., Excelsior College; M.S., New York Institute of Technology
- George Meyers (1992)
Instructor—Criminal Justice
B.A., Empire State College; M.P.A., John Jay College of Criminal Justice
- Mary Kate Michalak (2003)
Instructor—Massage Therapy
A.A.S., SUNY Delhi; B.S., M.P.S., Mercy College
- John Michel (2001)
Instructor—Theater
- Susan Müller (1999)
Instructor—Art
B.F.A., SUNY New Paltz; M.F.A., University of North Texas
- Syma Mikijanic (1996)
Assistant Professor—Social Sciences
B.A., Hebrew University; M.A., New York University
- Alison Miller (1998)
Instructor—English
B.A., University of Rochester; M.A., University Case Western Reserve
- Chastity Miller (2003)
Instructor—Biology
B.A., Keuka College; M.S., University of New Haven
- Robert Miller (1995)
Assistant Professor—Psychology/Sociology
B.A., SUNY Binghamton; M.A., Fairleigh Dickinson University
- Sharyne Miller (2003)
Instructor—Computer Information Systems
B.S., Dominican College; M.S., Iona College
- Brenda Minichello (2005)
Instructor—Laboratory Technology
A.A.S., Orange County Community College, B.S., Empire State College
- Joseph Minuta (2004)
Instructor—Technologies
B.Arch., Pratt Institute; A.A.S., Orange County Community College; Registered Architect
- Sue Misiak (2002)
Instructor—Radiologic Technology
- Candace Mocko (2004)
Instructor—English & Foreign Languages
B.A., Mt. Holyoke College; M.A., Columbia University; M.B.A., University of Southern California
- Virginia Moore (1989)
Assistant Professor—Science & Engineering
B.S., SUNY Stony Brook; M.S., SUNY New Paltz
- Charles Moravus (1977)
Instructor—Mathematics
B.A., St. John's University; M.A., Manhattan College
- Lana Moravus (1994)
Instructor—Mathematics
A.A., Orange County Community College; B.A., Mount St. Mary; M.S., Canisius College & Long Island University
- Cynthia Morrison (2003)
Instructor—Laboratory Technology
A.A.S., Orange County Community College, B.S., SUNY Albany
- Robert J. Mullin (2001)
Professor—Business
B.A., Cathedral College, M.S., Ed., St. John's University

Adjunct Faculty

- Thomas Murphy (1999)
Instructor—Visual Communications
B.F.A., Boston University
- Vickie Murray (2005)
Instructor—Math/Computer Science
B.S., SUNY New Paltz, M.A., CCNY
- Joseph Natale (1993)
Instructor—Math & Computer Science
B.A., M.A., Ed.D., SUNY Albany
- Robert Nicoletti (1998)
Instructor—Laboratory Technology
A.A.S., Orange County Community College; B.S., SUNY Albany
- John Niedzielski (1976)
Assistant Professor—Physical Science
B.S., City College of N.Y.; M.S., SUNY New Paltz
- George Nitti (2004)
Instructor—English & Foreign Languages
B.A., University of Michigan; M.A., San Francisco University
- Peter Nozell (2000)
Instructor—Art
A.A.S., A.S., Orange County Community College; B.F.A., SUNY New Paltz
- Louis Ogden (1998)
Instructor—Criminal Justice
A.A.S., Orange County Community College; B.S., Mercy College
- Dennis O’Loughlin (2003)
Instructor—Criminal Justice
B.A., M.P.A., John Jay College of Criminal Justice (CUNY)
- Lynda Onofry (1998)
Instructor—Foreign Language, French
B.A., M.S., SUNY New Paltz
- Richard Paolo (2005)
Instructor—Computer Information Systems
B.S., Nyack College, M.S., Nyack College
- Jose Pereira (2002)
Instructor—Social Sciences
A.A., Sullivan Community College; B.A., SUNY Oneonta; M.A., Long Island University
- Dana Perna (2002)
Instructor—Music
B.A., C.W. Post; M.M., Northwestern University
- Cathy Pesce-Parlier
Clinical Proctor
B.A., SUNY Buffalo
- Joseph Peterson (1990)
Assistant Professor—Physical Geography
B.A., University of Hawaii, M.A., Queens College CUNY
- Paul Pfeiffer (2003)
Instructor—Massage Therapy
Certificate; Hudson Valley School of Massage; B.F.A., University of Texas; B.A., Rice University
- Carl Ponesse (2002)
Instructor—Sociology
A.A., Orange County Community College; B.A., M.A., SUNY New Paltz
- Deborah Powell (2001)
Assistant Professor—Social Sciences
A.A., Mount Wachusett; B.S., Fitchburg State College; M.A., West Georgia College
- Timothy Powers (2002)
Instructor—Psychology
B.A., M.S., University of Scranton
- Elizabeth Pozo (2003)
Instructor—English & Foreign Languages
A.B., Bryn Mawr College; M.A., Fordham University
- Susanne Ptak (1968)
Associate Professor—Nursing
R.N., B.S., M.A., Columbia University
- Samuel Quimby (1982)
Instructor—Movement Science
A.A., Orange County Community College; B.A., Southern Connecticut
- Elizabeth Quinn (1987)
Assistant Professor—English & Foreign Languages
B.S., SUNY New Paltz
- Diane Quintiliani (2000)
Instructor—Early Childhood
A.S., Orange County Community College; B.A., College of New Rochelle; M.A., Maryland University
- Peter Racette (2003)
Instructor—Business
B.A., Ohio State University; M.S., New Hampshire College
- Maureen Radl (1993)
Assistant Professor—English
B.A., College of St. Vincent; M.A., SUNY Albany
- Georgia Rampe (2004)
Instructor—Biology
B.S., M.A., SUNY New Paltz
- Robert Reader (1966)
Assistant Professor—Speech
B.S., Juniata College; M.Div., Pittsburgh Theological Seminary; S.T.M., Union Theological Seminary; Ed.D., Columbia University
- Elizabeth Reape (2004)
Instructor—English
B.A., University of Rhode Island, M.A., SUNY New Paltz
- Thomas Reape (1991)
Assistant Professor—English
B.A., Manhattan College; M.A., University of Pittsburgh
- Tara Rebutti (2000)
Instructor—Technologies
A.A.S., Orange County Community College
- Timothy Redman (2004)
Instructor—Biology
B.A., University of Montana, M.S., University of California
- Sheila Reed (1997)
Instructor—Physical Therapist Assistant
B.A., SUNY Buffalo; M.S., University of Miami
- Linda Richichi (2002)
Instructor—Art
B.F.A., SUNY New Paltz

- Amy Rickard (1995)
Instructor—Math
M.A., SUNY Brockport; B.A., SUNY Geneseo
- Christine Rickard (2003)
Instructor—Math/Computer Sciences
B.A., St. Thomas Aquinas College
- Paul Rickard, Jr. (2001)
Instructor—Criminal Justice
B.S., St. John's University
- Thomas Rickard (1998)
Instructor—Mathematics
A.A., Orange County Community College; B.S., Dominican College; M.S., Iona College
- Julie Riley (2003)
Instructor—Psychology
B.A., M.S., Mount Saint Mary College
- Peggy Roda (2003)
Instructor—Movement Science
A.S., Orange County Community College
- Wanda O. Rodriguez (1999)
Instructor—English & Foreign Languages
B.A., M.A., SUNY New Paltz
- Theresa Rogers (2003)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- Rosemarie Rogowski Saindon (2004)
Instructor—Business
A.A.S., Orange County Community College; B.S., Clarkson University; M.B.A., Pace University
- Christopher Ronan (1994)
Instructor—Psychology
B.A., Cathedral College; M.A., Fordham University
- Maura Rose (1983)
Assistant Professor—Nursing
A.A., Orange County Community College; R.N., B.S., Downstate Medical Center; M.A., Columbia University
- Jeanne Roucken (2003)
Instructor—Business
A.A.S., Orange County Community College; B.S., SUNY Albany
- Laurie Rozzo (2004)
Instructor—Biology
B.S., Florida International University; Masters Candidate, SUNY New Paltz
- William Ruggles (1998)
Assistant Professor—Business
B.S., M.P.A., SUNY Albany
- Anne Ruskiewicz (1996)
Instructor—Social Sciences
B.A., Middlebury College; M.A., Harvard University
- Antonette Russo (1982)
Assistant Professor—Movement Science
A.A.S., Orange County Community College; B.S., SUNY Brockport
- Geoffrey Saari (2002)
Instructor—English
B.A., Southern Methodist University; M.A., University of Chicago
- Kimberly Sanders-Eachus (1998)
Instructor—Media
B.A., Marist College
- Martin Saint Martin (2002)
Instructor—Art
B.F.A., Cooper Union
- Jeff Sarett (2002)
Instructor—Criminal Justice
B.S., John Jay College of Criminal Justice
- Billieann Sayer
Clinical Proctor
A.A., Orange County Community College; B.A., SUNY New Paltz
- Gretchen Scalpi (2001)
Instructor—Biology
B.A., Marymount College
- Marisa Scandell-Colson (2002)
Instructor—Movement Science
- Nancy Schadt (1988)
Assistant Professor—English & Foreign Language
B.A., Vassar College; M.A., SUNY New Paltz
- James Scharfenberger (1990)
Assistant Professor—Communication
B.S., St. John's Univ.; J.D., Brooklyn Law School
- Carol Schiavo (2003)
Instructor—Social Sciences
M.A., Marist College; B.A., Montclair State University
- Diane Schufa (2002)
Placement Coordinator—Education
B.A., Mount Saint Mary College; M.S., SUNY New Paltz
- Barry Schuyler (1998)
Instructor—Business
B.A., SUNY New Paltz; M.B.A., Cornell University; M.S., Baruch College
- Robert Schwartz (2002)
Instructor—Psychology
B.A., University of California, Irvine; M.A., Ph.D., University of British Columbia
- Sheldon Schwartz (1990)
Assistant Professor—Psychology
B.A., Long Island University; M.A., New York Univ.
- Donald Schwegler (2003)
Instructor—Social Sciences
Ph.D., SUNY Albany
- Terrence Seeley (2002)
Instructor—Social Sciences
A.A., Orange County Community College; B.A., Shippensburg University; J.D., George Mason Univ.
- Elaine Jameson Segali
Instructor—English & Foreign Languages
B.A., Rutgers University; M.S., SUNY New Paltz
- Linda Seiss (2002)
Instructor—Business
B.S., M.S., CAS, SUNY New Paltz
- Mary Seitz (2003)
Instructor—Nursing
B.S., Dominican College
- Norman Shapiro (1991)
Associate Professor—Criminal Justice
LSQC, Brooklyn College; LL.B., J.D., Brooklyn Law School

Adjunct Faculty

- Leona Shaver (1999)
Instructor—English
B.S., M.S.Ed., SUNY Oneonta
- Christopher Sherwood (1991)
Instructor—Criminal Justice
B.S., Mercy College; M.P.A., John Jay College
- Jospeh Shields (2002)
Instructor—Social Sciences
B.S., M.A., John Jay College of Criminal Justice
- Leonard Shustack (2003)
Instructor—Business
A.A.S., Orange County Community College;
B.B.A., Siena College; M.B.A., University of
South Carolina
- David Siegel (2004)
Instructor—English
B.A., Prescott College, M.F.A., Vermont College
- Susan Slater-Tanner (1995)
Assistant Professor—Art
A.A.S., Orange County Community College; B.A.,
Pace University; M.A., Hunter College
- Maria Smith (2001)
Instructor—English
A.S., Sullivan Community College; B.A., SUNY New
Paltz
- Richard Smith (2002)
Instructor—Business
A.S., Orange County Community College; B.S.,
Clarkson University; M.S., Marist College
- Scott Smith (1993)
Instructor—Mathematics
A.S., Rockland Community College; B.A., SUNY
New Paltz
- Robert Solimeno (1996)
Instructor—Science & Engineering
Ph.D., North Dakota State University; B.S.,
University of Illinois
- Irwin Solomon (2000)
Instructor—Social Sciences
B.S., University of Pennsylvania; M.A., Webster
University
- Paula Southwell-Wise (1994)
Assistant Professor—Sociology
A.A., Orange County Community College; B.A.,
M.A., SUNY New Paltz; M.S.W., SUNY Albany
- Donna Spinda (2004)
Instructor—Social Sciences
M.A., SUNY Stony Brook
- Vivian Stack (2004)
Instructor—Biology
B.A., SUNY Geneseo, M.S., SUNY New Paltz
- James Steane (1993)
Assistant Professor—Electrical Engineering
A.A.S., SUNY Orange, B.A., SUNY Brockport,
M.S., Iona
- Judy Svensson (2001)
Instructor—English
B.A., University of Arizona; M.A., SUNY New Paltz
- Tara Tarpey (2002)
Instructor—English
B.A., Vassar College; A.S., A.A., Orange County
Community College
- Elizabeth Tarvin (2003)
Instructor—Education
B.A., Colgate University; M.S., University of
Rochester
- Sherri Terracino (2003)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- Cynthia Terribile (1998)
Instructor—Radiologic Technology
A.A.S., Orange County Community College
- Catherine Terrizzi (1996)
Instructor—Computer Information Systems
B.S., SUNY New Paltz
- M. Douglas Terwilliger (2000)
Instructor—History & Political Science
A.A., Dutchess Community College; B.S., M.S.,
SUNY New Paltz
- David Testa (2003)
Instructor—Communication
M.B.A., University of Pennsylvania; M.S., Boston
University; B.A., Northeastern University
- John Tramontano (1970)
Professor—Biology
B.S., California State; M.S., Ph.D., Arizona; 1989
SUNY Chancellor's Award Excellence in Teaching
- David Traverzo (2004)
Instructor—Social Sciences
Ph.D., Drew University
- Rebecca Trenz (2003)
Instructor—Psychology
M.A., St. Bonaventure University
- Christine Tunno (2002)
Instructor—Dental Hygiene
A.A.S., Orange County Community College
- Peter Turrone (2004)
Instructor—Biology
B.S., M.A., SUNY New Paltz
- Donald Urmston (2000)
Instructor—Business
B.S., Rochester Institute of Technology; M.B.A.,
Marist College
- Julie Vanderberg (1998)
Instructor—Physical Education
B.S., Western Carolina University
- Terri Van Everen (1993)
Instructor—Psychology
B.A., California State University; M.S., Long Island
University
- Sueanne Verna (1993)
Instructor—Radiologic Technology
American Registry of Radiologic Technologists
- Konrad VonAppen (1968)
Associate Professor—Architecture
B. Architecture, Pratt Institute; Registered Architect
- Catherine Wagner (2001)
Instructor—Biology & Laboratory Technology
B.S., Cornell University; D.C., Logan College of
Chiropractic
- Patricia Ward (2004)
Instructor—Math/Computer Science
B.A., College of New Rochelle, M.S., Fordham
University

Adjunct Faculty

Ellen Warren (2002)

Instructor—Occupational Therapy Assistant
A.A.S., Orange County Community College; B.S.,
Dominican College

Andrew Warren (1999)

Instructor—Architecture
A.A.S., Orange County Community College;
B. Arch., Pratt Institute; Registered Arch.

Deborah Wenner (2000)

Instructor—English & Foreign Languages
A.A.S., Orange County Community College; B.S.,
M.S., SUNY New Paltz

Sherrie Winn (2004)

Instructor—Physical Education, Massage Therapy
A.A.S., A.A., Orange County Community College

Richard Wolslayer (1999)

Instructor—Movement Science
M.S., University of Colorado

Rosalie Wolvek (2003)

Instructor—English & Foreign Languages
B.A., Brooklyn College

Patrick Woods (1989)

Instructor—Criminal Justice
B.A., Cathedral College; M.S., Long Island University

Michael J. Worden (2001)

Instructor—Movement Science
A.S., Orange County Community College

Gerald Yagoda

Clinical Proctor
M.A., Columbia; Ph.D., New York University

William Zarick (2004)

Instructor—Massage Therapy
A.A.S., Orange County Community College

Leslie Zeller, (2005)

Instructor—Dental Hygiene
A.A.S., Orange County Community College

Raphael Zingaro (2004)

Instructor—Math/Computer Science
B.S., Loras College, M.S., University of Wisconsin

Melody Zolendjeski (1991)

Assistant Professor—Radiologic Technology
B.S., SUNY New Paltz

Administrative Support Staff

Tina Arzonetti	Leona Flaster	Lilian Lloyd	Arthur Ramos Jr.
Charlie Baird	Ana Flood	Julie Loderhose	Dorene Randall
Barbara Banyacski	Mary Forbes	Clifton Long	Clarence Reed
Albert Barone	Michael Fuentes	Linda Lucas	Karen Reid
Kim Baxter	Ronnie Galletly	Carol Ludlow	Camille Ricci
John Beakes	John Gargiulo	Mark Lybolt	Patrick Richardson
Frank Bell	Patrick Gass	Susan Mansueto	Margaret Robbins
Daniel Bellotto	Carol Gihhr	Denise Manuele-	Charles Robinson
Betty Beneski	Anthony Girolamo	Westley	Vincent Romano
Richard Benjamin	Frances Girolamo	Michael Marino	Jeanette Rubel
Brown Bennett	Elizabeth Graham	Kimberly Markle	Deborah Saksen
William Birmingham	Frank Graziano	Irma Martine	Michael Salas
Margaret Bohdan	Paul Haakmeester	Melissa Massari	Donna Sanders
George Booth	Gerald Hamilton	Joseph Mazza	Efrain Santos
Mary Booth	Ilene Hauburger	Laura McCloud	Helen Santos
Margaret Boyle	Marie Hauk	Susan McComb	Maria Sarett
Richard Brola	William Heissler	Matthew McDonnell	Denise Semidey
Angela Brunelle	Michael Henion	Alice McGeady	Janet Severino
Joyce Buccheit	Patrice Henry	Wayne McKeeby	Marilyn Siegel
Laurie Burns	Ismael Hernandez	Shirley McKelvey	Diane Simcik
Maureen Busweiler	Roger Hill	Michael McKenna	Lorraine Simmons
Donna Campanale	Christine Hink	Belen Medina	Linda A. Smith
Mildred Canonico	Maryanna Hudak	Janete Melancon	Linda L. Smith
Wayde Capiro	Fay Hudson	Debra Merrill	Stacey Smith
Glenn Card	Paula Hunt	Cathy Meyerson	Vickie Solero
Ruby Castiglione	Christopher Hunter	Frank Miedema	Linda Sosler
Jean Chang	William Imholz	Steven Miedema	Irene Spaulding
Craig Cohen	Lisabeth Ivanchukov	Ann Misiano	Wesley Stackhouse
Richard Cole	Judith Jackman	Arthur Morse	Arlene Stefane
Carol Coon	Bruce Jackson	Patrick Moser	Victor Stephens
Paula Cooper	Onessima Jenkins	Richard Mudrick	Cynthia Stevens
Jennifer Corliss	Dolores Jones	Michael Murphy	Denise Stewart
Michael Corriere	Elaine Jones	Carolyn Murray	Joan Sullivan
Sharon Cosgrove	Kelly Jonigan	Thomas Murray	John Sullivan
Dennis Costas	Joseph Kanoff	Blanche Nadeau	Mary Sullivan
Yolanda Cruz	Roy Karp	Connie Nied	Richard Szela
Edward Cummings	Thomas Keating	John Idres Nied	Carolyn Thayer
Catherine Daino	Susan (Janie) Keller	Rhonda Niski	Frederick Tricarico
Joyce Davis	Patrick Kinne	Christine Norman	Gabriele Tiefenbach-
Jacki DeChiara	Ray Klopchin	Carol Norris	Kramer
Donald Decker	Denise Kotwas	Janet Nowicki	Joseph Valentia
Lawrence DeJoseph	Margaret Kujawski	Kathy O'Dell	Natalie Vargas
Marlene DeJoseph	Kathleen Kummer	Irma O'Dowd	David Vedder
Joyce DePew	Thomas Kuruvilla	Kim Paffenroth	Terry Visser
Janet DeRuiiter	Aleta LaBarbera	Christine Parrella	Jack Vuolo
Paul Doherty	April Laspisa	Barbara Piampiano	Brenda Walsh
Paul Doolittle	Sharon Lake	Luis Pineiro	Eileen Whalen
Timothy Doolittle	Yasin Latif	Susan Plichta	Cherie Wierzbickie-
Timothy Doolittle Jr.	Nona Lavorgna	Rosemary Polo	McMickle
Rachael Doty	Nancy Jo Lewis	James Pope	Timothy Williams
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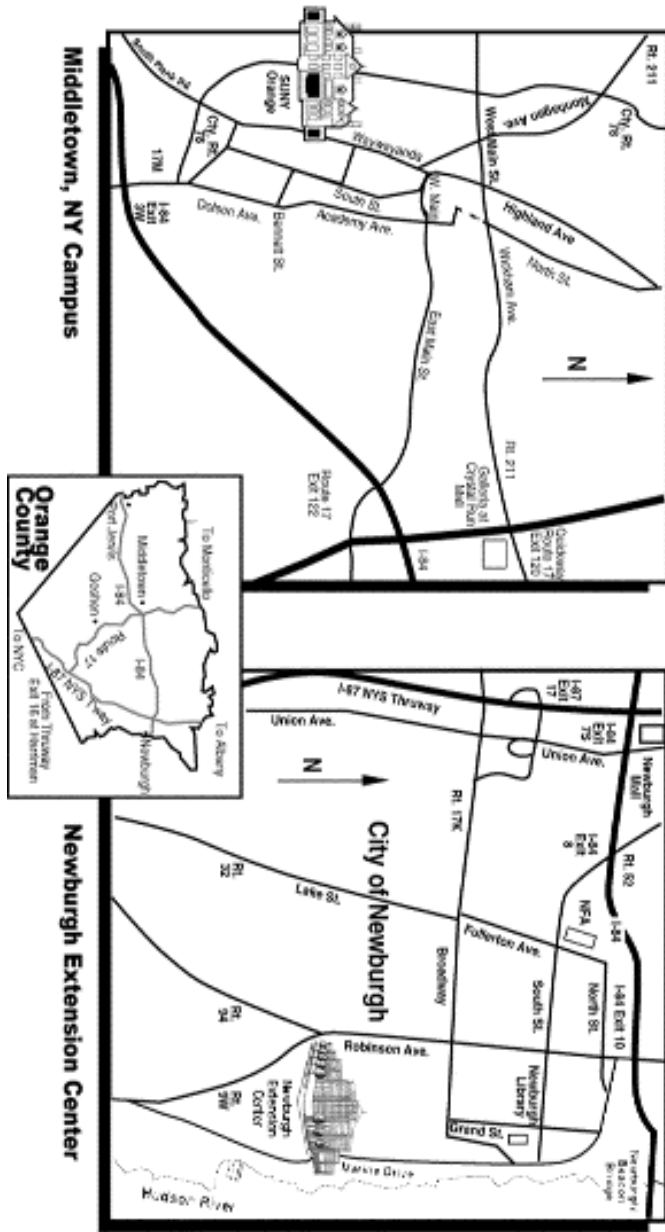
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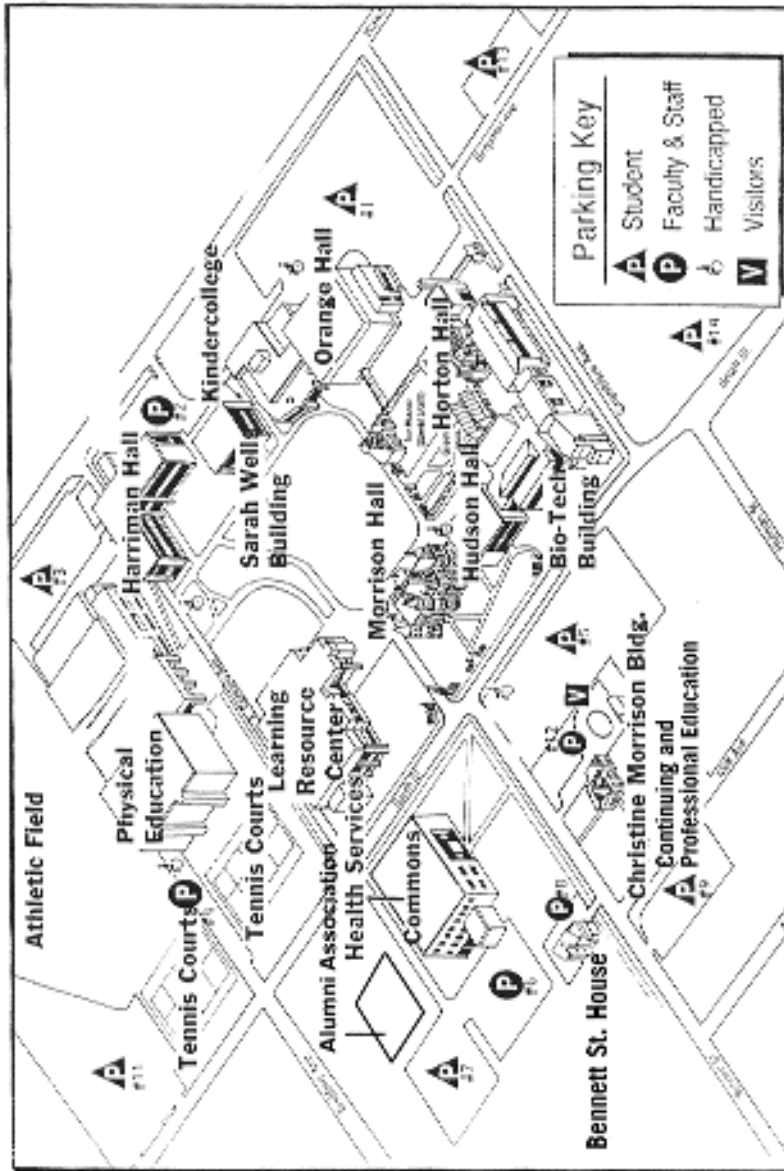
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Orange County Community College



MIDDLETOWN CAMPUS



**Best Routes to Middletown Campus
115 South Street, Middletown**

Arriving from Connecticut or Upstate New York, take Interstate 84 West to exit 3W, Route 17M (Middletown), proceed on 17M which becomes Dolson Avenue. Continue on Dolson Avenue to Bennett Street, turning left on Bennett to the top of the hill (South Street). Bear right to Middletown Campus.

From New York City or New Jersey; N.Y.S. Thruway to exit 16 (Harriman) to Route 17 West to exit 123 (Middletown). Follow 17M (to Middletown) which becomes Dolson Avenue. Continue to Bennett, turning left on Bennett to top of hill (South Street). Bear right to main campus.

From Upstate-Route 17 to exit 121W, Interstate 84 West for 3.3 miles to exit 3W (Route 17M) becomes Dolson Avenue. Continue on Dolson Avenue to Bennett Street, turning left to Bennett Street. Bear right to Main Campus.

**Best Routes to Newburgh Extension Center (Key Bank Building)
One Washington Center, Newburgh**

From Middletown: Take Interstate 84 East, exit 10, stay to right of ramp, turn right onto Route 9W and immediately get into left lane. At stoplight, turn left onto North Street which becomes Marine Drive (also named LeRoy Place, Water Street). Continue on Marine Drive to Second Street. Turn right onto Second Street, go up hill, turn left onto Colden Street. Go one block, NEC will be on right.

From Route 17: Take Exit 121E (Interstate 84). Follow same directions as if coming from Middletown.

From Upstate New York or New York City/New Jersey area: Take New York State Thruway to Exit 17. After toll booths, bear right, follow signs for Interstate 84 East. Follow directions as if coming from Middletown.

From Connecticut: Take Interstate 84 West, Newburgh/Beacon Bridge, Exit 10S, stay to right of ramp, turn right at end of ramp. Staying to right, follow signs to Route 9W south, turn right onto Route 9W. After next light, immediately get into left lane. At stoplight, turn left onto North Plank Road, which becomes Marine Drive (also named LeRoy Place, Water Street). Follow the river (on your left) and continue on Marine Drive to Second Street. Turn right onto Second Street, go up hill, turn left onto Colden Street. Go one block, NEC will be on right.