

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

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

**Email: Students' Official College Notification**

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

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

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

Associate Vice President for Equity Inclusion, Affirmative Action ADA/504 Officer

Nassau Community College

One Education Drive, Garden City, NY 11530-6793

This catalog is current as of April 15, 2013. Nassau Community College reserves the right to make changes in programs, policies and regulations, as conditions change and such revisions are needed, subsequent to publication.

## About NCC

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

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

### NCC: PAST, PRESENT AND FUTURE

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

Enrollment increased dramatically after 1962, when classes were moved to spacious facilities at the former U.S. Air Force base at Mitchel Field. It reached over 23,000 students in 1982, following the completion in 1978 of two new academic wings, a modern library, physical education complex, and administrative tower. Despite fewer high school graduates today, 23,633 students are enrolled in the Fall of 2010.

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

In 2009, the College leased the North Annex, a totally renovated twelve-classroom building located at 500 Endo Blvd., a half-block north of our campus. This new building houses the LINCC program and a pre-academic intensive English as a Second Language program, as well as credit-bearing courses offered by various academic departments. Lifelong Learning offers the Drinking Driver Program in the North Annex as well.

As the needs of a maturing Nassau County change, the College, too, is evolving and developing. Among recent innovations is a mentoring program that is committed to increasing the College's retention rate. This program includes training workshops and individually tailored courses that can be conducted on campus or at work sites.

To help students expand their opportunities for easy transfer, the College engages in a cooperative effort with its SUNY/Long Island neighbors and the private colleges and universities that comprise the Long Island Regional Advisory Council on Higher Education.

### ACADEMICS

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

### CAMPUS LIFE

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

### ATHLETICS

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

### ACCREDITATION

The College is accredited by the Middle States Commission on Higher Education <http://msche.org/>:  
3624 Market Street, 2nd Floor West, Philadelphia, PA 19104  
Telephone: 267.284.5000  
E-mail: [info@msche.org](mailto:info@msche.org) Spanish: [españolinfo@msche.org](mailto:españolinfo@msche.org)

The College is authorized by the New York State Board of Regents and by the New York State Department of Education to award two-year Associate Degrees in Arts (A.A.), Science (A.S.), and Applied Science (A.A.S.), and is also authorized to award Certificates for programs of study of less than two years. Specific academic programs are also accredited separately by appropriate professional organizations, including the following: National League for Nursing Accrediting Commission (Phone: (404) 975-5000, Fax: 404.975.5020, [www.nlnac.org](http://www.nlnac.org)); American Physical Therapy Association, Commission on Accreditation in Physical Therapy Education; Commission on Accreditation for Respiratory Care; Commission on Accreditation of Allied Health Education Programs (CAAHEP), American Medical Association; Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA); Joint Review Committee on Education in Radiologic Technology, New York State Department of Health; National Accrediting Agency for Clinical Laboratory Science; Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC-ABET); National Association of Schools of Music, Commission on Accreditation; American Bar Association Council of the Section of Legal Education and Admissions to the Bar; American Board of Funeral Service Education, Committee on Accreditation; and American Health Information Management Association

**STUDENT LIFE**

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

**CONTINUING EDUCATION**

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

**PROGRAMS TO ADVANCE YOU**

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

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

**AFTER NASSAU**

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

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

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

**Mission**

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

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

- To maintain an open admissions policy that ensures the availability of educational programs for traditional and non-traditional students;
- To create educational programs that respond to and satisfy diverse community needs;
- To provide general education that teaches students to think critically and analytically about a body of knowledge conducive to lifelong learning;
- To maintain developmental programs which upgrade student skills for success in college level courses, and to provide special courses of study which enhance general education;
- To provide the support services necessary for students to realize their maximum potential;
- To create a wide variety of activities and cultural programs to enrich student and community life;
- To create a multicultural environment which fosters the synthesis of knowledge, aesthetic appreciation, and commitment to ethical and social values;
- To encourage faculty development with programs that promote scholarship and creativity, and to encourage the adoption of innovative teaching methods and technology to enhance student learning;
- To support and strengthen academic programs which best prepare students for transfer to senior institutions, and to provide career programs to prepare students for regional and global employment opportunities;
- To provide administrative leadership which assures educational quality, furnishes adequate student support services, maintains effective budgeting and facilities management, and stimulates thoughtful planning for the future of the College;
- To enhance the economic and cultural vitality of the County by promoting an educational environment which responds to the changing needs of the community.

**GOVERNANCE AND AUTHORITY**

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

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

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

## President's Message

Message from Dr. Kenneth Saunders, Acting President

Nassau Community College is at the forefront in meeting the dynamic challenges that community colleges face in being pathways of opportunity for educational advancement and career development. It has achieved its well-earned nationwide reputation for academic excellence through the collaborative efforts of its dedicated faculty, staff, administrators and Board of Trustees utilizing their creative energies to ensure the continued vitality of our fine College. The academic and other campus base programs described in this catalog demonstrate NCC's commitment to fulfilling its mission of being an affordable and accessible, high quality institution of higher education that serves our students and the communities in which they live.

I join with our faculty, staff and administrators as we work with a passionate determination and a steady commitment to realize the student centered spirit and goals that are embodied in this introduction to learning and life and NCC.

## Academic Calendars 2012-2014

<b>FALL SEMESTER, 2013</b>		
<b>September</b>	3	<b>Day, Evening &amp; Distance Education classes begin</b>
	4	Evening classes do not meet
	5	Classes do not meet
	6	Weekend classes begin
	13	Evening classes do not meet
	14-15	Classes do not meet
<b>November</b>	11	Classes do not meet
	13	Day classes follow Monday schedule
	26	Day classes follow Thursday schedule
	27	Evening classes do not meet
	28-30	Classes do not meet
<b>December</b>	1	Classes do not meet
	15	Weekend classes end
	17	Evening classes do not meet
	20	Day & Distance Education Classes end
	20	Evening classes do not meet
	21	Classes do not meet
<b>WINTERIM SESSION, 2013-2014</b>		
<b>December</b>	<b>26</b>	<b>Day &amp; Evening classes begin</b>
	31	Classes do not meet

<b>January</b>	1	Classes do not meet
	15	Last meeting for Day & Evening Classes
<b>SPRING SEMESTER, 2014</b>		
<b>January</b>	<b>21</b>	<b>Day, Distance Education &amp; Evening classes begin</b>
	24	Weekend classes begin
<b>February</b>	14	Evening classes do not meet
	15-23	Presidents' Day Recess classes do not meet
<b>April</b>	14-20	Spring Recess classes do not meet
<b>May</b>	11	Weekend classes end
	13	Evening classes end
	19	Day & Distance Education classes end
<b>SUMMER SESSIONS, 2014</b>		
<b>May</b>	26	Memorial Day classes do not meet
	27	<b>Summer Session I begins</b>
	30	Classes meet on Monday schedule
	31	Saturday classes begin
<b>June</b>	6	Summer Session classes do not meet
	13	Summer Session classes do not meet
	20	Summer Session classes do not meet
	26	Summer Session I ends
	30	Summer Session II starts
<b>July</b>	4-6	Classes do not meet
	11	Classes do not meet
	18	Classes do not meet
	25	Classes do not meet
	31	Summer Session II ends
	31	Distance Education Classes end
<b>August</b>	1	Classes do not meet
	4	Summer Session III begins
	9	Saturday classes end
	16-17	Classes do not meet
	20	Summer Session III ends

## THE NCC CAMPUS

### Location and Resources

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

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

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

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

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

### Information Services Center

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

### Smoking Prohibited

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

### Bus Service

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

### Public Safety Department

The Public Safety Department is located at the East end of the parking lot West 4B and is staffed 24-hours a day, 7 days a week. Public Safety provides foot and motor patrols of the campus around the clock and responds to emergency situations such as accidents, fires and medical emergencies, as well as reports of criminal activity. Information regarding campus crime statistics as reported to the United States Department of Education will be provided upon request by contacting Public Safety at 516.572.7100, the Office of the Vice President for Academic/Student Services at 516.572.7600, or accessing this information directly at <http://ope.ed.gov/security>. We are committed to the safety and security of all members of the campus community. In an effort to make ourselves more available to the needs of the campus, bicycle patrols have been added.

### Other services offered by Public Safety are:

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

### You can contact Public Safety at:

Emergency: 516.572.7111

General Calls: 516.572.7100

Or you can simply pick up any of the emergency telephones located throughout campus for assistance.

## A. Holly Patterson Library

The **A. Holly Patterson Library** continues to evolve as an information center for the 21<sup>st</sup> century. NASCAT, Nassau's networked library catalog, provides access to the College's full range of materials from the World Wide Web. Through this graphical interface, it is possible to simultaneously search the catalogs of most of the SUNY colleges from computers in the Library or anywhere else. It is also possible to search the catalogs of public libraries throughout the region from the same Internet stations.

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

When classes are in session, the Library is open 77 hours per week with night and weekend coverage. Over 562,000 persons visited the library last year. They borrowed books and non-print items; used periodicals and reference works in print and online formats, as well as reserve copies of textbooks and other required materials; accessed the Internet; and used the library's facilities for group and individual study. In addition, our participation in the interlibrary loan network allowed us to acquire needed items from other libraries while we supplied their patrons with requested items.

The physical collection now numbers over 201,000 books and non-print items and over 200 print periodical titles. Electronic database subscriptions, accessible from any computer through the Library's webpage, allow for ready access to information published in thousands of newspapers, journals and reference works in full-text, audio and video online formats.

The Library's Reference Unit is pleased to offer several online services through the Library's homepage (<http://library.ncc.edu>). By clicking on our "**Ask the Librarian**" link, members of the College community may instant message a librarian or post an e-mail reference question and receive a response within 24 hours. The "**Chat with a Librarian**" link will take the user to the "**Ask the Librarian**" page where s/he can send an instant message. Our "**Interlibrary Loan**" link allows faculty, staff and students to submit Interlibrary Loan requests for books or periodical articles. Furthermore, our "**Book a Class**" link allows faculty to make online requests for Information Literacy instruction sessions.

A principal part of the Library's mission is instruction. Library faculty provide individual information service in all public service areas throughout the year. Our Information Commons currently houses over 200 public access computers used by students for research. In addition, students may use the wireless internet network with their own laptops, tablets, and other electronic devices. The Library also offers individually designed lectures on library research to college classes, typically serving students by teaching 500-600 scheduled sessions per year. Classes are typically taught in a lab-style lecture room featuring 30 student computers for hands-on instruction. In addition, librarians teach several sections of the three-credit course, "*Introduction to Library Research*" and the one-credit course, "*Essential Research for College Success*," each semester.

Another service is the Library's Instructional Design office, which offers special assistance to faculty in the design and production of instructional media materials for classroom use.

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

## Academic Support Centers

### Available to All Students

#### Academic Advisement Center

516.572.7118 - Bldg. U

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

#### Student Personnel Services

516.572.7506 - Nassau Hall Rm. 11

SPS offers a variety of counseling services and programs designed to support student academic achievement and personal growth. Call, stop by, or view SPS Department Home Page on the College website ([www.ncc.edu](http://www.ncc.edu)) for more information about these services.

#### Adult Resource Center

516.572.7103/07 - Bldg. M 14

516.572.7696/97 - Bldg. M 14

#### Center for Students with Disabilities

516.572.7241/42

(TTY for hearing impaired) 516.572.7617 - Bldg. U

#### Educational Counseling

516.572.7141 - Bldg. M 19

#### Job Placement

516.572.7132 - Bldg. M 39

#### Psychological Counseling

516.572.7698 - Bldg. M 9

#### Student Activities

516.572.7148 - CCB 150

#### Transfer Counseling

516.572.7127/28 - Bldg. M 4A

#### Women's Resource Center

516.572.7698 - Bldg. M 9

## Audio Visual Services

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

## Learning Centers/Help Centers

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

### Information Commons

516.572.7620 – Library 1st Floor

Provides computers with Internet access and Microsoft Office applications (Word, Excel, Power Point, and Access) for all students to use.

### Academic Computer Center - Social Sciences

516.572.9662 – Bldg. G 145

Provides computers with Internet access, Microsoft Office applications (Word, Excel, Power Point, and Access), and program-specific applications. Primarily, students taking social science courses use the center.

### Writing Center

516.572.7195 – Bldg. Y (Bradley Hall)

516.572.3595 – Library L233

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

## Learning Centers by Program

### Accounting and Business Learning Center

516.572.7479 - Bldg. A 307

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

### Allied Health Sciences Anatomy and Physiology

56.572.7550 - Bldg. E 2225

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

### Physical Therapist Assistant

516.572.7556 - Bldg. E 211 A

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

### Radiologic Technology

516.572.7559 - Bldg. E 120

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

### Respiratory Care

516.572.7560 - Bldg. E 218

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

### Surgical Technology

516.572.7299 - Bldg. E 312

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

## Art

### Ceramics

516.572.8040 - Bldg. G 178

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

### Computer Graphics

516.572.8068 - Bldg. G, C55/45/50

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

**Photography**

516.572.7166 - Bldg. G, C20/23

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

**Printmaking**

516.572.9653 - Bldg. G 272

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

**Biology**

516.572.7839/8078 - Bldg. F 107

Provides tutoring and supplemental assistance for students in biology courses.

**Chemistry**

516.572.9976/7274 - Bldg. C 115

Offers tutorial services, text answer books, self-help worksheets, videotapes on specific chemistry topics, computerized tutorials (ADA-enhanced computer available) for students currently enrolled in chemistry courses.

**Communications**

516.572.9671 - Bldg. F 117

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

**Engineering/Physics/Technology**

516.572.7272 - Bldg. D 218

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

**The Language Center of Lifelong Learning**

516.572.7062 - Bldg. F 307

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

**Foreign Languages**

516.572.7416 - Bldg. M 15

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

**Hospitality Business**

516.572.7344 - Bldg. K 5

Offers hours for students to work on their projects.

**Interior Design**

516.572.7587 - Bldg. A 207

Offers hours for students to work on their projects.

**Legal Studies**

516.572.7774 - Bldg. A 107

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

**CSD Computer Access Lab**

516.572.7670 - Library 214A

Provides adoptive computer systems for students registered with the Center for Students with Disabilities. Contact this Center for Students with Disabilities 516.572.7241/42 for information.

**Marketing/Retailing/Fashion**

516.572.7587 - Bldg. A 213

Offers tutoring in Marketing 101 and Retailing 111. Hours by appointment only.

**Fashion Design**

516.572.7587 - Bldg. A 217 - Office Bldg. B 2037

Offers hours for students to work on their projects.

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

For students enrolled in computer courses.

51.572.7379 - Bldg. B 225

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

**Math Center**

For students enrolled in math courses.

516.572.7394 - Bldg. B 130

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

**Music**

516.572.7636 - Piano Lab - Bldg. Z

Provides pianos for practice for students in piano courses.

**Tutorial Center**

516.572.8198 - Bldg. H 114

Offers tutorial help for students in music classes. Hours by appointment only; call department.

**Sound Recording Lab**

516.572.8198 - Bldg. H 114

Provides tutorial help for students in Studio Recording Technology courses. Hours are by appointment only; call department.

**Nursing**

516.572.9630 - Life Sciences Bldg.

**Nursing Learning Center** - Life Sciences Bldg. 323

Provides students with opportunity to enhance skills.

**Computer Learning Center** - Life Sciences Building 324

Offers web-based computer assisted programs.

**Office Technology**

516.572.8096 - Bldg. A 115

Provides reinforcement for Office Technology student in Microsoft Office applications (Word, Excel, Access, Power Point), keyboarding, speedwriting, transcription, and desktop publishing.

**Physical Sciences**

For students enrolled in Physical Sciences (SCI) courses.

516.572.7010/7278 – Bldg. C 216

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

**Reading/Basic Education**

516.572.8979

Basic Education Reading/Writing Learning Center

Bldg. V 110

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

**Basic Education Math Center**

516.572.8046 - Bldg. V 112

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

**Basic Education Center for Students with Disabilities**

516.572.8975 - Bldg. V111

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

**Reading Help Center**

516.572.7465 - Bldg. M 201

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

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

## Learning Resources

### Academic Computer Service

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

### Academic Computing Centers

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

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

Library - 2nd floor  
Bldg. G - Room G145/149

## Organizations & Affiliations

### Alumni Association of Nassau Community College, LTD

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

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

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

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

### Nassau Community College Foundation, Inc.

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

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

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

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

### The State University

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

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

The State University is governed by a Board of Trustees, appointed by the Governor, which directly determines the policies to be followed by the 34 state-supported campuses. Community colleges have their own local boards of trustees whose relationship to the SUNY board is defined by law.

The University motto is:

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

## Clubs & Organizations

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

## Student Services

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

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

## Academic Advisement

The Academic Advisement Center is the College's main resource center for academic advisement. It is the primary academic advisement provider for liberal arts and undecided students, either currently attending or returning to the College. The Center is staffed by a core of trained professional advisors and teaching faculty who serve on a rotating basis. Current and returning students in non-liberal arts areas should contact advisors in their majors. The Center is also the primary advisement resource for all current and returning evening students except those in the "specialized programs" listed immediately below.

Administrative Business Technology, Allied Health Sciences, Art, Engineering Sciences, Math and Computer Sciences, Mortuary Science, Music and Nursing.

The Academic Advisement Center is located south of the Quadrangle in Building "U" in the one-story annex behind the red brick College Union Building.

### The phone numbers are:

516.572.7118

516.572.7436

516.572.7803

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

### Mission

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

### Purpose

The Office of Academic Advisement, located at the Academic Advisement Center is responsible for the overall coordination and direction of the advising program at the College. These programs are provided in several different locations as listed in the following table:

### Advisement for Students on Academic Probation ("D" Standing) resulting from Low Grade Point Average

A student whose Academic Standing is currently "D Probation due to GPA" as designated on the student's transcript, is blocked from registering until he/she has obtained advisement from an Educational Counselor in the Center for Educational Counseling and Retention, Student Personnel Services, Nassau Hall, Rm. 19.

Program or Service	Location of Advisement Academic
Liberal arts or interest areas within liberal arts	Advisement Center and Liberal Arts Departments*
Undecided students	Academic Advisement Center
Adult (25+) day students	Prof. Robert A. Rubin, Center for Educational Counseling and Retention Student Personnel Services, Nassau Hall, Rm. 19
Career-oriented degrees and certificates	Supervising academic departments
Evening students	Academic Advisement Center and specific academic departments as announced
Honors Program	Bradley Hall, Rm. 1
English as a Second Language (ESL)	Academic Advisement Center (Inquire for hours)
Students with Disabilities	Center for Students with Disabilities, Building U
Basic Education Program	North Hall, RM. 205
Liberal arts students with two or three remedial (except Basic Education or ESL)	Student Personnel Services, Nassau Hall, Rm. 11

\* The Liberal Arts Departments include Biology, Chemistry, English, Economics/Finance, Foreign languages, History/Political Science/Geography, Philosophy Physical Science, Psychology, Sociology/Anthropology.

## Adult Resource Center

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

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

## Career Counseling Center

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

## Center for Educational & Retention Counseling

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

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

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

**The center is located in Building M, Room 19, 516.572.7141. Visit us online at [www.ncc.edu/CERC](http://www.ncc.edu/CERC)**

## Center for Service Learning (CSL)

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

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

The Center is located on the Plaza Level, Tower Building. Call 516.572.9775 for information and office hours.

## Center for Students With Disabilities

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

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

**The Center is located in Building U, 516.572.7241. Call for office hours or visit us on line at [www.ncc.edu/CSD](http://www.ncc.edu/CSD).**

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

## Center for Veterans Affairs

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

The Center is located on the Plaza Level, Tower Building. Call 516.572.9775 for information and office hours.

## Child Care Services

The Children's Greenhouse is a not-for-profit child care center providing quality child care to NCC students and other members of the College community since 1979. The Center is open Monday through Friday, from 7:15 a.m. to 5:30 p.m., and enrolls children between the ages of 8 weeks and 5 years of age in six age-related groups.

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

Fees are charged on a sliding scale based on family income and subsidies are available for eligible student parents. Families are accepted from the waiting list based on date of application, scheduling needs and the age of the child. Call 516.222.7085 for information and an application packet.

## Financial Aid Office

The College offers federal, state and college financial aid in the form of scholarships, grants, loans, and work to eligible students. A description of these programs and how to apply may be found in the Finances and Financial Aid section under Policies and Procedures of this catalog. Information regarding financial aid is available at the Financial Aid Office, which is located on the 3rd floor of the Administrative Tower, or by telephone at 516.572.7396 or email at [financialaid@ncc.edu](mailto:financialaid@ncc.edu).

## Health Services

Student Health Services is located on the lower level of the Administrative Tower and is staffed by registered nurses. Hours are Monday through Friday 8:00 a.m. to 3:45 p.m. (please arrive 15 minutes prior to closing).

Student Health Services provides emergency care, medical care, consultations, and referrals to appropriate health facilities. A current and extensive array of health-related literature is available. Other services provided are screening of Immunization Forms, physical education waivers, Allied Health, Nursing, Mortuary Science and all Sports Physical Exam Forms.

Insurance information is available at Student Health Services and on the college web-site as well. All students are covered by an accident insurance plan (excluding motor vehicle accidents). Full-time students are covered by a 24-hour a day, seven-day a week policy, while part-time students are covered only while on campus. The accident insurance is included in the student activity fee. For a detailed description of services visit the College website [www.ncc.edu](http://www.ncc.edu) or call us at 516.572.7123.

## International Student Services

The College offers special services to international students who may have been educated abroad, who hold temporary visas, or who are legal permanent residents of the U.S.

The Office of International Student Affairs provides services to all non-immigrant students attending Nassau Community College, including those enrolled in the LINCC (Language Immersion at NCC) program. The purpose of the ISA Office is to assist students with regulations related to their status in the United States.

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

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

Students (attending or planning to attend NCC) needing assistance with visa or status concerns should contact Admissions or the Office of International Student Affairs at 516.572.7053 (Building F, Room 2281). The ISA Office can also be reached via e-mail at [isaoff@ncc.edu](mailto:isaoff@ncc.edu).

For more information on the LINCC program or the college placement test, please contact the LINCC office directly at 516.572.7236.

## Job Placement

The Job Placement Office, located in Nassau Hall, Room 39, is available to assist students seeking employment and internship opportunities. The staff of trained professionals provides a comprehensive service designed to ensure placement in an employment environment consistent with individual academic interest. Workshops are scheduled each semester to assist students in developing appropriate pre-job training skills. Call 516.572.7132 or visit us online at [www.ncc.edu/jobplacement](http://www.ncc.edu/jobplacement).

## Media, Arts & Cultural Organizations

### Theatre

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

### Music

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

In addition to performances by the above ensembles, the Music Department presents several student recitals each semester, as well as faculty concerts and recitals by renowned guest artists.

### English

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

### College Radio Station, WHPC 90.3 FM

The College radio station, WHPC (90.3 FM), operating 24- hours a day, maintains three studios (recording, news, and "on the air") for the broadcasting of information of importance and interest to the community including College courses for credit, news, interviews, music, and educational informational programming. The studios are equipped with state-of-the-art recording equipment including the latest digital audio and recording equipment. The station receives the Associated Press News service via satellite. These resources are comparable to those found in many commercial radio stations.

Student volunteer applicants are tested for their voice quality. Auditions are held weekly during the semester on Thursday, between the hours of 11:30 a.m. to 12:45 p.m. for students interested in pursuing a career in broadcasting. Student volunteers operate in all areas of the station, which provides a quality radio broadcast to all of Nassau and parts of Suffolk, Queens, Brooklyn, and New York City.

### Art

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

## Psychological Counseling Center

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

## Student Activities

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

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

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

Call the Student Activities Office at 516.572.7148 or visit us online at [www.ncc.edu/studentactivities](http://www.ncc.edu/studentactivities).

### **Faculty-Student Association**

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

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

### **College Center**

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

### **Social Programming**

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

### **Student Government Association**

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

### **Student Publications**

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

## **Student Athletic Programs**

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

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

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

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

### **Eligibility**

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

## **Transfer Counseling**

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

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

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

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

### **Volunteer Service Center**

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

### **Women's Resource Center**

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

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

## Academic Information

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

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

## Academic Dishonesty & Plagiarism

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

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

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

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

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

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

## Academic Programs

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

Name	Degree	HEGIS Code
Acting	A.A.	5610
Administrative Business Technology-Admin Support	A.A.S	5005
Administrative Business Technology-Admin Support	Cert.	5005
Administrative Business Technology-Legal	A.A.S.	5005
Administrative Business Technology-Legal	Cert.	5005
Administrative Business Technology-Medical	A.A.S.	5005
Administrative Business Technology-Medical	Cert.	5005
Administrative Business Technology-ENCORE	Cert.	5005

<b>Name</b>	<b>Degree</b>	<b>HEGIS Code</b>
American Sign Language	A.A.	5599
Art	A.S.	5610
Art Studies	A.A.	5610
Biology	A.S.	5604
Business Administration	Cert.	5004
Business-Accounting	A.A.S.	5002
Business-Accounting	A.S.	5002
Business-Business Administration	A.S.	5004
Business-Fashion Buying & Merchandising	A.A.S.	5004
Business-Marketing	A.A.S.	5004
Business-Retail Business Management	A.A.S.	5004
Business: Transportation & Logistics Management	A.A.S.	5011
Civil Engineering Technology	A.A.S.	5309
Commercial Art: Digital Technologies	A.A.S.	5012
Communication Arts	A.A.	5008
Computer Info Systems: Microcomputer	Cert.	5101
Computer Repair Technology	A.A.S.	5105
Computer Science	A.S.	5101
Construction Management	Cert.	5317
Criminal Justice	A.S.	5505
Dance	A.A.	5610
Design (Fashion) Apparel Design	A.A.S.	5012
Design: Interior Design-Home Furnishings	A.A.S.	5012
Desktop Publishing and Design	Cert.	5012
Dietary Management	Cert.	5404
Disability Studies	A.A.	5501
Disability Studies	Cert.	5501
Electrical Engineering Technology	A.A.S.	5310
Emergency Management	A.S.	5508
Engineering Science	A.S.	5609
Financial Markets	Cert.	5003
Fire Science	A.S.	5507
Food and Nutrition	A.S.	5404
Food Service Administration, Restaurant Management	A.A.S.	5010
Food Service Technology	Cert.	5010
Health Information Technology	A.A.S.	5213

<b>Name</b>	<b>Degree</b>	<b>HEGIS Code</b>
Health Information Technology	Cert.	5213
Health Studies	A.S.	5299
Hotel Technology Administration	A.A.S.	5010
Human Services: Community Service and Social Welfare	A.A.	5506
Information Technology	A.A.S.	5101
Interior Design-Home Furnishings	Cert.	5012
Liberal Arts & Science - Humanities & Social Science	A.A.	5649
Liberal Arts & Science - Math & Science	A.S.	5649
Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Science: Afro-American Studies	A.A.	5622
Liberal Arts & Science: Childhood Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Science: Childhood Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)	A.A.	5649
Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)	A.S.	5649
Liberal Arts & Sciences: Mathematics	A.S.	5649
Media	A.A.	5008
Medical Laboratory Technology	A.A.S.	5205
Mortuary Science	A.A.S.	5299.2
Nursing	A.S.	5208.1
Office Technology-Legal	Cert.	5005
Office Technology-Medical	Cert.	5005
Office Technology: ENCORE	Cert.	5005
Paralegal	A.A.S.	5099
Paralegal Studies	Cert.	5099
Performing Arts-Music	A.A.S.	5610
Photography	A.S.	5007
Photography	Cert.	5007

Name	Degree	HEGIS Code
Physical Education Studies	A.S.	5299
Physical Therapist Assistant	A.A.S.	5219
Radiologic Tech: Radiation Therapy Tech.	A.A.S.	5207
Radiologic Technology	A.A.S.	5207
Respiratory Care	A.A.S.	5215
Studio Recording Technology	Cert.	5008
Surgical Technology	A.A.S.	5211
Teaching Assistant	Cert.	5503
Technical Theatre	A.A.	5610
Telecommunications Technology - Verizon	A.A.S.	5310
Website Design	Cert.	5012

## Academic Standings

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

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

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

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

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

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

### Academic Dismissal Policy

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

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

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

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

Academic Progress Requirements for Students Placed in the Basic Education Program(BEP)

Students whose assessment test placement is the "Basic Education Program" must enroll in and successfully complete the Basic Education Program (BEP) and any additional required remediation before enrolling in regular college courses.

The following conditions apply to students enrolled in the Basic Education Program:

1. Must enroll in this program in the first semester of attendance. The Basic Education Program is the equivalent of a full-time program;
2. Must satisfactorily complete BEP courses; (Withdrawal from individual classes in the BEP program is not permitted);
3. Will be academically dismissed from the College if they fail all three BEP courses in the first semester, and will be considered for readmission only with the approval of a majority of their academic instructors;

4. May repeat a single failed course only twice, and will be academically dismissed upon the third failure;
5. Will be considered for readmission only after being separated from the College for at least one year (fall/spring), and only if future placement test results reveal no need for remediation in the area(s) for which the student was dismissed.

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

The following conditions apply to students who are not placed in the Basic Education Program but require a remedial/ESL course(i.e., COM 030, ENG 001, ENG 030, MAT 001, MAT 002, MAT 003, RDG 001, RDG 002, RDG 030):

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

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

The following additional conditions apply to students who are not placed into the Basic Education Program but require two or three remedial courses from among ENG 001, MAT 001, MAT 002, MAT 003, RDG 001, RDG 002.

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

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

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

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

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

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

### **Classroom Management Policy**

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

Disruptive conduct in the classroom that interferes with the instructor's performance of his/her professional functions or that undermines the integrity of student learning will not be tolerated. Disruptive conduct includes, but is not limited to, behavior that is disorderly, lewd, indecent, obscene or threatening. This negative behavior will incur faculty intervention and may result in disciplinary action.

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

1. The instructor will apprise the student of the inappropriateness of the behavior and ask that the negative behavior cease.
2. If negative behavior persists, the instructor will:
  - a. Refer the student to campus supportive services and/or
  - b. Inform the student, whether in writing or at a meeting, not to return to class.
3. In case of severe negative behavior covered by the Student Code of Conduct (see appropriate section), Public Safety will be called and the student immediately removed from class.

**The procedure for a student to appeal an instructor's request that the student not return to class is as follows:**

1. The student shall request a meeting with the instructor's department chairperson within three academic calendar days after expulsion from class.

The decision to allow the student to return to class and the determination of the final grade shall remain with the instructor.

## **Computer Resources & Electronic Communication Policy, Acceptable Use**

### **I. Introduction**

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

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

### **II. Rights and Responsibilities**

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

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

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

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

The use of the College's data networks, computer resource facilities, and services is subject to and conditioned upon compliance with:

College policies Federal, state and local laws, ADA guidelines Contractual obligations

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

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

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

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

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

#### The Official College Website

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

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

#### Department-Created Content

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

#### Faculty-Created Content

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

#### Student-Created Content

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

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

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

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

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

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

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

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

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

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

#### Prohibited Activities

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

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

#### F. College Intranets

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

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

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

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

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

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

### III. Reporting, Investigations, and Sanctions

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

### Dean's Honor List

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

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

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

## Degrees and Certificates Defined

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

### Associate In Arts (AA)

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

### Associate In Science (AS)

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

### Associate In Applied Science (AAS)

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

### Certificates

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

## General Education at Nassau Community College

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

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

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

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

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

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

#### **Communication Arts:**

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

#### **English Composition:**

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

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

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

#### **Humanities:**

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

#### **Literature:**

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

#### **Mathematics:**

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

#### **Natural and Physical Sciences:**

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

#### **Physical Education:**

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

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

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

**Social Science:**

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

**Culture and Diversity:**

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

**Western Heritage:**

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

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

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

**Pluralism and Diversity:**

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

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

Students considering or planning to transfer to a SUNY four year college or university to complete the bachelor's degree should select their general education courses to fulfill the Nassau Community College requirements for such courses as listed above, as well as the SUNY General Education Requirements listed below. In most cases a course satisfying the NCC requirement will also satisfy a similar SUNY requirement.

These courses are grouped within the following SUNY categories and are designated in the Course Descriptions section of this catalog with the corresponding codes. The complete list of courses is available on campus at the Academic Advisement Center or on the [Advisement Center's website](#). Although these categories may not be specifically required for a degree at Nassau Community College, the fulfillment of at least seven of the following ten categories will facilitate the transfer process to a SUNY four year college or university, which requires 30 credits of these general education courses from a minimum of seven different categories to earn a four year degree.

Mathematics [GMAT]

Natural Sciences [GLAB]

Social Sciences [GSBS]

Humanities [GHUM]

Basic Communication [GBCM]

Western Civilization [GWEH]

Other World Civilizations [GOWC]

American History [GAMH]

Foreign Language [GFOL]

The Arts [GART]

**Grade Grievance Policy**

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

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

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

Step 1: With the grieved instructor who issued the grade.

Step 2: With the grieved instructor's department chairperson (and with any members of Department Personnel and Budget [P&B] Committee that the chair wishes to include).

Step 3: With the grieved instructor's department chairperson and Academic Standing Committee Chair

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

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

The Ad Hoc Committee's decision will be binding.

### Civil Rights Violations

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

### Deadlines

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

### Instructor Absence

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

## Grading System

Percentage Equivalent	Grade	Quality of Achievement	Quality Points
90-100%	A	Excellent	4.0
85-89	B+		3.5
80-84	B	Very Good	3.0
75-79	C+		2.5
70-74	C	Average	2.0
65-69	D+		1.5
60-64	D	Minimum Passing	1.0
	F	Failure	0
	UW	Unofficial Withdrawal For Credit Courses	0
	INC	Incomplete	

	NA	Never Attended	-
	NG	No-Grade Audit	-
	S	Satisfactory	-
	U	Unsatisfactory	-
	UU	Unofficial Withdrawal For Non-Credit Courses	-
	W	Withdrawal	-

### Grade Point Average

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

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

### Incomplete Grades

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

### Withdrawal Grades

A student who intends to withdraw from a course must officially withdraw using MyNCC when available or by filing a completed Drop/Add Form with the Office of the Registrar.

During the fall and spring semesters, the need for a faculty signature on the form is governed by the following regulations.

Before the end of the third week of classes, during the refund period, the form can be submitted directly to the Registrar. No instructor signature is required. No grade will appear on the transcript. (See the Student Tuition Liability/Refund Policy Section of the catalog.)

From the beginning of the fourth week and up to the end of the ninth week of classes, the instructor's signature is required on the Drop/Add Form. The signature indicates that the student has met with the instructor and discussed the withdrawal. A grade of W will appear on the transcript. The instructor may not refuse to sign the Drop/Add form. If the instructor is unavailable, the department chairperson may sign the form. After the end of the ninth week of classes, the instructor's signature is required and the faculty member will assign a grade of W. During this period, the signature is given only at the discretion of the instructor.

During the Summer Sessions and Mini-Sessions, the need for a faculty signature on the form is governed by the following regulations.

During the refund period, the form can be submitted directly to the Registrar. No instructor signature is required. No grade will appear on the transcript. (See the Student Tuition Liability/ Refund Policy Section of the catalog.)

From the end of the refund period to a point representing approximately 60% of that semester, the instructor's signature is required and indicates that the student has met with the instructor and discussed the withdrawal. A grade of W will appear on the transcript. The instructor may not refuse to sign the Drop/Add form. If the instructor is unavailable, the department chairperson may sign the form.

Beyond that point, the instructor's signature is required for a withdrawal. During this period, the signature is only given at the discretion of the instructor.

Students should file the completed Drop/Add form in person at the Office of the Registrar. The official withdrawal date is the date that the completed form bearing the instructor's signature is processed and certified by the Office of the Registrar, not the date the form is signed by the instructor. If a Drop/Add Form is not filed, a W grade can be assigned only at the discretion of the instructor. Instructors can also assign a grade of F if the student does not successfully complete the course. An incomplete grade I is governed by the regulations specified in the above section.

W grades are not calculated in the grade point average, but can impact academic standing as described in the Academic Standing section of the catalog. In case of extenuating circumstance, such as a medical or personal emergency, a student should apply to the Office of the Dean of Students to request that the W grade not affect academic standing. That application should be made at the time of the withdrawal from the course(s).

As stated in the catalog section on Academic Progress Requirements for Students Placed into Remedial/ESL Courses, students can withdraw from these courses only if they are officially withdrawing from all courses for the semester in response to extenuating circumstances, such as a medical or personal emergency. In such cases, students should apply to the Office of the Dean as outlined in the above paragraph.

Before withdrawing from courses, students should consult with an advisor or a Student Personnel Services counselor and **consider the impact of the W grades on their financial aid and health insurance eligibility**. Students who wish to withdraw from nine or more credits is required to obtain the signature of a Student Personnel Services counselor.

### **Change of Grade**

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

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

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

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

## **Graduation Procedures**

### **Graduation With Honors**

Honors graduates will be awarded degrees:

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

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

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

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

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

### **Certificate of Eligibility**

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

### **Second Degree or Certificate**

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

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

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

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

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

## Student Code of Conduct

### Preamble

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

### Statement of Policy

As an educational institution of higher education, Nassau Community College seeks to provide the best educational environment for its students, faculty, and staff. It is mindful that academic freedom is an essential element of college life.

To carry out its goal the College requires each student to obey the rules and regulations established by the College set forth herein, and all local, state, and federal laws. The College will not tolerate deliberate disruptive words, actions, violence or physical interference with the rights of any member of our College community or with any of the facilities of the College, or with any authorized functions being carried out on the College campus or at any college sponsored event.

Therefore, in furthering the educational aims of the College and in compliance with the provisions of Article 129-A of the Education Law of the State of New York, the following rules and regulations concerning conduct on the College campus or at any college sponsored event, the use of College property, the means of enforcement, and penalties for any violations thereof are hereby established.

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

### Section I: The Student Code of Conduct

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

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

**B. Criminal Violations.** A student who is convicted of violating a criminal law may be subject to summary suspension or expulsion from the College.

**C. Maintenance of Public Order.** The President of the College or his/her representative shall have the authority and responsibility to take whatever steps are necessary to carry out the mandate of the following rules and regulations in the interest and for the welfare of the College community and of the citizens of the County of Nassau. Violations of the following regulations, whether such violations are carried out individually or in concert, are extremely serious in nature. Such violations will constitute cause for immediate suspension and/or ejection from the campus and may also subject the violator to whatever penalties may be imposed by appropriate college and/or civil authorities. These violations may include:

1. Unauthorized occupation of College facilities or interference with their lawful use;
2. Any act or threat that endangers any individual or that results in terrorizing or committing bodily harm or injury to anyone on campus or at any college function;
3. Any act resulting in damage to College property or facilities or to the property of students or staff;
4. Any act which results in disruption of College activities.  
This could include inciting others to riot, interfering with the right of any member of the College community to perform his or her duties, and preventing a student from attending any class in which he/she is enrolled;
5. The possession or use of firearms of any nature, dangerous weapons, fireworks, or explosives on the campus;
6. The illegal possession, use, or exchange of any illicit drug;
7. The refusal to obey directives or orders of College personnel to cease and desist from any of the above acts.

### D. Infractions of the Code of Conduct.

Infractions of the Code of Conduct shall include, but are not limited to, the following:

1. Infringing upon the rights of other members of the College community via stalking;
2. Infringing upon the rights of other members of the College community via physical assault or abuse;
3. Infringing upon the rights of other members of the College community via verbal assault or abuse;
4. Infringing upon the rights of other members of the college community via written assault or abuse, including cyberbullying via use of social media and/or other technologies;
5. The possession or use of weapons of any nature, "including instruments intended to be used to inflict harm, fireworks or explosives on the campus, in class, or at any College function;
6. Unauthorized or illegal use of College computers;
7. Disruptive conduct in the classroom that interferes with instruction;
8. Disorderly, lewd, indecent, or obscene conduct or expression;
9. Any act of whatsoever nature that interferes with normal operation of the College or which adversely affects the student's suitability as a member of the College community;
10. Failure to comply with directions of College personnel acting in the performance of their duties, for example, failure to show proper I.D. to requesting College personnel acting in the performance of their duties;

11. Theft of, or damage to College or personal property belonging to any member of the College community;
12. Unauthorized possession, use, and/or sale, or intent to possess, use, or sell of alcoholic beverages, narcotics, drugs, or drug paraphernalia, on campus, or at any College function; or attending at any campus or College function while under the influence of alcoholic beverages, narcotics or drugs;
13. Gambling in any form;
14. Plagiarism, cheating, or any form of academic dishonesty.;
15. Submitting a false application or other information to the College, and the forgery, alteration, or intentional misuse of College documents, records or identification;
16. Violation of College policies concerning regulation of student clubs or organizations;
17. Unauthorized use of a vehicle on the College campus;
18. Failure to adhere to campus traffic regulations;
19. Violation of County Ordinance 238-1984 Section 4, Subsection e, as amended by Ordinance 152-1993. (Advertising and Handbills; No person will distribute, display or post or cause to be distributed, displayed or posted, any sign, banner, poster or advertisement of commercial nature except as authorized by the appropriate designated County official or unless distributed, displayed or posted at such locations designated by the facility for such purpose.)

The Dean, Assistant, or Associate Dean of Students will use his/her discretion in determining whether the alleged violation could warrant suspension or expulsion.

**E. False Accusations.** The College recognizes that the question of whether a particular conduct constitutes a violation of the Student Code of Conduct requires factual determination. The College also recognizes that false accusations have serious effects on innocent persons. If it becomes clear that a person who has accused another of a violation has maliciously or recklessly made a false accusation, the accuser will be considered in violation of the Student Code of Conduct. It is important to note, however, that the fact that a complaint is not substantiated or is determined not to constitute a violation does not mean that the complaint was maliciously or recklessly made.

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

The College will respond to violators of its Code of Conduct using the procedures listed below. At all stages of these proceedings, the College will proceed expeditiously. However, the time limits specified in the following sections may be extended due to extraordinary extenuating circumstances. For procedural issues not specified in this document, refer to Roberts Rules of Order.

All records pertaining to charges and hearings are confidential to the extent allowed by law and shall be maintained as such. Throughout the proceedings the students' right to privacy shall be maintained to the extent allowed by law.

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

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

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

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

a. A resolution can be reached without the imposition of sanctions. In this case, the Assistant or Associate Dean of Students will attempt to reach a resolution satisfactory to all parties. If a negotiated solution cannot be reached, the matter will be forwarded to the Dean of Students for adjudication as outlined in section b immediately below.

- b. Due to the nature of the alleged violation(s), the student(s) charged could receive a sanction other than suspension or expulsion. In this case, the Assistant or Associate Dean of Students will inform the charged student(s), in writing, of the date and time of a hearing before the Dean of Students. This hearing will take place no more than fifteen (15) business days following the interview with the Assistant or Associate Dean of Students. The written notification will be mailed to the student's address of record both by first class mail and by overnight, certified, return receipt requested mail.
- c. Due to the nature of the alleged violation(s), the student(s) charged could receive a sanction of suspension or expulsion and possibly a permanent notation of the violation on the student or students' College transcript. In this case, the Assistant or Associate Dean of Students will inform the charged student(s), in writing, of the date and time of a hearing before the Code of Conduct Hearing Committee. This hearing will take place no more than fifteen (15) business days following the interview with the Assistant or Associate Dean of Students.
- d. Due to the nature of the alleged violation(s), the student(s) charged could receive a sanction of suspension or expulsion and the Assistant or Associate Dean of Students determines that the student(s) should be suspended pending final adjudication of the charges. Such a decision would be based on the Assistant or Associate Dean's determination that the accused student(s)' continued attendance at the College is inconsistent with the safety of the College Community. In this case, the Assistant or Associate Dean of Students will suspend the student(s) and will inform the charged student(s), in writing, of the date and time of a hearing before the Code of Conduct Hearing Committee. This hearing will take place no more than five (5) days following the interview with the Assistant or Associate Dean of Students.

### **C. Code of Conduct Hearing Committee**

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

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

#### **2. Membership of the Committee**

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

#### **3. Definitions**

- a. A quorum shall be five (5) members of the committee, with at least one member from each of the three constituent groups: students, administrators, and faculty members.
- b. Decisions will be determined by a simple majority of voting members present at the hearing. If a simple majority vote cannot be secured, the case shall be forwarded to the Dean of Students for adjudication.

#### **4. Limitations**

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

### **D. Adjudication of Charges**

#### **1. Charges that could result in sanctions other than suspension or expulsion:**

- a. As indicated above, the Dean of Students will hear cases that the Assistant or Associate Dean of Students believes could result in sanctions other than suspension or expulsion. At the hearing, the Dean of Students will consider evidence presented by the accused student(s), the victim(s)/accuser(s), the Assistant or Associate Dean of Students, and any other witnesses whose testimony the Dean of Students believes to be necessary. The accused student will have the right, with prior notification to the Dean of Students, to bring his/her own witnesses to the hearing.

b. The following procedures and due process will govern the Dean of Students' hearing. Students involved with a hearing before the Dean of Students are entitled to the following:

- i. a written statement of the charges and the date and time of the hearing mailed to the student(s) address of record by both first class mail and overnight, certified, return receipt requested mail within five (5) business days after the Dean receives the charges from the Assistant or Associate Dean;
- ii. access to records in the Office of the Dean of Students; records cannot be removed from the office;
- iii. the opportunity to have an advisor present at the hearing, who may advise but not represent students;
- iv. the opportunity to present his/her version of the facts, including documents and/or witnesses that may support his/her position;
- v. the opportunity to respond to allegations, including documents;
- vi. the victim(s)/accuser(s) has the right, at his/her discretion, to remain in the hearing room with the accused;
- vii. a determination based on evidence presented at the hearing;
- viii. a written notification of the **Dean's** decision sent within five (5) business days of the conclusion of the hearing;
- ix. all parties involved will be informed of the findings and sanctions.

c. As a result of the hearing, the Dean of Students may:

- i. negotiate a solution between the accused and the victim(s)/accuser(s);
- ii. determine that no sanction should be imposed. In this case, the Dean of Students will notify the accused and the victim(s)/accuser(s) of his/her decision, in writing, within five (5) business days of the hearing. The victim(s)/accuser(s) will have the right to appeal the Dean of Students' decision to the President of the College based on specific justifications for appeal listed in Section II, E (Appeal of Disciplinary Decisions). A request for an appeal must be presented to the President of the College within five (5) business days of receipt of the Dean of Students' decision;
- iii. determine that some sanction(s) should be imposed. In this case, the Dean of Students will notify the accused and the victim(s)/accuser(s) of his/her decision, in writing, within five (5) business days of the hearing. The student(s) receiving the sanction(s) will have the right to appeal the Dean of Students' decision to the President of the College based on specific justifications for appeal listed in Section II, E (Appeal of Disciplinary Decisions). A request for an appeal must be presented to the President of the College within five (5) business days of receipt of the Dean of Students' decision.

2. Charges that could result in suspension or expulsion and possibly a permanent notation of the violation on the student or students' College transcript:

a. As indicated above, the Code of Conduct Hearing Committee will hear cases that the Assistant or Associate Dean of Students believes could result in suspension or expulsion and possibly in a permanent notation of the violation on the student or students' College transcript. At the hearing, the Committee will consider evidence presented by the accused student(s), the victim(s)/accuser(s), the Assistant or Associate Dean of Students, and any other witnesses whose testimony the Committee deems to be necessary. The accused student will have the right, with prior notification to the Dean of Students, to bring his/her own witnesses to the hearing. In its decision, the Committee shall not be limited to the sanctions of suspension and expulsion, but may impose a lesser sanction if it deems this to be appropriate.

b. The following procedures and due process will govern the Code of Conduct Hearing Committee's hearing. Students involved with a hearing before the Code of Conduct Hearing Committee are entitled to the following:

- i. a written statement of the charges and the date and time of the hearing mailed to the student(s) address of record by both first class mail and overnight, certified, return receipt requested mail within five (5) business days after the Code of Conduct Hearing Committee receives the charges from the Assistant or Associate Dean;
- ii. access to records in the Office of the Dean of Students; records cannot be removed from the office;
- iii. the opportunity to have an advisor present at the hearing, who may advise but not represent students;
- iv. the opportunity to present his/her version of the facts, including documents and/or witnesses that may support his/her position;
- v. the opportunity to respond to allegations, including documents;
- vi. the victim(s)/accuser(s) has the right to remain in the hearing room with the accused, if desired;
- vii. a determination based on evidence presented at the hearing;
- viii. a written notification of the Committee's decision, to be sent by the Dean, Assistant, or Associate Dean of Students within five (5) business days of the conclusion of the hearing;
- ix. all parties involved will be informed of the findings and sanctions.

c. As a result of the hearing, the Committee may:

- i. determine that no sanction should be imposed. In this case, the Committee will notify the Assistant or Associate Dean of Students of its decision within 24 hours. The Assistant or Associate Dean of Students will notify the accused and the victim(s)/accuser(s) of the Committee's decision, in writing, within five (5) business days of the hearing. The victim(s)/accuser(s) will have the right to appeal the Committee's decision to the Dean of Students based on specific justifications for appeal listed in Section II, E (Appeal of Disciplinary Decisions). A request for an appeal must be presented to the Dean of Students within five (5) business days of receipt of the Committee's decision.

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

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

4. Hearings with the Dean of Students or the Code of Conduct Hearing Committee shall be tape recorded and can be reviewed by the individual charged and by the victim(s)/accuser(s) in the Dean of Students' office.

### **E. Appeal of Disciplinary Decisions**

1. An appeal of a disciplinary action must be based on one or more of the following:
  - a. Inappropriate sanction, for example, extremely punitive, not consistent with precedent;
  - b. Presence of new evidence that was not available during the original hearing;
  - c. Failure to follow due process or any other part of the College judicial procedure.
2. The student must request the appeal in writing within five (5) business days of receipt of the decision. The request must include a justification for the appeal. The President of the College or the Dean of Students will decide if an appeal will be granted.
3. The accused or the accuser(s) may appeal a decision of the Code of Conduct Hearing Committee to the Dean of Students within five (5) business days of receiving written notice of the decision. If an appeal is granted, it will be scheduled within five (5) business days of receipt of the appeal request. The Dean shall have the authority to sustain, modify, or reverse the disciplinary action imposed by the Committee. The Dean will notify the student(s) and the Committee of his/her decision, in writing, within five (5) business days of hearing the appeal.
4. The accused or the accuser(s) may appeal a decision of the Dean of Students to the President of the College within five (5) business days after having received written notification of the decision. This applies to initial decisions made by the Dean of Students based on his/her hearing as described in Section II, D, 1 and to decisions on appeals heard by the Dean of Students as described in Section II, E, 3.
5. In cases of appeals to the President of the College, the Dean of Students will present to the President of the College a written record of the charges, pertinent correspondence, a summary transcript of the proceedings, and the Dean's and/or Committee's decision where applicable, and the respective justification(s). The President shall have the authority to sustain, modify, or reverse the disciplinary action imposed by the Dean.
6. The President shall convey his decision in writing to the student, the Dean of Students, and, in cases that were originally heard by the Code of Conduct Hearing Committee, to the Committee, within fifteen (15) days after receipt of the appeal.
7. The decision of the President of the College shall be final in all cases of appeal.
8. Should the President or the Dean of Students determine that an appeal will not be heard, that decision will be final. The student(s), accused and victim(s)/accuser(s), will be notified in writing of such a decision within five (5) days of receipt of the appeal.

### **F. Definitions of Disciplinary Measures**

The Dean of Students is responsible for implementing disciplinary action toward students judged by the Code of Conduct Hearing Committee or the Dean of Students to have violated the Code of Conduct. The extent of the disciplinary sanction will depend on the seriousness of the violation, the past record of the student, circumstances surrounding the violation, and past practices in similar situations. The Dean of Students' office will maintain records of all imposed sanctions. Disciplinary actions imposed shall be one or more of the following:

1. **Written Reprimand**  
A written reprimand is a letter from the Dean of Students or his/her designee to a student found guilty of violating the Code of Conduct. The specific violation is to be defined in the letter with a stated rationale for its unacceptability. A copy will be maintained by the Dean of Students' Office.
2. **Social Probation**  
Non-academic probation may be imposed on a student who has been found guilty of violating the Code of Conduct. If a student becomes involved in any other problems of conduct while on social probation, he/she is liable for suspension or expulsion from the College, based on a hearing before the Dean of Students or the Code of Conduct Hearing Committee. Probationary notice is to be given to the student in writing by the Dean of Students with the terms of the probation and the rationale carefully detailed.
3. **Restitution**  
Any student found guilty of violating the Code of Conduct that has caused an expense to the College or his/her fellow student(s) may be required to rectify this action by making financial restitution to the parties involved or through appropriate service or material replacement. Failure to do so within a specified time period may result in further disciplinary action as determined by the Dean of Students.
4. **Suspension**  
Specific period of time in which a student is prohibited from enrolling at the institution. Ordinarily a student who is suspended will receive a "W" for all his/her courses. In compelling circumstances the committee reserves the right to allow a student's instructor to grant a grade. Suspension can be accompanied by additional criteria which the student must fulfill prior to re-enrollment.

**5. Temporary Suspension**

A narrowly defined period of time, i.e., three days, two weeks, etc., in which the student will be prohibited from attending classes while further investigation of the alleged violation occurs.

**6. Expulsion**

The immediate removal of a student from the College, prohibiting future enrollment at the institution. Ordinarily a student who is expelled will receive a "W" for all his/her courses. In compelling circumstances the committee reserves the right to allow a student's instructor to grant a grade.

**7. Permanent Transcript Notation**

A permanent record of the student's violation will appear on the student's College transcript. This measure will normally be applied for students who have been found to have violated the Code of Conduct by intentional behavior that could lead to death or serious injury of another person. The College retains the right to determine additional serious violations that will result in permanent transcript notation. In such cases the notation on the transcript would read, "Expelled for serious violation of Code of Conduct."

**8. Persona Non-Grata**

Prohibits a student's presence on campus without prior approval from Public Safety and the Office of the Dean of Students. Failure to adhere to the Persona Non-Grata will subject the student to Nassau County Police arrest.

**9. Record Impounded**

All academic, financial, and social transactions will be prohibited without the prior consent of the Office of the Dean of Students. This action automatically occurs within all listed sanctions with the exception of sanction 1.

**10. Confiscation of Student Identification**

Students may be required to surrender their College identification.

**G. Information Release**

The Dean of Students will inform all complainants and respondents in writing of the result of the disciplinary proceedings.

**Section III: Rules and Regulations Regarding Initiation or Affiliation With Student Organizations**

A. Nassau Community College recognizes that membership in a fraternity/sorority or other campus organization (hereinafter collectively referred to as an "Organization") can be a meaningful experience in conjunction with other aspects of the educational process. Unfortunately, however, membership or prospective membership in an organization is sometimes accompanied by an activity commonly known as "hazing." Hazing has been deemed as generally including, among other things:

1. Any action or situation which recklessly or intentionally endangers mental or physical health or involves the consumption of liquor, drugs, or other substances for the purpose of initiation into or affiliation with any organization;
2. Any other act or series of acts which cause bodily or physical harm or danger;
3. Mistreatment by playing stunts or practicing abusive or humiliating tricks that subject an individual to personal indignity, humiliation or ridicule;
4. Harassment by exacting unnecessary, disagreeable, difficult, or degrading work or harassment by ridicule, criticism, or public embarrassment.

B. Hazing is a violation of the Penal Law and other laws of the State of New York. Accordingly, the College affirms its policy that it will not condone hazing of any kind. To this end, any student or organization that engages in hazing may be ejected from the campus and, where appropriate, shall be subject to suspension, expulsion, or other disciplinary action.

1. In the case of an organization: the College may take any or all of the following actions against any organization which authorizes hazing or whose members (whether individual or in concert) engage in hazing: rescind permission for the organization to operate on campus property; rescind recognition of the organization; freeze and/or rescind its budget; and prohibit the organization from using the College's name.
2. In the case of a student(s): the student shall be requested to cease and desist from such prohibited conduct, and if he/she fails to do so, necessary and appropriate action will be taken to eject such student from College property, consistent with Section I of the Student Code of Conduct. In addition, disciplinary proceedings shall be commenced, pursuant to the Student Code of Conduct, against any student who engages in hazing. In accordance with those procedures, the penalties of suspension, expulsion, or other disciplinary action may be imposed.
3. Wherever, in the opinion of the President or his designee, the conduct of any individual or organization poses an imminent threat to the physical or emotional safety of himself/herself, to others or to the property, the President or his designee may immediately suspend such individual or organization from the campus pending an appropriate hearing and the final determination therein, consistent with Section II of the Student Code of Conduct.
4. In addition to the foregoing, the College reaffirms its right to utilize and seek the aid of public authorities and such judicial, civil, and criminal processes and proceedings as may, in the discretion of the College, be necessary and appropriate. Any penalty imposed by the College may be in addition to any penalty pursuant to the Penal Law or any other law to which a violator or organization may be subject.

C. The foregoing Rules and Regulations shall be deemed to be part of the bylaws of all College organizations.

rev. April 18, 2013

## Student Rights & Responsibilities

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

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

### Alert for Student Success

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

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

### Classroom Expectations

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

#### You are expected to:

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

### Discrimination and Harassment is Unlawful

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

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

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

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

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

### **Nassau Community College**

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

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

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

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.
  - A student should submit a written request to the Office of the Registrar that identifies the record(s) the student wishes to inspect. A College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the particular records are not maintained by the Office of the Registrar, the College official responding to the request shall advise the student of the correct Department and individual within the College to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
  - A student who wishes to ask the College to amend a record should write to the College official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.
  - If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and of the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when the student is notified of the right to a hearing.
3. The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent, as described below. Nassau Community College will not disclose information from a student's education record without the student's written consent, except in the following situations:
  - The College discloses education records without a student's prior written consent to school officials with legitimate educational interests.
    - A "school official" is a person employed by the College in an administrative, supervisory, academic, or support staff position (including Public Safety personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
    - A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College.
  - Upon request, the College also discloses education records without the student's consent to officials of another school in which a student seeks or intends to enroll, as long as the disclosure is for the purposes related to the student's transfer or enrollment in such institution.
  - Disclosure to authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Department of Education, state/local educational authorities, organizations conducting studies for or on behalf of the College, and accrediting organizations. Disclosures under this provision may be made in connection with an audit or evaluation of Federal or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements related to those programs. These entities may make further disclosures of Personally Identifiable Information to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf.
  - Disclosure is in connection with a student's application for, and receipt of, financial aid, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of such aid.
  - Disclosure is to comply with a judicial order or lawfully issued subpoena.
  - Disclosure is to parents of dependent students, as defined by the Internal Revenue Code of 1986, Section 152. (While FERPA permits disclosure of records to parents of dependent students without student consent, it does not require such disclosure. The parent must provide a copy of their most recent federal income tax return establishing the student's dependency. Full rights under the Act shall be given to either parent, unless the College has been provided with evidence that there is a court order, or other legally binding document relating to such matters as divorce, separation or custody that specifically revokes those rights.)
  - Disclosure is to appropriate parties in the event of a health or safety emergency.

- Disclosure of information the College has designated as "Directory information", as more particularly described below.
  - Disclosure is to a victim of a crime of violence or a non-forcible sex offense, when such disclosure is of the final results of any disciplinary proceedings conducted by the College against the alleged perpetrator of such crime or offense.
  - Disclosure to the general public of the final results of a disciplinary proceeding, if the College determines that the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the College's Code of Conduct with respect to the allegation made against him or her.
  - Disclosure is to the student's parent about the student's violation of any Federal, State or local law, or any policy of the College which governs the use and possession of drugs or alcohol, but only if the student is under 21 years of age.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

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

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

### DIRECTORY INFORMATION

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

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

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

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

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

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

## Student Policy for a Drug-Free Campus

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

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

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

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

## SUNY Admission Policy

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

Nassau Community College is committed to providing an opportunity for all qualified applicants to receive a quality education. In accordance with Article 23A, Section 750, 752, and 753 of the New York State Corrections Law, applicants who have been incarcerated due to any felony conviction, or have been dismissed from an institution of higher education for disciplinary reasons, may be accepted to study at Nassau Community College, providing the applicant is able to successfully satisfy the evaluation process. NCC reserves the right to deny an applicant's request for admission to the College or to a selected program at the College if the applicant's prior felony conviction or incarceration or applicant's disciplinary record would prevent the applicant from successfully completing or obtaining a required license and/or certification associated with the program. It is the policy of Nassau Community College to require supplemental information from applicants who have been convicted of a felony or who have been dismissed from another college due to disciplinary misconduct. This information will be reviewed by the Admissions Review Committee.

The Admissions Review Committee may deny admission to applicants based on an individual's prior conduct or conviction where the admission "would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public" (Corrections Law, section 752). The Committee may also recommend the applicant be admitted with or without special conditions related to major selection, course scheduling, or involvement in campus activities.

#### The definition of a felony provided by SUNY is as follows:

A felony in New York State is defined as a crime for which more than one year in prison may be imposed. The felony question applies if you have been convicted as an adult. If you have been adjudicated as having juvenile delinquent or youthful offender status, you are not required to respond to the felony question.

An affirmative response to either question will not automatically prevent admission, but you will be asked by your college choices to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in denial of admission or disciplinary action.

Applicants' with previous felony convictions(s) or dismissal(s) from an institute of higher education must successfully provide additional information that will be reviewed by a committee and the Vice President of Academic Student Services, or his/her designee. In addition to the required admissions materials, applicants with one or more felony convictions must also provide a letter from his/her Probation or Parole Officer (or character reference if Probation/Parole is not applicable) and applicant's records/transcripts from any previously attended Colleges or Universities.

Failure to disclose felony status or disciplinary dismissals, or intentional misrepresentation within any area of the application process, may result in the immediate dismissal of any student found to be culpable.

### Procedures for the Admission of Persons with Felony Convictions or Disciplinary Dismissals

1. Complete the appropriate admissions application. Include copies of all required academic information needed for the type of admission being sought.
2. Complete a *Request for the Admissions Review Committee* form (available in the Office of Admissions) and submit completed form to the Office of Admission at least 30 days prior to the start of the semester. All areas of the form must be completed. These include:
  - a. Summary of conviction or disciplinary charge
  - b. Date(s) and location(s) of offense(s)
  - c. Summary of sentence or judiciary judgment or disciplinary actions, including any special provisions
  - d. In addition, for those with felony convictions:
    - i. Date of parole
    - ii. Age at the time of most recent offense(s)
    - iii. Information regarding rehabilitation and good conduct
    - iv. Letter from Probation/Parole Officer (or character reference if Probation/Parole is not applicable)
3. The Admissions Review Committee will convene to review all materials pertaining to the applicant's admission. The Committee will have access to and will consider all available information specified above, including the applicant's past academic record(s). All pertinent information will be reviewed.
  - a. The Admissions Review Committee will consist of the following individuals:
    - i. The Dean of Admissions or his/her designee, who will chair and convene the committee,
    - ii. The Director of Public Safety or his/her designee, and
    - iii. The Dean of Students or his/her designee
4. The Admissions Review Committee submits its recommendation for review by the Vice President of Academic Student Services, or his/her designee. If the VP or designee concurs with recommendation, the student is notified of the decision. If the VP or designee requires additional documentation or review, he/she may return the application to the Admissions Review Committee for follow up.
5. Applicants who have been convicted of a felony offense or dismissed due to a disciplinary action, who meet the NCC admission qualifications, may be accepted with certain conditions that will be determined on a case-by-case basis.

6. If the review process finds that applicant's admission to NCC would involve unreasonable risk to property, or the safety or welfare of specific individuals or the general public, as outlined in Article 23A, Section 753 of the New York State Corrections Law, the applicant will be informed that admission has been denied.

## Admissions Information

Students interested in attending Nassau Community College should consult the college website at [www.ncc.edu/admissions](http://www.ncc.edu/admissions) for up-to-date information and program requirements.

### DEGREE-SEEKING STUDENTS

#### New Students

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

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

Students are encouraged to print the application found online at [www.ncc.edu/admissions](http://www.ncc.edu/admissions). Paper applications can be obtained through the high school guidance counselor or by writing to: Office of Admissions, Nassau Community College, One Education Drive, Garden City, NY 11530-6793, or by calling 516.572.7345, or via email at [admissions@ncc.edu](mailto:admissions@ncc.edu).

Requirements for admission to specific programs vary. Most important are the applicant's high school record and, in the case of a transfer student, college record(s). Scholastic Aptitude Test (SAT) and/or American College Test (ACT) scores are not required, but can be helpful in making a positive admission decision when a student does not meet the criteria for a particular program. SAT or ACT scores may also be used to waive students from sections of the College's assessment test. Students who have taken the SAT and/or ACT are encouraged to submit these test scores to the College, as part of their application.

Applicants with international credentials and international applicants who require a Student (F-1) Visa must submit additional application materials and must review our latest requirements online at [www.ncc.edu/admissions/internationalstudents](http://www.ncc.edu/admissions/internationalstudents).

High school graduates or holders of the G.E.D. who do not meet the academic requirements for admission to a particular area of study should make an appointment with an admissions counselor to discuss appropriate options.

Applicants to selective programs, such as Nursing and the Allied Health Sciences, who fail to meet eligibility requirements for admission to these programs, should contact the Office of Admissions to discuss the necessary and appropriate course work that may enable them to qualify for admission at a later date. The Office of Admissions, in conjunction with several academic departments, holds informational workshops and/or individual sessions with prospective students to ensure that students are aware of prerequisites for admission to these programs. All applicants for matriculated status and for enrichment programs are required to take assessment tests in English, reading, and mathematics unless specifically exempted from the tests by the Office of Admissions. The results of these tests, which are used for placement and advisement, may affect a student's admission to certain programs or academic areas, but not to the College.

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

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

### JOINT ADMISSIONS TO FOUR-YEAR COLLEGES

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

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

**Transfer Students:**

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

**RE-ADMISSION****Returning Students:**

Students in good academic standing who have previously attended Nassau Community College, and who have not enrolled at the College in four (4) consecutive semesters (including fall, winter, spring, or summer semesters) are considered to be returning students, for the purposes of registration. Such students must be readmitted and are charged a re-admit fee. Returning students who have not attended another college may go directly to the Office of the Registrar for re-admission. Returning students who have attended another college after leaving NCC must reapply through the Office of Admissions, in order for their transfer courses to be evaluated. Students who were dismissed and want to return should review the Academic Standing section of this catalog for information on how to re-admitted.

Returning students requesting a new area of study must submit to the Office of the Registrar a Change of Program form approved by the appropriate academic department chairperson. Students who were once enrolled in high-demand programs, such as Nursing or one of the Allied Health Science programs, may not be permitted to re-enroll in these departments if seats are not available.

Returning students interested in re-entering any of these high demand programs should contact the appropriate academic department. If readmission to the program is not possible, students will have to select another program of study, if they wish to enroll as degree-seeking students with matriculated status.

**COURSE CATALOG FOR ADMISSION**

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

**NON-DEGREE SEEKING STUDENTS**

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

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

**Visiting Students:**

Students who are matriculated at another institution may, with the permission of their home institution, study at Nassau Community College for up to two consecutive semesters, while maintaining matriculated status at their home college. This procedure enables a student to test another environment without making a complete transfer. For information and a Visiting Student application, visit us online or contact the Office of the Registrar.

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

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

1. completion of the junior year (11th grade) of high school;
2. completion of at least 16 academic units of college-prep courses in high school;
3. achievement in high school that would place the applicant in the upper 20 percent of the high school class;
4. standardized test scores which give strong evidence of intellectual ability to do college work;
5. sufficient emotional maturity to cope with and benefit from an early college experience, as evidenced in an interview with an admissions counselor;
6. permission of the high school counselor or principal.

Applicants for the Early Admission option must complete the College's admission application. The student must call for an interview appointment with a Nassau admissions counselor and bring to the interview:

1. a brief statement of the intended purpose of early study;
2. recommendation of a counselor or principal, including a list of specific courses that the student must complete at the College to qualify for a high school diploma (if applicable);

3. a transcript of high school courses completed and in progress;
4. all available standardized test results; and
5. recommendations from at least two teachers.

### **High School Enrichment**

The College also enables some high school seniors to enroll in College courses (maximum of two courses per semester) during the regular academic year, while continuing to attend high school. Students applying for this enrichment option usually must meet the following minimum requirements:

1. completion of the junior year (11th grade) of high school;
2. achievement in high school that would place the applicant in the upper 20 percent in subjects being elected for advanced study;
3. evidence of sufficient emotional maturity to cope with and benefit from an early college experience as evidenced in an interview with an admissions counselor;
4. acceptable general academic achievement in high school;
5. permission of high school counselor or principal.

### **Honors Connection**

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

### **The High School Equivalency or GED**

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

1. be at least 18 years of age and
2. have been out of high school at least one year past the date of graduation of their high school class and
3. exhibit a genuine desire to obtain a college degree.

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

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

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

### **Students Schooled at Home**

While Nassau Community College recognizes home schooling as a legitimate educational option, students schooled at home who are unable to present diplomas from educational agencies that are state-endorsed and regionally accredited are considered to be without a high school diploma, and are expected to meet the same admission requirements described for equivalency diploma (GED) candidates and are encouraged to meet the requirements necessary to obtain the GED. The College reserves the right to require students to present appropriate proof of an approved high school diploma.

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

## GUARANTEED TRANSFER AGREEMENTS

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

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

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

## MMR & Meningitis Immunizations

### MMR IMMUNIZATIONS REQUIREMENT

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

**In order to avoid disenrollment, the College requires students to submit proof of immunization prior to admission.**

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

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

### MENINGITIS REQUIREMENT

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

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

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

### AND EITHER

Record of meningococcal meningitis immunization within the past 10 years;

### OR

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

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

For more information please visit our [Health Services](#) webpage.

## Skills Placement Tests

### Skills Assessment Tests In English, Reading, and Mathematics

All degree and certificate seeking applicants to the College are required to take a placement test prior to registration. This test assesses skills in the areas of writing, reading, and mathematics, with the results used to determine if special course work must be taken in those subject areas. Students whose native language is not English are required to take an English-as-a-Second Language test in lieu of the College's regular placement test.

**However, exemptions will be granted in the appropriate testing areas as follows:**

- **Mathematics:** Students presenting a score of 510 to 549 on the SAT mathematics section, or a score of 22 to 23 on the ACT mathematics section shall be exempt from the arithmetic portion of the exam used for math placement. These students shall be given the algebra portion of the exam to determine any need for remediation in algebra. Furthermore, if there is no such need, they shall be given the

college level math portion of the exam to determine their placement into credit math courses. Students presenting a score of 550 or more on the SAT mathematics section, or a score of 24 or more on the ACT mathematics section shall be exempt from both the arithmetic and the algebra portions of the exam used for math placement.

- **Reading:** Students presenting a score of 550 or more on the SAT critical reading section, or a score of 24 or more on the ACT reading section shall be exempt from the reading placement exam. These students shall also be exempt from all reading remediation.
- **Writing:** Students presenting a score of 540 or more on the SAT writing section, or a score of 24 or more on the ACT English section shall be exempt from the writing placement exam. Furthermore, these students shall be placed into ENG 101, Introduction to Composition, the first credit-bearing English course in the composition series.
- **Post-graduate and Transfer Students:** Exemptions from the placement test will be given to those students who provide documentation that they possess a college degree from an accredited institution. In addition, transfer students who submit documentation that they have successfully completed a college level mathematics course equivalent to Nassau's MAT 109 (Algebra and Trigonometry) or higher shall be exempt from the mathematics portion of the placement test. Those who submit documentation that they have successfully completed a college level course equivalent to Nassau's ENG 101 (Composition I) shall be exempt from the reading and writing portions of the placement test.

**Please note that: Some students who have been exempted from any part of the NCC placement testing process, but who are applying for federal or state financial aid, may be required to prove "ability to benefit" (ATB) through applicable sections of the NCC Placement tests.**

The Departments of English, Reading/Basic Education and Mathematics/CSC/ITE have developed certain circumstances under which some incoming students may be offered the opportunity to retake part of the placement examination in areas where they are initially unsuccessful. These policies and procedures are available at the Testing Center.

Students whose test results indicate a need for special courses must take those courses during the first semester of attendance and continue taking them in successive semesters until completing them satisfactorily. Successful completion of prescribed remedial work is a prerequisite to enrollment in specific credit-bearing courses.

These specialized courses in English, reading, and mathematics are found in the Course Description section of this catalog under BEP 090, BEP 091, BEP 092, COM 030, ENG 001, ENG 002, ENG 030, MAT 001, MAT 002, MAT 003, RDG 001, RDG 002, RDG 030.

The College reserves the right to test or exempt from testing any student regardless of status applied for and/or deny admission to specific course offerings based on test results. The College reserves the right to deny registration privileges to any student who does not comply with all aspects of the Placement Testing Policy.

For further details on specific time and place of assessment testing, see our website [www.ncc.edu/placementtesting](http://www.ncc.edu/placementtesting) or contact the Coordinator of Testing at 516.572.7780

### Transferring Credits

Only equivalent courses with a grade of "C" or higher relevant to a student's degree requirements at Nassau will be accepted from other regionally accredited postsecondary institutions to apply toward a degree. Although a minimum of 33 residential credits must be completed at NCC within the degree (15 credits within a certificate), the College may transfer additional courses in case students change their program of study while in attendance. Courses above the 33 credits will be initially excluded. Students must submit a Change of Program request to change their major—at which time all transferred in courses will be reviewed once again. Courses completed on a trimester or quarterly basis will be converted to semester hour credits. Questions regarding evaluation of transfer credits should be referred to the Office of Admissions.

### Additional Credit or Course Placement Opportunities

Opportunities are available to students through a policy of credit allowance for "life experience" and "credit by examination." Placement into courses or credit may be granted as is approved by the College based on one or more of the following methods: (1) Departmental criteria (including written examinations, interviews, evaluation of past work or study, auditions, etc.); (2) College Level Examination Program (CLEP); (3) College Proficiency Examination (CPE); (4) Advanced Placement tests (AP); (5) International Baccalaureate (IB) exams; (6) United States Armed Forces Institute Examinations (USAFI/DANTES). For additional information, see "Programs for Military Personnel."

Credits earned by examination or departmental assessment are counted as non-resident credits and are not computed in the cumulative grade point average nor in the total number of credit hours carried for the semester in which they are awarded. A student may receive advanced placement with credit by passing, with a minimum score established by the department, an examination in the appropriate subject area. A student may have preliminary course(s) waived (advanced placement without credit) and register for more advanced course(s) upon satisfactory departmental assessment. In either case, the student must file an application with the department chairperson. The departments awarding credit for advanced standing and/or "life experience" are Accounting/Business Administration, Allied Health, Art, Biology, Criminal Justice, Engineering/Physics/Technology, Health/Physical Education/Recreation, Hospitality Business, Marketing/Retailing, Mathematics/Computer Science, Music, Nursing, Office Technology, Physical Science, Psychology, Sociology, and Theatre/Dance. Students interested in advanced standing and/or "life experience" credit should contact the appropriate department. See the section on Academic Departments and Curricula.

Nassau Community College subscribes to the concept of earning credit through special programs, such as Independent Study and College Proficiency Examinations, sponsored by the State University of New York and the New York State Education Department. Credit may be applied toward a degree in one or a combination of any of these special programs, if a grade equivalent to "C" or higher is obtained. Further information on these special programs is available by writing directly to the State Education Department, Albany, NY 12224.

### Admission of Persons with Felony Convictions or Disciplinary Dismissals

Applicants who have been incarcerated due to any felony conviction, or have been dismissed from an institution of higher education for disciplinary reasons, may be accepted to study at Nassau Community College, providing the applicant is able to successfully satisfy the evaluation process. Applicants must submit a Request for the Admissions Review Committee form at least 30 days prior to the start of the semester along with required documentation, appropriate reference letter and meet the admission completion deadlines established.

The College may deny admission to applicants based on an individual's prior conduct or conviction where the admission "would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public" (Corrections Law, section 752). The College may also admit an applicant with or without special conditions related to major selection, course scheduling, or involvement in campus activities. The College reserves the right to deny an applicant's request for admission to the College or to a selected program at the College if the applicant's prior felony conviction or incarceration or applicant's disciplinary record would prevent the applicant from successfully completing or obtaining a required license and/or certification associated with the program.

## Special Programs

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

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

### FRESH START

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

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

### Application Procedure for Fresh Start:

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

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

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**HONORS**

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

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**THE ACHILLES PROJECT**

NCC offers a special program for high-potential students with learning challenges (called twice exceptional or 2e). Achilles instructors are trained in the unique needs of this population and in differentiated instruction, a teaching method that modifies instruction and student information-processing based on students' learning style, skill level, and interests. Students who meet 2e identification criteria, briefly described below, may participate. There is no designation of program participation on their transcripts.

Achilles students enroll in a five-course schedule that features two courses in their areas of strength (one in a subject of interest, the other in that using their learning style), one course in their area of challenge, NCC 101 that targets organizational/ study skills, and one course in any subject meeting their degree requirement. The strength area may be in an academic discipline or in such areas as the visual arts, performing arts, athletics, computer science or engineering. Tutoring and faculty teaming provide additional academic support. Students may also elect fewer than five Achilles courses. All Achilles courses fulfill the requirements for any Associate Degree.

Achilles students must also participate in a curriculum called "Odyssey: Inward and Outer Explorations" for social skills and emotional growth. Activities to enhance self-knowledge, self-expression, self-advocacy, stress management and social skills, as well as community service projects, are offered. Students must also meet with our job placement counselor to explore career interests/internship and with assigned advisors for personal and academic matters.

To be considered for the Achilles Project, applicants must have a Regents diploma, require no more than one remedial course at NCC, and show evidence through records and an interview of strength and weakness areas with a pronounced discrepancy between them. To apply for this program, please (1) submit the application for the College through the Admissions Office, (2) take the NCC Accuplacer tests, and (3) contact Dr. Valerie Lagakis, the Achilles Project Coordinator, at 516.572.9687.

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**ENGLISH AS A SECOND LANGUAGE**

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

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

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

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

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**DISTANCE EDUCATION**

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

- A fully online course is a class in which the course content and instruction are delivered entirely through the web using the learning management system, Blackboard Campus Edition 8 (CE8).  
*Note: Students may be required to take examinations at a proctored site.*
- A hybrid course combines face-to-face classroom instruction with online learning. The coursework is evenly divided between on-campus meetings and web-based activities.

NCC also offers telecourses through the Office of Distance Education. A telecourse combines the viewing of television and radio programs and audio/video resources with learning activities and assignments. Students communicate with the instructor via telephone, email, and on-campus appointments. Additionally, some courses may make use of the online learning management system, Blackboard Campus Edition 8 (CE8).

*Note: A minimal number of on-campus meetings may be required.*

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

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

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### **WEEKEND COLLEGE**

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

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

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

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

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### **SUMMER SESSIONS**

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

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

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

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

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

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

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

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

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### **LEARNING COMMUNITIES, NSINCC**

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

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

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### **INTERNATIONAL PROGRAMS AND SERVICES**

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

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

For more information, contact the Office of International Student Affairs at 516.572.7053, or via e-mail at isaoff@ncc.edu. Information and application materials can be found at [www.ncc.edu/Admissions/InternationalStudents](http://www.ncc.edu/Admissions/InternationalStudents).

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

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

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

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### **PROGRAMS FOR MILITARY PERSONNEL**

#### **Reserve Officer Training**

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

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

**Service Members Opportunity College (SOC)**

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

**Concurrent Admissions Program (CONAP)**

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

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**FINANCES**

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

**Items in the Finances section include:**

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

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

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

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

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

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

Students who register for 12 or more credits or their equivalent during the fall and spring semesters are considered full-time students and pay full-time tuition and fees. During the summer semester the full-time rate does not apply; charges are based on credits or their equivalent. The tuition and fee schedule, effective with the fall 2012 semester, is subject to change at the discretion of the College. Registration is complete only upon full payment of tuition and fees.

<b>TUITION New York State Resident:</b>	<b>FULL-TIME* (12 or more credits)</b>	<b>PART-TIME (Per Credit)</b>	<b>NON-CREDIT (Per Lecture Hour)</b>
Nassau County Resident	2044.00	171.00	171.00
<sup>1</sup> Out of Nassau County Resident with Certificate (Each academic year, a valid Certificate of Residence must be submitted not earlier than sixty (60) days prior to the beginning of the semester)	2044.00	171.00	171.00

<b>TUITION New York State Resident:</b>	<b>FULL-TIME* (12 or more credits)</b>	<b>PART-TIME (Per Credit)</b>	<b>NON-CREDIT (Per Lecture Hour)</b>
Out of Nassau County Resident Without Certificate	4088.00	342.00	342.00
Out of New York State Resident	4088.00	342.00	342.00
Half (½) Credit/Lecture Hour Courses - one half of the above rates.			
<sup>2</sup> Off-Site High School Courses		57.00	
<b>Fees</b>			
Activity/Laboratory/Material Fees: depending upon course, not to exceed	100.00		
<sup>3</sup> Technology Fee (Full time/ Part time)	40.00	15.00	
Special Course Fee, costs to be determined by contract	Costs to be determined		
<b>Consolidated:</b> \$2 per credit, not to exceed	30.00		
International Student Health Insurance Fee, determined by underwriter, not to exceed.	2,000.00		
<b>Extracurricular Fee</b>			
<b>Full-Time</b> , including Student Accident Insurance	90.00		
<b>Part-Time</b> , including Student Accident Insurance (per credit)		9.00	
<b>NON-REFUNDABLE FEES</b>			
Admissions Application Processing	50.00		
Re-Admit Processing	25.00		
<sup>4</sup> Late Period Change of Program/Late Registration	25.00		
<sup>5</sup> Late Period Tuition Payment	25.00		
Tuition Payment Plan Enrollment	40.00		
Tuition Payment Plan Late Fee	25.00		
Certificate of Immunization Document	5.00		
Diploma Replacement	15.00		
Replacement ID Card	10.00		

<b>TUITION New York State Resident:</b>	<b>FULL-TIME* (12 or more credits)</b>	<b>PART-TIME (Per Credit)</b>	<b>NON-CREDIT (Per Lecture Hour)</b>
Returned Check Processing	20.00		
Liability Insurance required for clinical laboratory courses (Payable Once) each academic year, not to exceed	250.00		
Advanced Standing Nursing Program Evaluation	75.00		
Voluntary Alumni Association Membership	50.00		
Online Credit Card Payment Convenience Fee	18.00		
<sup>6</sup> Vehicle Registration Fee, full academic year rate	45.00		
International Internship Program Fee (per semester)	300.00		
International Student Dormitory Fee (per semester)	100.00		

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

1. Education Law, Section 6305, provides, "The chief fiscal officer of each county, as defined in Section 2.00 of the local finance law, shall, upon application and submission to him of satisfactory evidence, issue to any person desiring to enroll in a community college as a non-resident student a certificate of residence showing that said person is a resident of said county... Such person shall upon registration for each college year, file with the college such a certificate of residence issued not earlier than two months prior hereto, and such certificate of residence shall be valid for a period of one year from the date of issuance." Education law, section 6301, paragraph 4, defines: "Resident" A person who has resided in the state for a period of at least one year and in the county, city, town, intermediate school district, school district or community college region, as the case may be, for a period of at least six months, both immediately preceding the date of such person's registration in a community college or, for the purpose of section sixty-three hundred five of this article, his/her application for a certificate of residence. In the event that a person qualifies as above for the state residence but has been a resident of two or more counties in the state during the six months immediately preceding his/her application for a certificate of residence pursuant to section sixty-three hundred five of this chapter, the charges to the counties of residence shall be allocated among the several counties proportional to the number of months, or major fraction thereof, of residence in each county.
2. Subject to New York State residency requirements; high school students not meeting residency requirements will be charged \$114 per credit.
3. Except students registered solely in non-credit Continuing Education, off-campus extension classes, off-site High School programs and International Studies Courses.
4. The Late Period is designated to be within ten (10) College Business Days before the start of each session.
5. The Late Period Tuition Payment Fee will be charged for any form of payment which is made on or after the first day of classes.
6. Academic Year charge of \$45. If purchased separately: \$25 per fall or spring semester; \$10 per winter semester; \$15 per summer semester.

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

**Students with overdue tuition and fees may be referred to a collection agency and will incur additional liabilities for associated costs and processes.**

Tuition and Fee Schedule 2013-2014 SFA 06/18/2013

## **Student Tuition Liability and Refund Policy**

### **Schedule Of Student Tuition Liability**

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

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

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

\*\*This policy corresponds to the Code of Standards and Procedures for Community Colleges operating under the program of the State University of New York (8 NYCRR 602.11).

Non-attendance in a class, informing the instructor of withdrawal, or stopping payment on a check, do not constitute official withdrawal notification. Students are liable for payment of tuition and fees due up to the date on which the application for withdrawal is officially approved within the refund period. Refunds will be calculated based upon the date of withdrawal as approved by the Registrar and verified by Student Financial Affairs. Students should allow at least six (6) weeks beyond the Liability/Refund Policy for refund checks to be processed. A valid address must be on file with the Registrar in order to process a refund check.

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

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

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

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

# Students with overdue tuition and fees may be referred to a collection agency and will incur additional liabilities for all associated collections costs processes. Students should allow at least six (6) weeks beyond the Liability/Refund Period for refunds to be processed.

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

## Third Party Sponsored Payments

### Third Party Sponsored Payments

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

## Scholarships

### Scholarships

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

### Nassau Community College Scholarships

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

Nassau Community College makes scholarship monies available each year for a variety of programs through the College Foundation Office and administered by the Scholarship and Student Aid Committee of the Academic Senate. Students are urged to apply for these scholarships. For more information go to [www.ncc.edu/scholarships](http://www.ncc.edu/scholarships).

### Other Scholarship Sources

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

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

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

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

### Disclaimer regarding scholarship search websites

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

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

## FINANCIAL AID

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

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

## Federal Student Aid

The first step to financing your education is to complete the Free Application for Federal Student Aid at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The information is confidential and only sent to the colleges you list on the FAFSA. **Nassau's school code is 002873.**

The student and parent must obtain a Personal Identification Number (PIN) from the U.S. Department of Education. This may be done by following the directions at [www.pin.ed.gov](http://www.pin.ed.gov). The PIN serves as an electronic signature. Filing the FAFSA electronically is faster and less error-prone.

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

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

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

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

The college receives the results of your FAFSA and provides a financial aid award package for you. NCC will mail an award letter to the address on record with the Office of the Registrar. Students can also view their award package, read messages, accept or decline loans and determine what documents are required by logging into your MyNCC account at [www.ncc.edu/myncc](http://www.ncc.edu/myncc).

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

## Cost of Attendance

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

Estimated full-time educational costs for the 2013-2014 academic year at Nassau Community College:

### Dependent Student - Resident

Tuition: \$4,088  
Fees: \$320  
Books and Supplies: \$1,500  
Transportation: \$1,200  
Personal/Miscellaneous: \$1,050  
Room and Board: \$3,900  
Total: \$12,058

### Independent Student - Resident

Tuition: \$4,088  
Fees: \$320  
Books and Supplies: \$1,500  
Transportation: \$1,200  
Personal/Miscellaneous: \$1,050  
Room and Board: \$11,450  
Total: \$19,608

## General Eligibility Requirements

### General Eligibility Requirements

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

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

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

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

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

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

### Refund Policy for Federal Financial Aid Recipients

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

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

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

## Federal Grant Programs

### Federal Grant Programs

**Pell Grant**

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

**Supplemental Educational Opportunity Grant (SEOG)**

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

**Iraq and Afghanistan Service Grant**

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

**Federal Loan Programs****Federal Loan Programs**

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

**Stafford Direct Loan Program**

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

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

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

**Perkins Loan Program**

The Federal Perkins Loan Program provides low interest loans to help students with high need finance the costs of postsecondary education.

Students will need to complete a Perkins promissory note, which is separate from the Stafford loan promissory note, with the College's Perkins Loan Administrator in order to receive this loan.

Perkins borrowers are eligible for loan cancellation for teacher service at low-income schools and under certain other circumstances specified in the law (HEA). Students may defer repayment of the loan while enrolled (at least half-time) at a postsecondary school. A borrower who has difficulty repaying a Perkins Loan should contact the school where he or she received the loan to find out if he or she is eligible for a deferment or forbearance based on economic hardship or other circumstances.

Federal regulations require that upon graduation or withdrawal from the College, the borrower schedule an exit interview with the Perkins Loan Administrator, located in the Office of Student Financial Affairs.

**Nursing Student Loans**

This aid program is limited to students enrolled in the Nursing Program only. The student must demonstrate financial need to be considered for this 5% low-interest loan. The maximum award offered is \$1,500 per semester with a minimum of 6 degree-bearing credits. A separate promissory note is required for this loan.

**Parent PLUS Loans**

PLUS loans are unsubsidized loans for the parents of dependent students. PLUS Loans help pay for education expenses up to the cost of attendance minus all other financial assistance.

Applicants for this loan must be the student's biological or adoptive parent or the student's stepparent, if the biological or adoptive parent has remarried at the time of application. Your child must be a dependent student who is enrolled at least half-time at a school that participates in the Direct Loan Program.

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

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

**Federal Student Aid Loan Servicers**

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

You will need your PIN. This is the same number you used to sign your FAFSA.

## Federal Work-Study Program

### Federal Work-Study Program

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

## Satisfactory Academic Progress

### Satisfactory Academic Progress for all Federal Aid Recipients

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

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

A review of federal aid eligibility will be completed at the end of the Spring semester to determine eligibility for the new aid year.

Students will be notified via their NCC email if they did not meet the federal requirements for academic progress.

A student may appeal this decision if they can document that extenuating circumstances caused the poor academic performance. Appeals are a one-time option for unforeseen, extenuating circumstances and are not for ongoing medical issues. Students with approved appeals will be given a probationary semester in which they will be granted federal aid for one semester. At the end of the probationary semester their progress will be reviewed to determine if they are eligible for federal aid in the next semester. If it is determined that the student is still not making academic progress, no aid will be issued for the following semester and no additional appeal will be accepted.

### Steps to appeal:

- Download and Complete an Appeal form for Federal Student Aid
- Submit the appeal form and any supporting documentation which can justify why your academic progress suffered and how you plan to remedy it for future semesters by August 1
- Approximately two weeks from when documents are submitted a decision will be sent to your NCC email

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

See following chart.

Earned	Max Attempted	Min GPA
1	1.5	1.7
2	3	1.7
3	4.5	1.7
4	6	1.7
5	7.5	1.7
6	9	1.7
7	10.5	1.7
8	12	1.7
9	13.5	1.7
10	15	1.7
11	16.5	1.7
12	18	1.7
13	19.5	1.7
14	21	1.7
15	22.5	1.8

16	24	1.8
17	25.5	1.8
18	27	1.8
19	28.5	1.8
20	30	1.8
21	31.5	1.8
22	33	1.8
23	34.5	1.8
24	36	1.8
25	37.5	1.8
26	39	1.8
27	40.5	1.8
28	42	1.8
29	43.5	1.8
30	45	1.9
31	46.5	1.9
32	48	1.9
33	49.5	1.9
34	51	1.9
35	52.5	1.9
36	54	1.9
37	55.5	1.9
38	57	1.9
39	58.5	1.9
40	60	1.9
41	61.5	1.9
42	63	1.9
43	64.5	1.9
44	66	1.9
45	67.5	1.9
46	69	1.9
47	70.5	1.9
48	72	2
49	73.5	2
50	75	2
51	76.5	2
52	78	2
53	79.5	2

54	81	2
55	82.5	2
56	84	2
57	85.5	2
58	87	2
59	88.5	2
60	90	2
61	91.5	2
62	93	2
63	94.5	2
64	96	2
65	97.5	2
66	99	2
67	100.5	2
68	102	2
69	103.5	2
70	105	2
71	106.5	2
72	108	2
73	109.5	2
74	111	2
75	112.5	2
76	114	2
77	115.5	2
78	117	2

## State Aid

### State Aid

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

## Tuition Assistance Program (TAP)

### New York State Grant Programs

#### Tuition Assistance Program (TAP)

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

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

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

To be eligible for TAP, you must:

- Be a United States citizen or eligible noncitizen

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

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

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

Based on the number of TAP payments received the student;

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

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

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

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

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

## TAP Satisfactory Academic Standing Waiver

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

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

## Part-Time TAP

### Part-Time TAP Program

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

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

- Be a United States citizen or eligible non-citizen
- Be a legal resident of New York State
- Have graduated from high school in the United States, or earned a GED, or passed a federally approved "Ability to Benefit" test as defined by the Commissioner of the State Education Department
- Be matriculated in an approved program of study and be in good academic standing
- Be charged at least \$200 tuition per year
- Be taking at least 6 but fewer than 12 credits per semester
- Not be in default on a State or federal student loan or on any repayment of state awards. Meet income eligibility limitations

## Aid for Part Time Study (APTS)

### Aid for Part Time Study (APTS)

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

## Graduates of High Schools Outside the United States

### Graduates of High Schools Outside of the United States

Students first receiving state aid in 2006-07 who do not have a certificate of graduation from a recognized school within the United States providing secondary education (a high school diploma or recognized equivalent), must obtain a "passing score on a federally approved ability-to-benefit (ATB) test that has been independently administered and evaluated as defined by the Commissioner of the State Education Department" in order to receive New York State funded grants or scholarships. The ATB test must be taken prior to the end of the College's add/drop period to be considered for NY State aid for that semester. To schedule the Ability to Benefit test contact the [Placement Testing Office](mailto:placementtesting@ncc.edu) at 516.572.9604 or [placementtesting@ncc.edu](mailto:placementtesting@ncc.edu).

## New York State Scholarship Programs

### New York State Scholarship Programs

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

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

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

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

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

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

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

## Veterans Benefits

### Veterans Benefits

Once a student has completed the admissions process and is a registered student, he/she should meet with a VA Certifying Official in the Office of the Registrar. The enrollment certification process must be repeated every term after you have completed your registration.

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

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

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

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

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

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

### Vocational Rehabilitation (Chapter 31)

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

### Reservists/National Guard (Chapter 1606)

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

## Study Abroad

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

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

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

## Rights and Responsibilities

### Rights and Responsibilities

1. Complete the Free Application for Federal Student Aid (FAFSA) every academic year: [www.FAFSA.gov](http://www.FAFSA.gov). A student aid report (SAR) will be emailed to you from the Department of Education notifying you of your EFC (Expected Family Contribution). This information will also be sent to Nassau Community College if you enter our school code, 002873, on the FAFSA. The College will then determine and notify you of your financial aid award.
2. You must be a matriculated student in an approved degree or certificate program at Nassau Community College to be eligible for financial aid. Classes taken for audit are not eligible for financial assistance. It is the student's responsibility to inform the Office of Financial Aid if he/she enrolls in a class for an audit grade.

3. Your financial assistance is awarded based on calculated need as determined from the information you provided on your FAFSA. Financial aid awards are subject to adjustments or cancellations due to changes in laws, regulations, appropriations, changes in your financial situation, verification, discovery of data errors, changes in your enrollment status, or changes in your residency status amongst other reasons.
4. You must maintain satisfactory academic progress. Students receiving federal aid for their educational costs are required to maintain an acceptable cumulative GPA, while at the same time completing a specified percentage of the credits for which they registered within a certain time frame.
5. Student must file a FAFSA to be considered for Federal student loans.
  - Perkins Loan-a low interest loan (5% fixed) is awarded based on financial need. Interest begins nine months after the student is no longer enrolled for at least 6 credits.
  - Federal Direct Stafford loans – A subsidized loan is a need-based loan. An unsubsidized loan is NOT based on financial need. You are responsible for the interest that begins to accrue on this loan once it is disbursed. You must be enrolled at least half-time (six degree-bearing credit hours minimum) to be eligible for the Federal Direct Loan(s) in a given semester. Repayment of these loans begins after you stop pursuing your degree or you are registered for less than 6 credits. You will then be required to complete an online, Exit Counseling session at [www.studentloans.gov](http://www.studentloans.gov).
6. Students who have been previously incarcerated or are currently incarcerated or who might be incarcerated during their current term of attendance must identify themselves to the financial aid office to determine their financial aid eligibility.
7. If you receive any financial assistance from an outside source (e.g., a private scholarship or grant) you must inform the Financial Aid office.
8. You will be responsible for repaying any funds you receive that exceed your financial need, or if for any reason, you become ineligible for the financial aid. Changes in your actual enrollment status, such as non-attendance, course withdrawals or if you stop attending classes without officially withdrawing (unofficial withdrawal), could reduce or cancel your award and repayment may be required. Please contact the Office of Financial Aid prior to dropping or withdrawing from the College. It may impact your current or future aid eligibility and you will be responsible for any balance on your student account.
9. Students should be aware that withdrawal from one or more courses may affect some, or possibly all, financial aid awards. Therefore, it is prudent to understand the consequences of the withdrawal before formally submitting the paperwork. Financial aid awards will be revoked upon withdrawal should the withdrawal affect the eligible enrollment status.
10. If requested, you must provide documents to verify the accuracy of information reported on the FAFSA before financial aid can be awarded or disbursed to your student account. The requested documentation must be submitted prior to your last date of enrollment. If not, you may lose aid eligibility and be responsible for your tuition and fee semester bill.
11. Federal Work-Study (FWS) is determined by the results of your FAFSA. Although the FWS amount is shown on your Award Letter, FWS funds are not disbursed into your NCC student account. You receive a pay check every two weeks. Job placement is based on availability.
12. Students who have completed their degree or certificate program will not be eligible for financial aid in subsequent semesters unless they are enrolled in another degree program. Bachelor's degree: if you already have this degree, you are ineligible for Federal Pell and Federal SEOG.
13. If you are having problems with your Direct Loan that your school cannot resolve, contact the U.S. Dept. of Education's Office of Loan Ombudsman at 1.877.557.2575 or visit their web site at [www.ombudsman.ed.gov](http://www.ombudsman.ed.gov).
14. If it is determined that you have provided or purposely given false or misleading information, you may be fined up to \$20,000, sent to prison, or both.
15. Repeat courses: NY State Aid- Courses in which the student has already received a passing grade cannot be included in meeting full-time study requirements for State sponsored financial aid. Repeat courses may be counted toward full-time study if a failed course is repeated or when a student has received a passing grade at the college but is unacceptable in a particular curriculum or area of concentration. Federal Aid – A student may receive federal aid to retake a previously passed course once.
16. For students in remediation classes: First time TAP (Tuition Assistance Program) recipients must be registered for non-remedial courses equal to at least 6 credits to be considered for the 2006/2007 state academic progress chart. The remaining classes must be degree-bearing so the total enrollment equals full-time status which is 12 or more credits.
17. Ability to Benefit: Students that have received their high school diploma from a foreign school must take an approved "Ability to Benefit" test and attain a passing score prior to the end of the college's add/drop period to be considered for state aid. Contact the Placement Testing Center at [placementtesting@ncc.edu](mailto:placementtesting@ncc.edu) or call 516.572.9604.
18. Aid for part-time study (APTS) grant recipients must be enrolled for 3 to 11.5 credits. Students carrying a part-time course load that includes non-credit remedial courses must be registered for at least 3 degree-bearing credits.
19. Winter Session is considered as part of the Spring semester for federal financial aid purposes. This means that if a student is registered for three credits during Winterim, and nine credits during Spring, they would be considered a full-time student and their Federal financial aid would be packaged as such. All students are responsible to pay their Winterim tuition bill by the assigned due date. All Winterim and Spring financial aid will be disbursed together as spring aid and will be disbursed in the spring semester only. Courses not completed in the Winterim term will not be eligible or included in the spring disbursement. Please note: New York State aid such as TAP and Aid for Part Time Study, is not available for Winterim. Please be aware that all awards are contingent upon funding and your remaining aid eligibility.
20. To be eligible for the Bookstore Voucher, a Financial Aid application must be accurate and in our database. In addition, any missing documents needed to fully process your application must be error free and submitted to our office. Check the Financial Aid Office for book voucher cut off dates and deadlines. Book voucher amounts are determined based on the fact that your Pell Grant and Supplemental Education Opportunity Grant (S.E.O.G.) exceed your semester's bill by at least \$100.00.

21. Read your NCC e-mails, letters, postcards, announcements and other notifications that you receive from the College. Check the NCC website for deadlines.
22. You can view your financial aid awards, read messages, and determine what documents are required by logging in at this link: <http://www.ncc.edu/mybcc/>
  - Log in using your NCC ID (N#) and Password (PIN)
  - Select the Financial Aid Tab at the top
  - Click on *Eligibility* to see the outstanding documents still needed
  - Click on *Award* to view & accept award offers

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

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

## Records & Registration

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

### MyNCC Online System

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

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

## Attendance Regulation

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

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

### Admission to Class

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

### Class Attendance

Students are expected to attend all classes. Absences due to illness or for other serious reasons may be excused at the discretion of the instructor. Students are advised that absences in excess of 10% of the total class meetings may result being dropped from the course. Some departments may have additional attendance guidelines and related grading policies. The instructor shall detail the specific attendance policy for his/her class. Students are responsible for all course work missed. Students receiving Veterans Administration educational benefits are reminded of their legal obligation to withdraw officially and to notify the VA Certifying Officials in the Office of the Registrar if there are any changes in enrollment.

### Auditing of Classes

Auditors may be permitted in classes under the following conditions:

1. Regular course fees are paid;
2. Section enrollment limits are not exceeded;
3. Auditors are clearly identified to the instructor;
4. Auditors do not preempt seats desired by credit students (i.e. auditors are not admitted until after the drop/add period is completed);
5. No more than five auditors may be permitted in any one section;

6. A grade cannot be subsequently or retroactively awarded. Nassau County residents aged 60 years or older, please see catalog section on "Senior Observers."

### Religious Absences

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

1. No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he/ she is unable, because of his/her religious beliefs, to register or attend classes or to participate in any examination, study or work requirements on a particular day or days.
2. Any student in an institution of higher education who is unable, because of his/her religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.
3. It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his/her religious beliefs, an equivalent opportunity to register for classes or make up any examination, study or work requirements which he/she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.
4. If registration, classes, examinations, study or work requirements are held on Friday after four o'clock post meridian or on Saturday, similar or makeup classes, examinations, study or work requirements or opportunity to register shall be made available on other days, where it is possible and practical to do so. No special fees shall be charged to the student for these classes, examinations, study or work requirements or registration held on other days.
5. In effectuating the provisions of this section, it shall be the duty of the faculty and of the administrative officials of each institution of higher education to exercise the fullest measure of good faith. No adverse or prejudicial effects shall result to any student because of his/her availing himself or herself of the provisions of this section.
6. Any student, who is aggrieved by the alleged failure of any faculty or administrative officials to comply in good faith with the provisions of this section, shall be entitled to maintain an action or proceeding in the Supreme Court of the county in which such institution of higher education is located for the enforcement of his/her rights under this section.
  - **6a.** It shall be the responsibility of the administrative officials of each institution of higher education to give written notice to students of their rights under this section, informing them that each student who is absent from school, because of his/ her religious beliefs, must be given an equivalent opportunity to register for classes or make up any examination, study or work requirements which he/she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to such student such equivalent opportunity.
7. As used in this section, the term "institution of higher education" shall mean any institution of higher education, recognized and approved by the Regents of the University of the State of New York, which provides a course of study leading to the granting of a post-secondary degree or diploma. Such term shall not include any institution which is operated, supervised or controlled by a church or by a religious or denominational organization whose educational programs are principally designed for the purpose of training ministers or other religious functionaries or for the purpose of propagating religious doctrines. As used in this section, the term "religious belief" shall mean beliefs associated with any corporation organized and operated exclusively for religious purposes, which is not disqualified for tax exemption under section 501 of the United States Code.

### Graduation

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

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

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

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

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

## Graduation & Retention

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

The most recent cohort for whom data are reported entered in Fall 2008 and their status for Fall 2011 is shown as of August 31, 2011.

STUDENT STATUS	DESCRIPTION	NUMBER OF STUDENTS	PERCENTAGE OF COHORT
<b>INITIAL COHORT</b>	Total first-time, full time undergraduates who began in Fall 2008.	4,910	100%
<b>GRADUATES</b>	Total cohort students who graduated from NCC at any time between Fall 2008 and Fall 2011.	706	14.4%
<b>TRANSFERS</b>	Total cohort students who transferred to another institution of higher education without graduating from NCC at any time between Fall 2008 and Fall 2011.	458	9.3%
<b>COMPLETERS</b>	Combined total of graduates and transfers.	1,163	23.7%
<b>PERSISTERS</b>	Total cohort students still registered at NCC for Fall 2011.	962	19.6%
<b>ATTRITION</b>	Total cohort students not registered at NCC for Fall 2011 who neither graduated nor transferred between Fall 2008 and Fall 2011	2,784	56.7%

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

## Residency Requirements, NY State

### Residency Requirements for Tuition Purposes

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

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

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

## Schedule Changes

### Drop/Add Course Changes

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

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

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

### **Change of Approved Program**

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

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

### **Transcripts**

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

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

### **Veteran Certification**

Veterans who have registered for classes should meet with one of the VA Certifying Officials in the Office of the Registrar for VA enrollment certification. Veteran students must bring a copy of their schedule and a print-out of their bill. The NCC VA Certifying Officials are available Mon-Fri, 10:00 a.m.-12:00 p.m. and 2:00-4:30 p.m. For evening hours, please refer to the [Veterans](#) website page. The enrollment certification process must be repeated every term.

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

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

### **LIBERAL ARTS AND SCIENCES**

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

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

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

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

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

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

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

Course Descriptions: Online or PDF

**Associate in Arts Program, Liberal Arts and Sciences: Humanities and Social Science****A.A. Program****Hegis Code: 5649****Total Credits Required: 66**

<b>Course Requirements</b>	<b>Credits</b>
<b>Language Arts</b>	
English Composition	6
Literature	3
Communication Arts	3
<b>Humanities</b>	
Nine credits, from at least two different humanities departments and must include at least three credits in the fine and performing arts, no more than three credits in English, and no more than three credits in communications	9
<b>Natural and Physical Sciences</b>	
One course in laboratory science and one course in laboratory or non-laboratory science	7-8
<b>Mathematics</b>	
One course in mathematics and one course in mathematics or computer science	6-8
<b>Social Science</b>	
Four courses from at least three different social science departments and must include at least one course in history	12
<b>Physical Education</b>	2
<b>Electives</b>	9-18
<b>Culture and Diversity</b>	
Two courses (6 credits) from two of the following three subcategories. Appropriate courses from other categories may be used to satisfy this two-course requirement. No course may be used to satisfy more than one of either a, b, c a. Western Heritage b. Global Awareness and Non-Western Cultures c. Pluralism and Diversity	6

Course Descriptions: Online or PDF

**Associate in Science Program, Liberal Arts and Sciences:  
Mathematics and Science  
A.S. Program  
Hegis Code: 5649**

**Total Credits Required: 66**

Course Requirements	Credits
<p><b>Mathematics</b> Must be one of the following two-courses sequences: MAT 122 Calculus I - MAT 123 Calculus II</p> <p>or for students not placed on MAT 122 Calculus I: MAT 111 Pre-Calculus - MAT 122 Calculus I, or MAT 117 Engineering Technical Math II - MAT 122 Calculus I</p>	8
<p><b>Natural or Physical Science Sequence</b> Must include at least one of the following two-course sequences: AHS 131 Anatomy and Physiology I - AHS 132 Anatomy and Physiology II,  BIO 109 Principles of Biology I - BIO 110 Principles of Biology II,  CHE 151 Inorganic Chemistry I - CHE 152 Inorganic Chemistry II,  PHY 101 General Physics I - PHY 102 General Physics II,  PHY 122 Mechanics and Hydraulics - PHY 123 Heat and Sound or  PHY 151 Physics Science and Math I - PHY 152 Physics Science and Math II</p>	8
<p><b>Science or Mathematics Electives</b> Any of the mathematics or science courses listed above except for: MAT 111 Pre-Calculus or MAT 117 Engineering Technical Math II.</p>	
<p><b>Also, any of the following:</b> BIO level 200 or higher,</p>	14-16

CHE level 201 or higher,  
CSC 120 Computer Science I,  
MAT 131 Probability with Statistical Inference,  
MAT level 200 or higher,  
PHY level 200 or higher,  
SCI 103 Physical Geology,  
SCI 104 Historical Geology,  
SCI 105 Solar System Astronomy,  
SCI 106 Stellar and Galactic Astronomy,  
SCI 107 Meteorology,  
SCI 108 Climatology,  
SCI 109 Environmental Science,  
SCI 110 Environmental Resources,  
SCI 120 Environmental Issues of Metropolitan New York,  
SCI 203 Field Laboratory Geology.

**English Composition**

6

**Humanities**

6

**Social Science**

6

**Physical Education**

2

**Electives**

0-13

**Other Liberal Arts**

15

Appropriate courses from other categories may be used to satisfy this five-course (15 credits) requirement. No course may be used to satisfy more than one category in this section.

- Fine and Performing Arts (3 cr.)
- Literature (3 cr.)
- Communication Arts (3 cr.)
- Culture and Diversity (6 cr.) Two courses from two of the following three subcategories:

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

**OFFICE:** Cluster A, Room 3020, 516.572.7544.

**CHAIRPERSON:** Lynn Mazzola, Lynn.Mazzola@ncc.edu.

**FACULTY:** M. Capone, F. Davis, A. DeJoseph, J. DeSpagna, H. Emin, C. Falconetti, D. Gallagher, J. Gray, B. Gregorio, J. Kaspar, J. Lacher, C. Marchese, D. Nugent, R. Randall, P. Reihing, M. Teubner.

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

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

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

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

**Accounting (A.A.S.)** - This curriculum prepares students for employment in the accounting field. The program includes technical and specialized courses which will equip students to relieve the professional accountant of many details and clerical assignments.

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

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

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

**Business-Accounting  
A.S. Program  
Hegis Code: 5002**

**Total Credits: 67**

First Semester	Credits
ACC 101 Accounting I	3
ECO 207 Principles of Macroeconomics	3
ENG 101 Composition I	3
Mathematics Elective (except MKT 101)	3
Social Science Elective	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ACC 102 Accounting II	3
ECO 208 Principles of Microeconomics	3
ENG 102 Composition II	3
Mathematics Elective (except MKT 101)	3
Social Science Elective	3
HED 201 Personal and Family Health or HED 251 Human Sexuality	2
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
ACC 201 Intermediate Accounting I	3
LAW 103 Business Law I	3
CMP 117 Business Computing: Concepts and Applications	4
COM 103 Public Speaking or COM 101 Interpersonal Communications	3
Laboratory Science Elective	4
<b>Total Semester Credits</b>	<b>17</b>

Fourth Semester	Credits
ACC 202 Intermediate Accounting II	3
LAW 104 Business Law II	3
Business Elective	3
Humanities Elective	3
Laboratory Science Elective	4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>

**Business-Accounting (A.A.S.)**—This curriculum prepares students for employment in the accounting field. The program includes technical and specialized courses which will equip students to relieve the professional accountant of many details and clerical assignments.

Course Descriptions: Online or PDF

**Business-Accounting  
A.A.S. Program  
Hegis Code: 5002**

**Total Credits: 68**

First Semester	Credits
ACC 101 Accounting I	3
BUS 110 Introduction to Business	3
ENG 101 Composition I	3
HED Health Elective	2
LAW 103 Business Law I	3
MKT 101 Business Mathematics	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ACC 102 Accounting II	3
Business Elective *	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
LAW 104 Business Law II	3
MAT 102 Introduction to Statistics	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
ACC 125 Computerized Accounting	4
ACC 203 Federal Income Taxes	3
ACC 208 Cost Accounting	4
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>18</b>
Fourth Semester	Credits

ABT 245 Administrative Management	3
ACC 206 Payroll Systems and New York State Taxes	3
CMP 105 Electronic Spreadsheets	4
Humanities Elective	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>

If student cannot type 20-25 words per minute OFT 100 Fundamentals of Keyboarding should be used as the Business Elective.  
 Otherwise, suggested courses:  
 ABT 244 Business Writing,  
 BUS 116 Business Internship,  
 CMP 117 Business Computing: Concepts and Applications, and  
 MKT 100 Introduction to Marketing or by advisement.

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

Course Descriptions: Online or PDF

**Business-Business Administration  
A.S. Program  
Hegis Code: 5004**

**Total Credits: 67**

First Semester	Credits
ACC 101 Accounting I	3
Elective*	3
ENG 101 Composition I	3
LAW 103 Business Law I or LAW 104 Business Law II*	3
MAT Elective (except MKT 101 Business Mathematics)	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ACC 102 Accounting II	3
BUS 110 Introduction to Business	3
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ECO 207 Principles of Macroeconomics	3
ENG 102 Composition II	3
HED Health Elective	2
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
BUS 112 Principles of Management	3
CMP 117 Business Computing: Concepts and Applications	4
ECO 208 Principles of Microeconomics	3
Laboratory Science Elective	4
Mathematics Elective	3

<b>Total Semester Credits</b>	<b>17</b>
<b>Fourth Semester</b>	<b>Credits</b>
Electives*	6
Humanities Elective	3
Laboratory Science Elective	4
MKT 100 Introduction to Marketing	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
*Electives are selected in consultation with departmental advisor and are based on the student's future needs.	

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

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Business Administration  
Certificate Program  
Hegis Code: 5004**

**Total Credits: 30**

<b>First Semester</b>	<b>Credit</b>
ACC 101 Accounting I	3
BUS 112 Principles of Management	3
COM 103 Public Speaking	3
LAW 103 Business Law I	3
MKT 100 Introduction to Marketing	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credit</b>
ECO 208 Principles of Microeconomics	3
ECO 214 Corporation Finance or BUS 116 Business Internship	3
CMP 115 Computers in Business	3
Elective *	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>15</b>
*This elective will permit the student to select a course in any area of specialization to gain exposure to other disciplines.	

**OFFICE:** Cluster A, Room 2023, 516.572.7288

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

**FACULTY:** L. Bergin, M. Curry, M. D. DeSanto, S. Goldson.

**TECHNICAL ASSISTANTS:** J. Madsen, D. Rabbene - Cluster A, Room A115.

**COURSES OFFERED:** Administrative Business Technology (ABT) and Health Information Technology (HIT).

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

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

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

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

ABT 100 Fundamentals of Keyboarding,  
 ABT 102 College Keyboarding,  
 ABT 109 Word Processing Applications I,  
 ABT 110 Word Processing Applications II,  
 ABT 113 Word Processing Basics,  
 ABT 114 Presentation Software Basics,  
 ABT 115 Spreadsheet Basics,  
 ABT 116 Database Basics,  
 ABT 119 Word Processing Applications III,  
 ABT 120 Office Technology Desktop Publishing,  
 ABT 230 Web Page Formatting,  
 ABT 235 E-Commerce for Office Professionals,  
 ABT 244 Business Writing, and  
 ABT 245 Administrative Management.

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

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

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

This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, keyboarding, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, web page formatting, and e-commerce. During the final semester, all students participate in a work/study program.

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

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

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

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

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

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

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

ENCORE is designed for individuals who want to strengthen and learn new office skills to obtain an administrative-support position. Individuals seeking to upgrade computer skills or seeking re-entry into the workforce will find that this program enhances employability in today's job market. Instruction includes courses in word processing, administrative management, business presentations, spreadsheets, databases, and office procedures. Focus is placed on preparing students to gain employment. At the completion of ENCORE, students will earn 15 credits. Most of these credits may be applied to a one-year certificate or a two-year degree program in the Administrative Business Technology Department.

**Health Information Technology (A.A.S.)**

The AAS degree in HIT is designed to prepare students, through coursework and internships, for employment as Registered Health Information Technologists (RHIT). RHITs ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems. They may also use computer applications to assemble and analyze patient data for the purpose of improving patient records or controlling costs; specialize in coding diagnosis and procedures in patient records for reimbursement and research; or may serve as cancer registrars, compiling and maintaining data on cancer patients.

**Health Information Technology (Cert.)**

This is an AHIMA approved coding program. Health Information Technology (HIT) is designed for individuals who are interested in working in the field of medical coding. Instruction includes courses in medical terminology, CPT coding, ICD coding, computer software applications in healthcare, reimbursement methodologies, healthcare data structure and delivery systems, anatomy and physiology, pathophysiology, and pharmacology. During the final semester, all students participate in a medical coding work/study program. They intern in hospitals, physicians' offices, ambulatory care centers, and other healthcare facilities. Successful completion of the certificate qualifies students to sit for the entry-level national coding certification exam CCA (Certified Coding Associate) and provides the theory included in the mastery coding credential exams CCS (Certified Coding Specialist) and CCS-P (Certified Coding Specialist-Physician based).

Some of these credits may be applied toward either a certificate or degree in the Administrative Business Technology's Medical program; students are also eligible to go directly into the workforce.

**Learning Center**

The Reinforcement Learning Center (Cluster A, Room 115) facility is open Monday through Saturday and is staffed by technical assistants who offer reinforcement for all subjects taught in the Administrative Business Technology Department.

Students in need of assistance in various software programs or who wish to reinforce skills are encouraged to use the Reinforcement Learning Center.

**Business: Office Tech-Administration Support (A.A.S.)**—This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, keyboarding, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, web page formatting, and e-commerce. During the final semester, all students participate in a work/study program.

Course Descriptions: Online or PDF

**Business: Office Tech-Administration Support  
A.A.S. Program  
Hegis Code: 5005**

**Total Credits: 66-67**

First Semester	Credits
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 120 Office Technology Desktop Publishing	3
ABT 230 Web Page Formatting	3
ENG 101 Composition I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ABT 110 Word Processing Applications II	3
ABT 235 E-Commerce for Office Professionals	3
ABT 245 Administrative Management	3
English Elective**	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
ABT 105 Executive Workshop	3
ABT 107 Machine Transcription I	3
ABT 119 Word Processing Applications III	3
ABT 244 Business Writing	4
Laboratory Science Elective	4

<b>Total Semester Credits</b>	<b>17</b>
<b>Fourth Semester</b>	<b>Credits</b>
ABT 205 Executive Work/ Study	3
ABT Elective***	3
HED Health Elective	2-3
Humanities Elective	3
Mathematics Elective	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>

\* Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.

\*\* Choose from:  
COM 101 Interpersonal Communications.  
ENG 102 Composition II, or  
ENG 105 Grammar: Structure and Strategy.

\*\*\* Choose from:  
ABT 127 Legal Office Procedures I, or  
HIT 151 Medical Terminology.

**Business: Office Technology-Administrative Support (Cert.)** - This curriculum provides students with a broad conceptual framework in office automation and information systems combined with a strong learning experience in communication skills, keyboarding, and computer applications. This program includes an up-to-date curriculum that incorporates word processing, spreadsheets, database applications, desktop publishing, web page formatting, and e-commerce.

\*\* Choose from:  
ABT 120 Office Technology Desktop Publishing, or  
ABT 127 Legal Office Procedures I.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Business: Office Technology-Administrative Support Certificate**

**Hegis Code: 5005**

**Total Credits: 37**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding*	3
ABT 105 Executive Workshop	3
ABT 107 Machine Transcription I	3
ABT 109 Word Processing Applications I	3
ENG 101 Composition I	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
ABT 110 Word Processing Applications II	3
ABT 205 Executive Work/ Study	3
ABT 230 Web Page Formatting	3
ABT 244 Business Writing	4
Administrative Business Technology Elective**	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Third Semester</b>	<b>Credits</b>
ABT 119 Word Processing Applications III	3
ABT 245 Administrative Management	3
<b>Total Semester Credits</b>	<b>6</b>
* Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.	

**Business: Office Technology-Legal (A.A.S.)**—The legal option offers students the opportunity to acquire computer and legal procedures skills and to learn about the Federal and New York State Court Systems. The legal curriculum concentrates on the areas of civil litigation, wills and probates, and real estate. Graduates are qualified to work in law firms, which are engaged in general or specialized practice, or in legal departments of large corporations, civil service, insurance companies, law publishers, or the courts. During the final semester, all students participate in a legal work/study program. They intern in law firms, the District Attorney's office, the Probation Department, or the Courts.

Course Descriptions: Online or PDF

**Business: Office Technology-Legal  
A.A.S. Program  
Hegis Code: 5005**

**Total Credits: 66-67**

First Semester	Credits
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 127 Legal Office Procedures I	3
ABT 230 Web Page Formatting	3
ENG 101 Composition I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ABT 110 Word Processing Applications II	3
ABT 128 Legal Office Procedures II	3
ABT 245 Administrative Management	3
English Elective**	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
ABT 107 Machine Transcription I	3
ABT 119 Word Processing Applications III	3
ABT 225 Legal Workshop	3
ABT 244 Business Writing	4

Laboratory Science Elective	4
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
ABT 226 Legal Work/Study	3
Administrative Business Technology Elective***	3
HED Health Elective	2-3
Humanities Elective	3
Mathematics Elective	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
<p>* Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.</p> <p>** Choose from: COM 101 Interpersonal Communications, ENG 102 Composition II, or ENG 105 Grammar: Structure and Strategy.</p> <p>*** Choose from: ABT 230 Web Page Formatting or HIT 151 Medical Terminology.</p>	

**Office Technology-Legal (Cert.)**—The legal option offers students the opportunity to acquire computer and legal procedures skills and to learn about the Federal and New York State Court Systems. The legal curriculum concentrates on the areas of civil litigation, wills and probates, and real estate. Graduates are qualified to work in law firms, which are engaged in general or specialized practice, or in legal departments of large corporations, civil service, insurance companies, law publishers, or the courts. During the final semester, all students participate in a legal work/study program. They intern in law firms, the District Attorney's office, the Probation Department, or the Courts.

\*\* Choose from:  
 ABT 230 Web Page Formatting or  
 HIT 151 Medical Terminology.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Office Technology-Legal  
 Certificate**

**Hegis Code: 5005**

**Total Credits: 37**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 127 Legal Office Procedures I	3
ABT 225 Legal Workshop	3
ENG 101 Composition I	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
ABT 110 Word Processing Applications II	3
ABT 128 Legal Office Procedures II	3
ABT 226 Legal Work/Study	3
ABT 244 Business Writing	4
Administrative Business Technology Elective**	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Third Semester</b>	<b>Credits</b>
ABT 119 Word Processing Applications III	3
ABT 245 Administrative Management	3
<b>Total Semester Credits</b>	
* Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.	

**Business: Office Technology-Medical (A.A.S.)**—The medical curriculum offers students the opportunity to acquire skills necessary to seek employment in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other health facilities. Students take courses in medical terminology, medical transcription, medical coding, billing, and office procedures. During the final semester, all students participate in a medical work/study program.

Course Descriptions: Online or PDF

**Business: Office Technology-Medical  
A.A.S. Program  
Hegis Code: 5005  
Total Credits: 66-68**

First Semester	Credits
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 245 Administrative Management	3
ENG 101 Composition I	3
HIT 151 Medical Terminology	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ABT 110 Word Processing Applications II	3
ABT 244 Business Writing	4
English Elective**	3
HIT 156 Medical Coding CPT	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
ABT 119 Word Processing Applications III	3
ABT 152 Medical Transcription II	3
ABT 254 Medical Workshop	3
HIT 157 Medical Coding ICD	3
Lab Science Elective***	4
<b>Total Semester Credits</b>	<b>16</b>

Fourth Semester	Credits
ABT 255 Medical Work/Study	3
Administrative Business Technology Elective****	3
HED Health Elective	2-3
Humanities Elective	3
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-19</b>
* Students are expected to type a minimum of 30 wpm before entering ABT 102 (College Keyboarding). Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program. ** Choose from: COM 101 Interpersonal Communications, ENG 102 Composition II, or ENG 105 Grammar: Structure and Strategy. *** Choose from: AHS 131 Anatomy and Physiology I, AHS 225 Medical Concepts and Techniques, or BIO 101 General Biology I. **** Choose from: ABT 120 Office Technology Desktop Publishing, ABT 127 Legal Office Procedures I, ABT 230 Web Page Formatting, or HIT 158 Reimbursement Methodologies.	

**Office Technology - Medical  
Certificate  
Hegis Code: 5005**

**Total Credits: 38**

First Semester	Credits
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 254 Medical Workshop	3
ENG 101 Composition I	3
HIT 151 Medical Terminology	3
HIT 156 Medical Coding CPT	3
<b>Total Semester Credits</b>	<b>18</b>
Second Semester	Credits
ABT 110 Word Processing Applications II	3
ABT 244 Business Writing	4

ABT 255 Medical Work/Study	3
HIT 157 Medical Coding ICD	3
Lab Science Elective**	4
<b>Total Semester Credits</b>	<b>17</b>
<b>Third Semester</b>	<b>Credits</b>
ABT 152 Medical Transcription II	3
<p>* Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.</p> <p>** Choose from:  AHS 131 Anatomy and Physiology I,  AHS 225 Medical Concepts and Techniques, or  BIO 101 General Biology I.</p>	

Gainful Employment Disclosure Information

**Office Technology-Medical (Cert.)**—The medical curriculum offers students the opportunity to acquire skills necessary to seek employment in doctors' offices, hospitals, research institutions, insurance and pharmaceutical companies, and other health facilities. Students take courses in medical terminology, medical transcription, medical coding, billing, and office procedures. During the final semester, all students participate in a medical work/study program.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information.

**Office Technology-Medical  
Certificate**

**Hegis Code: 5005**

**Total Credits: 38**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding*	3
ABT 109 Word Processing Applications I	3
ABT 254 Medical Workshop	3
ENG 101 Composition I	3
HIT 151 Medical Terminology	3
HIT 156 Medical Coding CPT	3
<b>Total Semester Credits</b>	<b>18</b>
<b>Second Semester</b>	<b>Credits</b>
ABT 110 Word Processing Applications II	3
ABT 244 Business Writing	4
ABT 255 Medical Work/Study	3
HIT 157 Medical Coding ICD	3
Lab Science Elective**	4
<b>Total Semester Credits</b>	<b>17</b>
<b>Third Semester</b>	<b>Credits</b>
ABT 152 Medical Transcription II	<b>3</b>
<p>* Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement are invited to take ABT 100 (Fundamentals of Keyboarding) prior to entering the program.  ** Choose from:  AHS 131 Anatomy and Physiology I,  AHS 225 Medical Concepts and Techniques, or  BIO 101 General Biology I.</p>	

**Office Technology: ENCORE (Cert.)**—ENCORE is designed for individuals who want to strengthen and learn new office skills to obtain an administrative-support position. Individuals seeking to upgrade computer skills or seeking re-entry into the workforce will find that this program enhances employability in today's job market. Instruction includes courses in word processing, administrative management, business presentations, spreadsheets, databases, and office procedures. Focus is placed on preparing students to gain employment. At the completion of ENCORE, students will earn 15 credits. Most of these credits may be applied to a one-year certificate or two-year degree program in the Administrative Business Technology Department.

Course Descriptions: Online or PDF

**ENCORE Certificate  
Certificate Program  
Hegis Code: 5005  
Total Credits: 15**

<b>First Semester</b>	<b>Credits</b>
ABT 102 College Keyboarding*	3
ABT 105 Executive Workshop	3
ABT 109 Word Processing Applications I	3
ABT 114 Presentation Software Basics	1
ABT 115 Spreadsheet Basics	1
ABT 116 Database Basics	1
ABT 245 Administrative Management	3
<b>Total Semester Credits</b>	<b>15</b>
* Students are expected to type a minimum of 30 wpm before entering the certificate program. Students who do not meet this requirement are invited to take ABT 100 Fundamentals of Keyboarding prior to entering the program.	

**Health Information Technology (A.A.S.)**

The AAS degree in HIT is designed to prepare students, through coursework and internships, for employment as Registered Health Information Technologists (RHIT). RHITs ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems. They may also use computer applications to assemble and analyze patient data for the purpose of improving patient records or controlling costs; specialize in coding diagnosis and procedures in patient records for reimbursement and research; or may serve as cancer registrars, compiling and maintaining data on cancer patients.

Course Descriptions: Online or PDF

**Health Information Technology****A.A.S. Program****Hegis Code: 5213****Total Credits: 64**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
HIT 151 Medical Terminology	3
HIT 154 Computer Software Applications in Health Care	3
HIT 156 Medical Coding CPT	3
HIT 250 Health Care Data Structure and Delivery Systems	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
ENG 101 Composition I	3
HIT 157 Medical Coding ICD	3
HIT 158 Reimbursement Methodologies	3
HIT 260 Quality Management and Organizational Resources in HIM	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
BIO 131 Pathophysiology	3
HIT 258 Medical Coding Work Study	3
HIT 270 HIM Regulatory Issues in the Law	3
HUM Humanities Elective**	3
SBS Social Science Elective*	3

<b>Total Semester Credits</b>	<b>15</b>
<b>Fourth Semester</b>	<b>Credits</b>
AHS 103 Fundamentals of Pharmacology	3
Elective***	3
HIT 278 Health Information Management Internship	3
MAT Math Elective	3
PED Physical Elective	2
SBS Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
* Choice of Western Civilization, Other World Civilizations, American History	
** Fine and Performing Arts	
*** Choose from: ENG 102 Composition II or COM 101 Interpersonal Communications	

Gainful Employment Disclosure Information

**Health Information Technology (Cert.)**—This is an AHIMA approved coding program. Health Information Technology (HIT) is designed for individuals who are interested in working in the field of medical coding. Instruction includes courses in medical terminology, CPT coding, ICD coding, computer software applications in healthcare, reimbursement methodologies, healthcare data structure and delivery systems, anatomy and physiology, pathophysiology, and pharmacology. During the final semester, all students participate in a medical coding work/study program. They intern in hospitals, physicians' offices, ambulatory care centers, and other healthcare facilities. Successful completion of the certificate qualifies students to sit for the entry level national coding certification exam CCA (Certified Coding Associate) and provides the theory included in the mastery coding certification exams CCS (Certified Coding Specialist) and CCS-P (Certified Coding Specialist-Physician based).

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Health Information Technology  
Certificate Program**

**Hegis Code: 5213**

**Total Credits: 37**

<b>First Semester</b>	<b>Credits</b>
BIO 101 General Biology I	4
HIT 151 Medical Terminology	3
HIT 154 Computer Software Applications in Health Care	3
HIT 156 Medical Coding CPT	3
HIT 250 Health Care Data Structure and Delivery Systems	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
AHS 103 Fundamentals of Pharmacology	3
BIO 131 Pathophysiology	3
HIT 157 Medical Coding ICD	3
HIT 158 Reimbursement Methodologies	3
HIT 256 Advanced CPT Coding	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Third Semester</b>	<b>Credits</b>
HIT 257 Advanced ICD Coding	3
HIT 258 Medical Coding Work Study	3
<b>Total Semester Credits</b>	<b>6</b>

**Liberal Arts & Science–Afro-American Studies****A.A. Program****Hegis Code: 5622****Total Credits 66**

<b>First Semester</b>	<b>Credit</b>
AFR 110 African American Dance Ensemble, Rehearsal and Performance or PED Activity Course (s)	1
AFR 140 African American History I	3
AFR 185 African American Culture	3
ENG 101 Composition I	3
Humanities Elective (as advised)	3
Mathematics Elective	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credit</b>
AFR 141 African American History II	3
AFR 142 History of African Civilization	3
ENG 102 Composition II	3
HED 201 Personal and Family Health	2
Humanities Elective (as advised)	3
Mathematics Elective	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Third Semester</b>	<b>Credit</b>
AFR 130 African American Literature I	3
AFR 170 Black Social Philosophy	3
Elective (as advised)	3
Laboratory Science Elective	4
PED Activity Course (s)	1
Social Science Elective (as advised)	3
<b>Total Semester Credits</b>	<b>17</b>

<b>Fourth Semester</b>	<b>Credit</b>
AFR 131 African American Literature II	3
AFR 201 History of the Black Woman II	3
AFR 203 Afro-Caribbean World	3
Laboratory Science Elective	4
Social Science Elective (as advised)	3
<b>Total Semester Credits</b>	<b>16</b>

**ALLIED HEALTH SCIENCES****OFFICE:**Cluster E, Room 2225, 516.572.9640.**CHAIRPERSON:**Gary Klinger, Gary.Klinger@ncc.edu.**FACULTY:**F. Bialstock, J. Buono, K. Coles, L. Findlay, L. Gilkes, G. Gilner, L. Jacob, A. Jones, C. Kaufmann, J. Kiefer, G. Klinger, L. Lucca, S. Masi, J. McCartny, W. O'Keefe, R. Pollack, K. Santini, C. Smyth, R. Sparaco, L. Tine, G. Vossinas, D. Witt.**CLINICAL INSTRUCTORS:** L. Carlin, C. Confusione, T. Criscitelli, B. Edward, G. Hoerning, C. Lamb, D. Miller, D. Palmer, M. Ruane.**TECHNICAL ASSISTANTS:** K. Costa, A. Donor, M. Dunlop, P.

Galvin, A. Ginsburg, P. Goodwin, C. Ripley.

**COURSES OFFERED:** Allied Health Sciences (AHS).

The course, Introduction to Allied Health Sciences, is a requirement for all students except those in medical laboratory technology. All clinical experience in the affiliating hospitals is carefully supervised by professional personnel. Clinical experience is correlated with classroom and laboratory duties.

**Departmental Requirements and Guidelines:**

1. A minimum grade of "C" is required in all Allied Health Sciences courses.
2. The Department of Allied Health Sciences recognizes the professional codes of ethics, sensitivity to patient and community needs, adherence to the provisions of HIPAA, ability to work with and relate to peers and other members of the health care team, attitude, attendance, punctuality and appearance. Program directors may, upon the recommendation of clinical and academic faculty, recommend that the Department terminate any student who fails to correct deficiencies in any of these areas. These standards have been established in order to protect the rights of the patients and communities that we are committed to serve and to foster the team concept of health care delivery.
3. Allied Health Sciences students are required to carry malpractice insurance.
4. Allied Health Sciences students are annually required to submit completed health forms prior to enrollment.
5. Allied Health Sciences students are required to supply their own transportation to clinical settings.
6. Allied Health Sciences students must supply their own required uniforms.
7. Allied Health Sciences students shall submit to the College a copy of their current certification of competency in Basic Life Support, according to American Heart Association standards, prior to graduation.
8. Allied Health Sciences students are required to successfully complete Principles of Bloodborne Universal Precautions training.
9. No courses in the Department of Allied Health Sciences may be audited, with the exception of AHS 131- AHS 132 if approved by the Chairperson.

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

**Medical Laboratory Technology (A.A.S.)** - The Medical Laboratory Technology program is a two-year (plus two summer sessions) course of study leading to an Associate in Applied Science degree. The program provides educational course requirements and clinical training for a career as a medical laboratory technician. Students learn the theory and principles of routine laboratory procedures and their role in detection, diagnosis and treatment of disease. They perform tests using contemporary, automated and computerized instrumentation in all sections of the laboratory. The curriculum includes courses in liberal arts and the basic sciences as well as specialized course offerings in the major areas of clinical laboratory science. Students complete a clinical internship in the fourth semester and final summer session at one of several affiliated hospital laboratories. Students who wish to pursue Bachelor Degree programs may do so but should seek advisement. The program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), 5600 N. River Road, Suite 720, Rosemont IL, 60018 - 773.714.8880. Graduating students are eligible to take all examinations offered for certification and licensure.

**Physical Therapist Assistant (A.A.S.)** - The Physical Therapist Assistant (PTA) works under the supervision of a physical therapist in sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. Employing the knowledge of the patient's condition, the physical therapist assistant performs hands-on treatments for people who have temporary or more permanent physical disabilities such as inability to walk, inability to move a body part or painful conditions. The PTA uses therapeutic exercises, manual therapy, and pain relieving electrical and other modalities. The Physical Therapist Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA). Upon successful completion, the student will receive the Associate in Applied Science (A.A.S) degree, and will be eligible to take the licensing exam for certification by the State of New York as a Physical Therapist Assistant. When applying for certification as a PTA, the graduate will be required to show evidence of his or her current name and any previous names used, any criminal records and citizenship or legal status in the United States. The program is affiliated with more than eighty clinical education sites in Nassau and Suffolk, the five boroughs, and upstate New York. The campus has two laboratories fully equipped with machinery and accessories found in a variety of physical therapy settings. The PTA courses are offered during the day only. Students are admitted in the fall only and must be available for full-time study in the last semester. The P.T.A. Program has been designed as a career program leading to employment at the end of two years of study. However, after completing additional credits and a bachelor's degree, students will be eligible to apply for competitive transfer into a doctoral level physical therapy program.

**Radiation Therapy Technology (A.A.S.)** - The Radiation Therapy program is a two-year (four semesters and three summer sessions) program leading to the Associate in Applied Science degree. Radiation Therapy courses are offered during the day, and students are admitted to the program during the Fall semester only. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become Registered Radiation Therapists and to obtain New York State Licensure. Radiation therapists primarily treat cancer patients by applying ionizing radiation according to a radiation oncologist's prescription, using a variety of complex techniques and equipment. The Radiation Therapy program combines technical and liberal arts courses given at Nassau Community College with off-campus clinical education at various affiliated hospitals and free standing cancer centers. This program is accredited by the Joint Review Committee on Education in Radiologic Technology and by the New York State Department of Health.

**Radiologic Technology (A.A.S.)** - The Radiologic Technology program is a two-year (i.e., four semesters and three summer sessions) program leading to the Associate in Applied Science degree. This is a day only program starting each Fall semester. The curriculum combines liberal arts studies and technical courses with clinical education at affiliated hospitals in Nassau and Suffolk counties. The Radiologic Technology student is trained to work under the supervision of a physician in the diagnostic applications of x-rays. Responsibilities of the Radiologic Technologist include; positioning of patients, handling of complex equipment, and utilizing radiation protection devices. In addition to these technical skills, the technologist's duties require him/her to attend to the physical and emotional needs of patients who are often acutely ill or seriously injured. The program is accredited under the Nassau Community College accreditation granted by The Middle States Association of Colleges and Schools, and by the New York State Department of Health. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become a Registered Radiologic Technologist and to obtain New York State Licensure. Opportunities for professional advancement and continuing education at the B.S. degree level are available.

The program maintains two fully functional radiologic suites. These radiology rooms are designed to give the radiology student a comprehensive training in all aspects of radiology imaging. Both radiology suites are equipped with the latest imaging modalities; DR imaging, CR imaging, and film imaging. To be eligible for admission to the Radiologic Technology Program, candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Radiologic Technology.

**Respiratory Care (A.A.S.)** - Respiratory Care is an allied health specialty concerned with the performance of diagnostic cardiopulmonary evaluation and respiratory therapy treatment applied to patients with deficiency and abnormalities of the cardiopulmonary system. It includes related education of the patient, family, and public. Cardiopulmonary evaluation includes the acquisition, analysis and interpretation of data obtained from physiologic specimens, performance of diagnostic tests, studies and research of the cardiopulmonary system, as well as neurophysiologic studies related to respiratory care. Specific testing techniques are employed in respiratory care to assist in diagnosis, monitoring treatment and research. This is understood to include measurement of ventilatory volumes, pressures, flows, blood gas analysis and other related physiologic monitoring. Respiratory therapy techniques include the application and monitoring of medical gases and related administration apparatus, environmental control systems, humidification systems, aerosols, inhaled medications, ventilatory support, bronchopulmonary drainage, pulmonary rehabilitation, cardiopulmonary resuscitation and airway management. The Respiratory Care program is designed to train the student for a career as a respiratory therapist. It is a two-year course of study leading to the Associate in Applied Science (A.A.S.) degree. In addition, graduates are eligible for nationally recognize certification and registration through the National Board for Respiratory Care, and for licensure by the New York State Education Department. To be eligible for admission to the Respiratory Care Program candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined in the New York State Education Law as applicable to the profession of the Respiratory Care, and must pass a criminal background check. The Respiratory Care curriculum is a balance of courses in the liberal arts and basic sciences as well as more specialized technical and clinical courses. Clinical, laboratory, and classroom training is structured to provide a comprehensive understanding of modern respiratory care techniques. Graduates are trained in diagnostic and therapeutic techniques for adult, pediatric and neonatal patients, and upon graduation are prepared to work in all areas of the field including intensive-critical-emergency care, general respiratory care, and rehabilitation and home care for cardiopulmonary patients. This program is nationally accredited by the Commission on Accreditation for Respiratory Care.

**Surgical Technology (A.A.S.)** - The Surgical Technology student is prepared to assume the role of surgical technologist in any surgical setting. In this program, the student is prepared to function in the areas of scrub, circulating assistant, and second assistant during surgical and obstetrical procedures. The graduate surgical technologist may elect to specialize in a particular area of surgery such as open heart, neuro, eye, orthopedics, and many others. Graduates are also employed in the emergency rooms, delivery rooms, ambulatory surgery centers, central supply units, organ retrieval units, and surgical equipment sales. This two-year program leads to an Associate in Applied Science Degree and is accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA). Graduates are required to take the NBSTSA National Certifying Examination for Certified Surgical Technologists (CST).

**Medical Laboratory Technology (A.A.S.)**—The Medical Laboratory Technology program is a two-year (plus two summer sessions) course of study leading to an Associate in Applied Science degree. The program provides educational course requirements and clinical training for a career as a medical laboratory technician. Students learn the theory and principles of routine laboratory procedures and their role in detection, diagnosis and treatment of disease. They perform tests using contemporary, automated and computerized instrumentation in all sections of the laboratory. The curriculum includes courses in liberal arts and the basic sciences as well as specialized course offerings in the major areas of clinical laboratory science. Students complete a clinical internship in the fourth semester and final summer session at one of several affiliated hospital laboratories. Students who wish to pursue Bachelor Degree programs may do so but should seek advisement. The program is accredited by the [National Accrediting Agency for Clinical Laboratory Science](#) (NAACLS), 5600 N. River Road, Suite 720, Rosemont IL, 60018 - 773.714.8880. Graduating students are eligible to take all examinations offered for certification and licensure.

Course Descriptions: Online or PDF

**Medical Laboratory Technology  
A.A.S. Program  
Hegis Code: 5205  
Total Credits: 69**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
AHS 201 Clinical Hematology	4
CHE 131 General Chemistry I or	
CHE 151 Inorganic Chemistry I	4
ENG 101 Composition I	3
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
AHS 205 Immunohematology	4
CHE 132 General Chemistry II or	
CHE 152 Inorganic Chemistry II	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
ENG 102 Composition II	3
Social Science Elective	3
Humanities Elective	3

<b>Total Semester Credits</b>	<b>9</b>
Third Semester	Credits
AHS 202 Medical Microbiology	4
AHS 203 Clinical Pathology	3
BIO 216 Parasitology	4
MAT 102 Introduction to Statistics*	3
<b>Total Semester Credits</b>	<b>14</b>
Fourth Semester	Credits
AHS 206 Clinical Immunology	3
AHS 209 Clinical Applications of Medical Lab Science	3
AHS 210 Clinical Internship I	3
CHE 221 Clinical Chemistry	4
<b>Total Semester Credits</b>	<b>13</b>
Summer Session	Credits
AHS 211 Clinical Internship II	3
<b>Total Semester Credits</b>	<b>3</b>
*or as advised	

**Physical Therapist Assistant (A.A.S.)** - The Physical Therapist Assistant (PTA) works under the supervision of a physical therapist in sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. Employing the knowledge of the patient's condition, the physical therapist assistant performs hands-on treatments for people who have temporary or more permanent physical disabilities such as inability to walk, inability to move a body part or painful conditions. The PTA uses therapeutic exercises, manual therapy, and pain relieving electrical and other modalities. The Physical Therapist Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA). Upon successful completion, the student will receive the Associate in Applied Science (A.A.S) degree, and will be eligible to take the licensing exam for certification by the State of New York as a Physical Therapist Assistant. When applying for certification as a PTA, the graduate will be required to show evidence of his or her current name and any previous names used, any criminal records and citizenship or legal status in the United States. The program is affiliated with more than eighty clinical education sites in Nassau and Suffolk, the five boroughs, and upstate New York. The campus has two laboratories fully equipped with machinery and accessories found in a variety of physical therapy settings. The PTA courses are offered during the day only. Students are admitted in the fall only and must be available for full-time study in the last semester. The P.T.A. Program has been designed as a career program leading to employment at the end of two years of study. However, after completing additional credits and a bachelor's degree, students will be eligible to apply for competitive transfer into a doctoral level physical therapy program.

Course Descriptions: Online or PDF

**Physical Therapist Assistant  
A.A.S. Program  
Hegis Code: 5219  
Total Credits: 66-67**

Summer Session	Credits
(Prior to First Semester - 16 hr/wk)	
AHS 131 Anatomy and Physiology I	4
Humanities Elective	3
<b>Total Semester Credits</b>	<b>7</b>
Fall Semester	Credits
(1st Year - 27 hr/wk)	
AHS 101 Introduction to Allied Health Science	3
AHS 151 Physical Therapist Assistant I	4
AHS 234 Kinesiology	4
ENG 101 Composition I	3
<b>Total Semester Credits</b>	<b>14</b>
Spring Semester	Credits

(1st Year - 26 hr/wk)	
AHS 132 Anatomy and Physiology II	4
AHS 152 Physical Therapist Assistant II	7
PSY 203 General Psychology I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
(16 hr/wk)	
AHS 154 Physical Therapist Assistant IV	3
Fall Semester	Credits
(2nd Year - 31-32 hr/wk)	
AHS 153 Physical Therapist Assistant III	3
AHS 155 Physical Therapist Assistant V	4
ENG 102 Composition II	3
Mathematics (as advised)	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>14-15</b>
Spring Semester	Credits
(2nd Yr., 1st Half - 26 hr/wk)	
AHS 156 Physical Therapist Assistant VI	4
SPS 201 Perspectives on People with Disabilities	3
<b>Total Semester Credits</b>	<b>7</b>
Spring Semester	Credits
(2nd Yr., 2nd Half =12 weeks - 40 hr/wk)	
AHS 157 Physical Therapist Assistant VII	3
AHS 158 Physical Therapist Assistant VIII	3
<b>Total Semester Credits</b>	<b>6</b>

**NOTE:**

Either PED 292 (Safety and First Aid, 3 credits) and AHS 100 (CPR and Basic Cardiac Life Support, 1 credit) or First Aid and Safety offered by the American Red Cross and CPR for Allied Health Professionals offered by the American Heart Association must be completed as part of this program.

**Radiologic Technology (A.A.S.)-** The Radiologic Technology program is a two-year (i.e., four semesters and three summer sessions) program leading to the Associate in Applied Science degree. This is a day only program starting each Fall semester. The curriculum combines liberal arts studies and technical courses with clinical education at affiliated hospitals in Nassau and Suffolk counties. The Radiologic Technology student is trained to work under the supervision of a physician in the diagnostic applications of x-rays. Responsibilities of the Radiologic Technologist include; positioning of patients, handling of complex equipment, and utilizing radiation protection devices. In addition to these technical skills, the technologist's duties require him/her to attend to the physical and emotional needs of patients who are often acutely ill or seriously injured. The program is accredited under the Nassau Community College accreditation granted by The Middle States Association of Colleges and Schools, and by the New York State Department of Health. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become a Registered Radiologic Technologist and to obtain New York State Licensure. Opportunities for professional advancement and continuing education at the B.S. degree level are available.

The program maintains two fully functional radiologic suites. These radiology rooms are designed to give the radiology student a comprehensive training in all aspects of radiology imaging. Both radiology suites are equipped with the latest imaging modalities; DR imaging, CR imaging, and film imaging.

To be eligible for admission to the Radiologic Technology Program, candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined by the New York State Department of Health applicable to the profession of Radiologic Technology.

Course Descriptions: Online or PDF

**Radiologic Technology  
A.A.S. Program  
Hegis Code: 5207  
Total Credits: 75-76**

Summer Session	Credits
(Prior to First Semester)	
ENG 101 Composition I	3
Mathematics Elective	3-4
<b>Total Semester Credits</b>	<b>6-7</b>
First Semester	Credits
AHS 101 Introduction to Allied Health Science	3
AHS 131 Anatomy and Physiology I	4
AHS 240 Radiologic Technology I Lecture	3
AHS 241 Radiologic Technology I Laboratory Clinic	5
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits

AHS 132 Anatomy and Physiology II	4
AHS 242 Radiologic Technology II Lecture	3
AHS 243 Radiologic Technology II Laboratory Clinic	5
ENG 102 Composition II	3
<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
AHS 244 Radiologic Technology III Summer Clinic	5
Third Semester	Credits
AHS 245 Radiologic Technology IV Lecture	3
AHS 246 Radiologic Technology IV Laboratory Clinic	6
PED Activity Course (s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>13</b>
Fourth Semester	Credits
AHS 247 Radiologic Technology V Lecture	3
AHS 248 Radiologic Technology V Laboratory Clinic	6
Humanities Elective	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Summer Session	Credits
AHS 249 Radiologic Technology VI Summer Clinic	5
<b>Total Semester Credits</b>	<b>5</b>

**Radiologic Tech: Radiation Therapy Tech. (A.A.S.)**—The Radiation Therapy program is a two-year (four semesters and three summer sessions) program leading to the Associate in Applied Science degree. Radiation Therapy courses are offered during the day, and students are admitted to the program during the Fall semester only. Graduates are eligible to take the American Registry of Radiologic Technologists examination to become Registered Radiation Therapists and to obtain New York State Licensure. Radiation therapists primarily treat cancer patients by applying ionizing radiation according to a radiation oncologist's prescription, using a variety of complex techniques and equipment. The Radiation Therapy program combines technical and liberal arts courses given at Nassau Community College with off-campus clinical education at various affiliated hospitals and free standing cancer centers. This program is accredited by the Joint Review Committee on Education in Radiologic Technology and by the New York State Department of Health.

Course Descriptions: Online or PDF

**Radiologic Tech: Radiation Therapy Tech.  
A.A.S. Program  
Hegis Code: 5207  
Total Credits: 78-79**

Summer Session (Prior to First Semester)	Credits
ENG 101 Composition I	3
MAT 109 Algebra and Trigonometry or equivalent	3-4
<b>Total Semester Credits</b>	<b>6-7</b>
First Semester	Credits
AHS 101 Introduction to Allied Health Sciences	3
AHS 131 Anatomy and Physiology I	4
AHS 180 Treatment Techniques	1
AHS 181 Radiology and Topographic Anatomy	1
AHS 182 Quality Assurance	1
AHS 261 Radiation Therapy Lecture I	3
AHS 262 Radiation Therapy Clinic I	2
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
AHS 168 Introduction to Treatment Planning	3
AHS 263 Radiation Therapy Lecture II	3

AHS 264 Radiation Therapy Clinic II	2
ENG 102 Composition II	3
<b>Total Semester Credits</b>	<b>15</b>
Summer Session	Credits
AHS 265 Radiation Therapy Clinic III	5
Third Semester	Credits
AHS 133 Radiation Biology	3
AHS 134 Applied Radiation Physics I	3
AHS 266 Radiation Therapy Lecture III	3
AHS 267 Radiation Therapy Clinic IV	3
PSY 203 General Psychology I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
AHS 268 Radiation Therapy Lecture IV	3
AHS 269 Radiation Therapy Clinic V	3
AHS 135 Applied Radiation Physics II	3
Social Science Elective	3
Humanities Elective	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Summer Session	Credits
AHS 270 Radiation Therapy Clinic VI	5

**Respiratory Care (A.A.S.)** - Respiratory Care is an allied health specialty concerned with the performance of diagnostic cardiopulmonary evaluation and respiratory therapy treatment applied to patients with deficiency and abnormalities of the cardiopulmonary system. It includes related education of the patient, family, and public. Cardiopulmonary evaluation includes the acquisition, analysis and interpretation of data obtained from physiologic specimens, performance of diagnostic tests, studies and research of the cardiopulmonary system, as well as neurophysiologic studies related to respiratory care. Specific testing techniques are employed in respiratory care to assist in diagnosis, monitoring treatment and research. This is understood to include measurement of ventilatory volumes, pressures, flows, blood gas analysis and other related physiologic monitoring. Respiratory therapy techniques include the application and monitoring of medical gases and related administration apparatus, environmental control systems, humidification systems, aerosols, inhaled medications, ventilatory support, bronchopulmonary drainage, pulmonary rehabilitation, cardiopulmonary resuscitation and airway management.

The Respiratory Care program is designed to train the student for a career as a respiratory therapist. It is a two-year course of study leading to the Associate in Applied Science (A.A.S.) degree. In addition, graduates are eligible for nationally recognize certification and registration through the National Board for Respiratory Care, and for licensure by the New York State Education Department. To be eligible for admission to the Respiratory Care Program candidates must meet academic requirements, must be legally eligible for employment and licensure in the United States at the time of application, and must be of "good moral character" as defined in the New York State Education Law as applicable to the profession of the Respiratory Care, and must pass a criminal background check. The Respiratory Care curriculum is a balance of courses in the liberal arts and basic sciences as well as more specialized technical and clinical courses. Clinical, laboratory, and classroom training is structured to provide a comprehensive understanding of modern respiratory care techniques.

Graduates are trained in diagnostic and therapeutic techniques for adult, pediatric and neonatal patients, and upon graduation are prepared to work in all areas of the field including intensive-critical-emergency care, general respiratory care, and rehabilitation and home care for cardiopulmonary patients. This program is nationally accredited by the Commission on Accreditation for Respiratory Care.

Course Descriptions: Online or PDF

**Respiratory Care  
A.A.S. Program  
Hegis Code: 5215**

**Total Credits: 76-77**

Summer Session	Credits
(Prior to First Semester)	
ENG 101 Composition I	3
MAT Elective (as advised)	3-4
<b>Total Semester Credits</b>	<b>6-7</b>
First Semester	Credits
AHS 101 Introduction to Allied Health Science	3

AHS 111 Respiratory Care I Lecture	3
AHS 131 Anatomy and Physiology I	4
AHS 311 Respiratory Care I Laboratory	3
CHE 131 General Chemistry I	4
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
AHS 104 Fundamentals of Pharmacology and Therapeutics for Respiratory Care	3
AHS 112 Respiratory Care II Lecture	3
AHS 132 Anatomy and Physiology II	4
AHS 312 Respiratory Care II Laboratory	3
CHE 132 General Chemistry II	4
<b>Total Semester Credits</b>	<b>17</b>
Summer Session I	Credits
AHS 313 Respiratory Care III Laboratory	2
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>3</b>
Summer Session II	Credits
AHS 212 Respiratory Care Summer Clinical I	2
Third Semester	Credits
AHS 113 Respiratory Care III Lecture	2
AHS 202 Medical Microbiology	4
AHS 314 Respiratory Care IV Laboratory	3
AHS 413 Respiratory Care Clinical II	2
ENG 102 Composition II	3
SOC 201 Introduction to Sociology	3

<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
AHS 114 Respiratory Care IV Lecture	2
AHS 214 Respiratory Care Clinical IV	2
AHS 414 Respiratory Care Clinical III	3
Humanities Elective	3
PED Activity Course (s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15</b>

**Surgical Technology (A.A.S.)-** The Surgical Technology student is prepared to assume the role of surgical technologist in any surgical setting. In this program, the student is prepared to function in the areas of scrub, circulating assistant, and second assistant during surgical and obstetrical procedures. The graduate surgical technologist may elect to specialize in a particular area of surgery such as open heart, neuro, eye, orthopedics, and many others. Graduates are also employed in the emergency rooms, delivery rooms, ambulatory surgery centers, central supply units, organ retrieval units, and surgical equipment sales. This two-year program leads to an Associate in Applied Science Degree and is accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA). Graduates are required to take the NBSTSA National Certifying Examination for Certified Surgical Technologists (CST).

Course Descriptions: Online or PDF

**Surgical Technology  
A.A.S. Program  
Hegis Code: 5211  
Total Credits: 71**

Summer Session	Credits
(Prior to First Semester)	
ENG 101 Composition I	3
COM 101 Interpersonal Communications	3
<b>Total Semester Credits</b>	<b>6</b>
First Semester	Credits
AHS 101 Introduction to Allied Health Science	3
AHS 121 Surgical Technology I	5
AHS 131 Anatomy and Physiology I	4
Mathematics Elective	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
AHS 103 Fundamentals of Pharmacology	3
AHS 122 Surgical Technology II	6
AHS 132 Anatomy and Physiology II	4
ENG 102 Composition II	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>

Summer Session	Credits
AHS 202 Medical Microbiology	4
Third Semester	Credits
AHS 123 Surgical Technology III	8
PSY 203 General Psychology I	3
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>14</b>
Fourth Semester	Credits
AHS 124 Surgical Technology IV	8
Elective (as advised)	3
Elective in Psychology or Sociology	3
<b>Total Semester Credits</b>	<b>14</b>

**ART****OFFICE:**Building G, Room 179, 516.572.7162**CHAIRPERSON:**Susan Dooley, Susan.Dooley@ncc.edu**FACULTY:**C. Eckdall, C. Funk, T. Emmerson, J. Gorman, A. Guest, I. Maksym, C. McBride, C. Monastra, M. Palmieri, M. Romano, W. Shillallies, R. Toedter**TECHNICAL ASSISTANTS:**L. Casey, P. Colombraro, L. Chatterton, M. Gallo, M. LaCombe, D. Puzzo**COURSES OFFERED: Art (ART)**

The following curricula are offered by this Department:

Art (A.S.)

Art Studies (A.A.)

Commercial Art: Digital Technologies (A.A.S.)

Desktop Publishing and Design (Certificate)

**Photography (A.S.)**

Photography (Certificate)

Web Design (Certificate)

The Art Department offers courses of study for both the art major and for those wishing to explore the visual arts. Students may choose from A.S. degree programs in Art and in Photography, an A.A.S. degree in Commercial Art: Digital Technologies, an A.A. degree in Art Studies with an option of concentration in Art History, and Certificate programs in Photography, Desktop Publishing and Design, and Web Design.

Our A.S. degrees, designed for students who intend to pursue a four-year art education, provide a basic foundation across the various disciplines, including drawing, painting, 2D and 3D design, sculpture, ceramics, photography, printmaking, and computer graphics. Courses in Art History, ranging from primitive to contemporary and non-western, are also offered. Students must complete remedial courses in English and Reading before enrolling in any art history courses. The Certificate in Photography (36 credits) is a concentrated area of study for those students planning a more immediate career in this field. Our A.A.S. degree program in Commercial Art: Digital Technologies provides students with training in desktop publishing and multimedia. Studies include print and graphic design, web design, 3D modeling, animation and interactive design. The Desktop Publishing and Design Certificate provides students with specialized computer skills in typography page layout, illustration, digital imaging, pre-press, and printing. This 36 credit certificate program is designed to help prepare students for an entry level position. The Website Design Certificate program provides students with specialized computer skills in web site design, web site component languages and general computer technology in order to better define their own roles in the Industry. This 36-37 credit certificate program is designed to help prepare students for an entry-level position.

The Art facilities, located in the Social Sciences and Visual Arts Building (Bldg. G), contain seven specialized art studios with state-of-the-art equipment; four computer labs covering a range of courses in digital technology; a raked art history lecture hall with the latest AV and Smartboard technology, and a Photography complex that includes two professional photography studios, two large black & white darkrooms (for classroom and for general use), seven individual color print photography darkrooms, a computer lab for digital photography and a variety of specialized development areas.

The Firehouse Plaza Art Gallery, which is operated by the Art Department, offers several art exhibitions yearly and is open to the general public. Art students must complete one questionnaire associated with an art exhibition at the Firehouse Gallery and attend one Art Forum sponsored by the Art Department each semester. In addition, museum and/or gallery visits and field trips may be required as part of an art instructor's curriculum. Students may also be required to provide supplies and/or equipment for individual use in their courses.

The Art Department requires all art majors to maintain a cumulative 2.0 GPA in their field of study. After one probationary semester, art majors with GPA's below 2.0 will be withdrawn from their major area of study.

Course Descriptions: Online or PDF

**Art\***  
**A.S. Program**  
**Hegis Code: 5610**

+Option: Art Internship by referral as a 3cr. Art elective.  
 \*Please check with an Art Department Advisor for the advisement pattern that best suits your area of interest.

**Total Credits: 66-69**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 106 Principles of 3-Dimensional Design	3
Art History Elective	3
ENG 101 Composition I	3
Laboratory Science Elective	4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
<b>Second Semester</b>	<b>Credits</b>
ART 111 Drawing 1	3
Art Electives	6
ENG 102 Composition II	3
Laboratory Science Elective	4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
<b>Third Semester</b>	<b>Credits</b>
Art Electives	6
HED Health Elective	2-3
Humanities Elective	3
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-19</b>
<b>Fourth Semester+</b>	<b>Credits</b>
Art Electives	6
Humanities Elective	3
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15-16</b>

Course Descriptions: Online or PDF

**Art Studies**  
**A.A. Program**  
**Hegis Code: 5610**

**Total Credits: 66-69**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 111 Drawing I	3
ENG 101 Composition I	3
Mathematics Elective	3-4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16-17</b>
<b>Second Semester</b>	<b>Credits</b>
ART 106 Principles of 3-Dimensional Design	3
ART 130 Graphics Design I	3
ENG 102 Composition II	3
HED Health Elective	2-3
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-19</b>
<b>Third Semester</b>	<b>Credits</b>
Art History Elective *	3
English Elective	3
Humanities Elective	3
Laboratory Science Elective	4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Fourth Semester</b>	<b>Credits</b>
Art Elective	3
English Elective	3
Humanities Elective	3
Laboratory Science Elective	4

Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
*Choose from: ART 102 Art History (Renaissance), ART 103 Art History (Baroque through Realism), ART 104 Art History (Contemporary), ART 124 History of Photography, ART 201 Survey of Art History I, ART 202 Survey of Art History II or ART 203 Art Beyond the West.	

Course Descriptions: Online or PDF

**Commercial Art: Digital Technologies  
A.A.S. Program  
Hegis Code: 5012**

**Total Credits: 65-67**

First Semester	Credits
ART 105 Principles of 2-Dimensional Design	3
ART 111 Drawing I or ART 159 Photography I	3
ART 130 Graphic Design I	3
ENG 101 Composition I	3
MAT Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ART 114 Typography for Graphic Design	3
ART 131 Digital Imaging	3
ART 137 Computer Illustration	3
ART 140 Graphic Design II	3
ENG 102 Composition II	3
HED Health Elective	2-3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
ART 133 Graphic Design III	3
ART 239 Web Design I	3
Commercial Art Elective*	3
Commercial Art Elective*	3
PED Activity Course(s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
ART 240 Portfolio Workshop	3
Commercial Art Elective*	3
Humanities Elective	3
Lab Science Elective	4

Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
*Commercial Art Elective, please select 3 courses: ART 107 Prepress for Commercial Artists, ART 108 Advertising Art, ART 113 Package Design, ART 138 3D Modeling, ART 139 Web Animation and Interactivity, ART 237 Digital Video and Special Effects, ART 238 3D Animation, ART 249 Web Design II.	

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Desktop Publishing & Design  
Certificate Program  
Hegis Code: 5012**

**Total Credits: 36**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 108 Advertising Art	3
ART 130 Graphics Design I	3
ART 159 Photography I	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
ART 114 Typography for Graphic Design	3
ART 131 Digital Imaging	3
ART 137 Computer Illustration	3
ART 140 Graphic Design II	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Third Semester</b>	<b>Credits</b>
ART 133 Graphic Design III	3
ART 240 Portfolio Workshop	3
Liberal Arts Elective	3
MKT 100 Introduction to Marketing	3
<b>Total Semester Credits</b>	<b>12</b>

Course Descriptions: Online or PDF

**Photography**  
**A.S. Program**  
**Hegis Code: 5007**  
**Total Credits: 66-69**

First Semester	Credits
ART 105 Principles of 2-Dimensional Design	3
ART 124 History of Photography	3
ART 159 Photography I	3
ART 160 Black and White Darkroom	3
Mathematics Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ART 131 Digital Imaging	3
ART 230 Color Photography	3
ENG 101 Composition I	3
HED Health Elective	2-3
Humanities Elective	3
Mathematics Elective	3-4
<b>Total Semester Credits</b>	<b>17-19</b>
Third Semester	Credits
ART 231 Digital Printing for Photographers	3
ART Photography Elective	3
ENG 102 Composition II	3
Lab Science Elective	4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
ART Photography Elective	3
ART Photography Elective	3
Humanities Elective*	3
Laboratory Science Elective	4

Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
*Recommended: ART 109 Printmaking I, ART 111 Drawing I or ART 142 Art Internship (by referral).	
Photography Electives, please select 3 courses: ART 142 Art Internship (by referral), ART 226 Experimental Photography, ART 227 Studio Photography, ART 228 Photojournalism, ART 229 View Camera.	

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Photography****Certificate****Hegis Code: 5007****Total Credits: 36**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 124 History of Photography	3
ART 159 Photography I	3
ART 160 Black and White Darkroom	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester</b>	<b>Credits</b>
ART 131 Digital Imaging	3
ART 230 Color Photography	3
ART Photography Elective	3
Liberal Arts Elective	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Third Semester</b>	<b>Credits</b>
ART 231 Digital Printing for Photographers	3
ART Photography Elective	3
ART Photography Elective	3
Liberal Arts Elective	3
<b>Total Semester Credits</b>	<b>12</b>
Photography Electives, please select 3 courses: ART 142 Art Internship (by referral), ART 226 Experimental Photography, ART 227 Studio Photography, ART 228 Photojournalism or ART 229 View Camera	

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Website Design  
Certificate Program  
Hegis: 5012  
Total Credits: 36-37**

<b>First Semester</b>	<b>Credits</b>
ART 105 Principles of 2-Dimensional Design	3
ART 130 Graphic Design I	3
CSC 104 Programming Logic and Problem Solving	3
MAT Elective	3-4
<b>Total Semester Credits</b>	<b>12-13</b>
<b>Second Semester</b>	<b>Credits</b>
ART 131 Digital Imaging	3
ART 137 Computer Illustration	3
ART 239 Web Design I	3
Web Design Elective *	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Third Semester</b>	<b>Credits</b>
ART 139 Web Animation and Interactivity	3
ART 249 Web Design II	3
ABT 235 E-Commerce for Office Professionals	3
Web Design Elective *	3
<b>Total Semester Credits</b>	<b>12</b>
*Choose from: ABT 230 Web Page Formatting, ART 133 Graphic Design III, ART 138 3D Modeling, ART 237 Digital Video and Special Effects, ITE 101 Intro to Information Technology, ITE 154 Web Programming I, ITE 213 Data Communications and the Internet.	

**OFFICE:** Cluster F, Room 2230, 516.572.7575.

**CHAIRPERSON:** Stephen Beck, Stephen.Beck@ncc.edu

**FACULTY:** P. Biersuck, B. Borowsky, D. Deal, W. Doody, R. Gonzalez, M. Gotkin, D. Jones, C. Kelly, J. Lee, B. May, T. O'Brien, J. Perrotto, K. Podwall, K. Prabhakar, K. Reiser, S. Smolin, J. Spano, D. Stanley, H. Touma, C. Tuailon, C. Weinstein, B. Woelker.

**TECHNICAL ASSISTANTS:** M. Landau, D. Renwick, A. Thelian, C. Thurber, M Wetherell

**COURSES OFFERED:** Biology (BIO)

The Department of Biology provides a strong program designed to enable students to transfer to an upper division college of their choice. Offering a wide variety of courses, the Biology Department seeks to serve those students wishing to pursue a career in the biological sciences as well as those students who simply wish to explore the field of biology. Whether designed for the science student or the non-science student, all of our laboratory courses will satisfy the science requirement for an associate degree and all Biology courses can be used for elective credit. As a service for students pursuing a career in the biological sciences, the Biology Department has developed articulation agreements with various branches of SUNY, Albany and Stony Brook for example, and many of the local private institutions. In addition to providing students with the course work necessary for career preparation, the Biology Department offers extensive career advisement for all areas of the biological sciences. Students preparing for careers in areas such as medicine, dentistry, chiropractic, podiatry, veterinary medicine, pharmacy, forestry, environmental science, biological research, etc. are encouraged to see departmental advisors. The Department also houses a modern and fully functional transmission and scanning electron microscope facility and a 3-D visualization theater.

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

Biology (A.S.)

Course Descriptions: Online or PDF

**Biology  
A.S. Program  
Hegis Code: 5604**

**Total Credits: 67-68**

First Semester	Credits
BIO 109 Principles of Biology I	4
CHE 151 Inorganic Chemistry I	4
ENG 101 Composition I	3
MAT Elective^	4
Social Science Elective* [a course in American History preferred]	3
<b>Total Semester Credits</b>	<b>18</b>
Second Semester	Credits
BIO 110 Principles of Biology II	4
CHE 152 Inorganic Chemistry II	4
ENG 102 Composition II	3
MAT Elective^	4
Social Science Elective* [a course in Western Civilization or Other Civilizations preferred]	3
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
BIO [200-level] Elective"	4
CHE 201 Organic Chemistry I	5
Elective [a course in The Arts preferred]	3
Humanities Elective* [a course in Fine and Performing Arts preferred]	3
PED Activity	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
BIO [200-level] Elective"	3-4
CHE 202 Organic Chemistry II	5

Elective [a course in Communications or Literature preferred]	3
Humanities Elective* [a course in Foreign Languages preferred]	3
PED Activity	1
<b>Total Semester Credits</b>	<b>15-16</b>
" Bio [200-level] Elective Choose from: BIO 201 Anatomy, BIO 202 Physiology, BIO 209 Nutritional Science I, BIO 210 Nutritional Science II, BIO 211 Developmental Anatomy, BIO 212 Comparative Anatomy, BIO 214 Microbiology, BIO 215 Histology, BIO 216 Parasitology, BIO 219 Field Biology, BIO 221 Transmission Electron Microscopy, BIO 222 Scanning Electron Microscopy or BIO 231 Biotechnology: Recombinant DNA Science.	
*When selecting Social Science/Humanities electives consideration must be given to the inclusion of a course in Literature, and/or a course in Communication Arts, and/or a course in Fine and Performing Arts, and at least two courses from two of the three subcategories of Culture and Diversity.	
^ Two semesters of mathematics from the following: MAT 111 Pre-Calculus, MAT 122 Calculus I, MAT 123 Calculus II	

**CHEMISTRY****OFFICE:** Cluster C, Room 2055, 516.572.7580**CHAIRPERSON:** Donna Eilerman, Donna.Eilerman@ncc.edu.**FACULTY:** T. Black, V. Giannasio, C. Hicks, A. Mellace, E. Shenal, N. Sisti, C. Wynter**TECHNICAL ASSISTANTS:** M. Beck, K. Keegan, V. Sanchioli, R. Tavitian**COURSES OFFERED:** Chemistry (CHE)

Students studying chemistry may elect to pursue the A.A. or A.S. degree. Graduates pursue careers in education, industry, government, environmental science, health sciences, medicine, dentistry, pharmacy, and veterinary medicine. The Department operates an experimental complex consisting of six teaching laboratories and support facilities, including equipment required for instrumental analysis and medical laboratory analysis. Chemistry students who enter the College with less than three years of high school mathematics should select mathematics by advisement. Students may not enroll in any chemistry courses while taking any remedial courses. Curriculum and program selections should be made in consultation with a departmental advisor. Consumer Chemistry, CHE 108, and Contemporary Topics in Chemistry, CHE 109, fulfill the science requirements. All chemistry courses may be applied toward the College's laboratory science degree requirements. Facilities on campus include the Chemistry Department Learning Center with tutorial support located in C-115.

**COMMUNICATIONS**

**OFFICE:** Building H, Room 203, 516.572.7170

**CHAIRPERSON:** Jill Burgreen, Jill.Burgreen@ncc.edu.

**FACULTY:** E. Bogin, V. Chai, J. Cohen, J. Coppolino, P. Euler, J. Farrell Leontiou, F. Gulinello, R. Kane, S. Lewis, A. Naiman, L. O'Connell, D. O'Connor, S. Ogumah, D. Panzer, S. Samuels, J. Strahl, T. Webb

**TECHNICAL ASSISTANTS:** K. Beckman, P. D'Angelo

**COURSES OFFERED:** Communications (COM), American Sign Language (ASL)

Through the study and application of communications processes, content, and media, communications courses guide the student toward a better understanding of self and society and help develop more effective communications skills.

The department offers Associate of Arts Degrees in three areas: Communication Arts, American Sign Language and Media Studies. Moreover, courses are offered in areas such as: speech pathology, linguistics, business communications, culture and tv/film production.

The Communication Lab is a state-of-the art computer lab which is available to, and supports, all students enrolled in communication courses. The lab has audio and video supplementary materials and software programs where students complete required course work and may also receive one-to-one assistant with course related assignments. The Communications Lab is located in Building F, Room 117. To verify hours call 516.572.9671. Lab attendance is required for all ASL classes.

Field trips required for:

ASL 152 American Sign Language I,  
ASL 153 American Sign Language II,  
ASL 252 American Sign Language III, and  
ASL 253 American Sign Language IV.

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

American Sign Language (AA)  
Communication Arts (AA)  
Media (AA)

Course Descriptions: Online or PDF

**American Sign Language  
A.A. Program  
Hegis Code: 5599**

**Total Credits: 66-69**

<b>First Semester</b>	<b>Credits</b>
ASL 152 American Sign Language I *	3
COM 101 Interpersonal Communications	3
ENG 101 Composition I	3
SOC 201 Introduction to Sociology	3
Mathematics Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
<b>Second Semester</b>	<b>Credits</b>
ASL 153 American Sign Language II *	3
*ASL 226 Communications and Culture in the Deaf Community	3
ENG 102 Composition II	3
Laboratory Science Elective	4
Mathematics Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17-18</b>
<b>Third Semester</b>	<b>Credits</b>
*ASL 252 American Sign Language III	3
COM 220 Communication and Language	3
English Elective **	3
Laboratory Science Elective	4
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
*ASL 253 American Sign Language IV	3
General Electives ***	6

HED Health Elective	2-3
Social Science Electives	6
<b>Total Semester Credits</b>	<b>17-18</b>
* These classes may not be offered every semester. ASL 252 American Sign Language III and ASL 253 American Sign Language IV will be offered at least once a year. * Placement by departmental advisement. ** Recommended: ENG 226 Introduction to Linguistics and Semantics II. *** Recommended general elective: COM 222 Nonverbal Communication.	

Course Descriptions: Online or PDF

**Communication Arts  
A.A. Program  
Hegis Code: 5008**

**Total Credits: 66-69**

<b>First Semester</b>	<b>Credits</b>
COM 101 Interpersonal Communications	3
ENG 101 Composition I	3
Humanities Elective *	3
Mathematics Elective	3-4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16-17</b>
<b>Second Semester</b>	<b>Credits</b>
COM 103 Public Speaking	3
ENG 102 English Composition II	3
Laboratory Science Elective	4
Mathematics Elective	3-4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
<b>Third Semester</b>	<b>Credits</b>
Two COM courses (to be selected from the options below**)	6
English Elective	3
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
One COM course (to be selected from options below**)	3
English or General Elective	3
General Elective	3
HED Health Elective	2-3

Humanities Elective	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
* Course other than Communications. ** COM course options: COM 202 - Persuasive Speaking COM 119 - Interaction in Oral Interpretation COM 121 - Small Group Communication COM 123 - Argumentation and Debate COM 124 - Communication for Business and the Professions COM 125 - Effective Listening COM 220 - Communication and Language COM 222 - Nonverbal Communication COM 224 - Intercultural Communication	

Course Descriptions: Online or PDF

**Media**  
**A.A. Program**  
**Hegis Code: 5008**  
**Total Credits: 66-69**

Students are advised to check with the Communications Department each semester before they register.

First Semester	Credits
ART 159 Photography I*	3
COM 103 Public Speaking	3
COM 110 Understanding Mass Media	3
ENG 101 Composition I	3
Mathematics Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
(Broadcast Production Group) COM 109 Television Journalism or COM 170 Radio Production or COM 171 Television Studio Production or COM 172 Video Field Production	3
ENG 102 Composition II	3
Laboratory Science Elective	4
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16-17</b>
Third Semester	Credits
(Media Studies Group)	
COM 113 Documentary Media or COM 210 Global Media	3
ENG 215 Journalism	3
Humanities Elective**	3
Laboratory Science Elective	4
Social Science Elective	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>17</b>

Fourth Semester	Credits
(Film Studies Group)	
COM 104 Film Appreciation or COM 107 Film Production I or COM 112 History of Film	3
General Electives ***	6
HED Health Elective	2-3
Social Science Electives	6
<b>Total Semester Credits</b>	<b>17-18</b>

\* Or other Art course by advisement.  
 \*\* Course other than Communications.  
 \*\*\* Suggested elective include:  
 ART 133 Graphic Design III,  
 COM 201 Voice and Diction,  
 COM 290 Media Practicum,  
 CMP 100 Computer Literacy,  
 CMP 101 Introduction to Computers,  
 ENG 111 Technical Writing,  
 ENG 251 Film and Literature,  
 MKT 100 Introduction to Marketing,  
 MKT 106 Principles of Advertising,  
 MKT 138 Public Relations, or  
 THR 107 Stagecraft.

**CRIMINAL JUSTICE****OFFICE:** Building G, Room 157, 516.572.7179**CHAIRPERSON:** Robert Costello, Robert.Costello@ncc.edu.**FACULTY:** A. al-Rahman, K. Cho, B. Delmage, J. Ferraro, R. Hodge, T. Hoffman, P. Schmidt**TECHNICAL ASSISTANT:** J. Osovet**COURSES OFFERED:** Criminal Justice (CRJ), Fire Science (FRS), Private Security Administration (PSA)

The Criminal Justice Department provides students with instruction in all areas of the criminal justice profession. We offer a broad liberal arts education, together with training and internships in the criminal justice system. The Department thoroughly familiarizes students with the functions of police, courts, correctional programs, law, protection management, crime prevention and their application to the community.

**The following curriculum is offered by this Department:** Criminal Justice (A.S.) - Students choosing this program will be prepared for further study in the areas of criminal justice, law, public administration, sociology, or government. The program is best suited for those students planning to transfer to a four-year school, but is often used for entry-level positions in the criminal justice system. All criminal justice majors are required to take at least one class in each of the following areas: Policing, Probation/Parole, Security Administration, in addition to CRJ 105 Foundations of the Justice System, CRJ 212 Research in Crime and Security and CRJ 225 Criminal Law.

Fire Science (A.S.) - The Fire Science Degree (A.S) is designed to help students understand the importance of the fire service in our society. This program prepares students for an opportunity for employment in the Fire service field. The student will receive a strong foundation in liberal arts while gaining specific knowledge in fire science.

The Emergency Management (A.S) - The Emergency Management program (A.S) is designed to help students understand the importance of emergency management in our society. Furthermore, this program prepares students for transfer to a four year degree program or an opportunity for employment in the Emergency Management field. The student will receive a strong foundation in liberal arts while gaining training and specific knowledge in emergency management.

**Criminal Justice (A.S.)** - Students choosing this program will be prepared for further study in the areas of criminal justice, law, public administration, sociology, or government. The program is best suited for those students planning to transfer to a four-year school, but is often used for entry-level positions in the criminal justice system. All criminal justice majors are required to take at least one class in each of the following areas: Policing, Probation/Parole, Security Administration, in addition to CRJ 105 Foundations of the Justice System, CRJ 212 Probation and Parole II and CRJ 225 Criminal Law.

Course Descriptions: Online or PDF

**Criminal Justice  
A.S. Program  
Hegis Code: 5505**

**Total Credits: 66-69**

First Semester	Credits
ENG 101 Composition I	3
CRJ 105 (req.) Foundations of the Justice System	3
CRJ Elective Police Area of Concentration	3
Laboratory Science Elective	4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ENG 102 Composition II	3
Criminal Justice Elective	3
Criminal Justice Elective PSA Area of Concentration	3
Laboratory Science Elective	4
PED Activity Course(s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CRJ 225 (req.) Criminal Law	3
CRJ Probation/Parole/ Corrections Area of Concentration	3
Humanities Elective	3
Mathematics Elective	3-4
PED Activity Course(s)	1
Social Science Elective	3

<b>Total Semester Credits</b>	<b>16-17</b>
<b>Fourth Semester</b>	<b>Credits</b>
CRJ 212 (req.) Research in Crime and Security	3
Criminal Justice Elective	3
HED 200 Concepts of Healthful Living and Stress Management, HED 201 Personal and Family Health, HED 251 Human Sexuality, HED 271 Alcoholism, Addictions and Abusive Behaviors, or HED 293 Community Health	2-3
Humanities Elective	3
Mathematics Elective	3-4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-19</b>
*Students pursuing the A.S. Degree in Criminal Justice are required to take CRJ 105 Foundations of the Justice System, CRJ 212 Probation and Parole II and CRJ 225 Criminal Law. Additionally, the student must take one course each from the following three areas of concentration: Policing, Probation/Parole/ Corrections, Private Security Administration, and two (2) electives in Criminal Justice.	

The **Emergency Management program (A.S)** is designed to help students understand the importance of emergency management in our society. Furthermore, this program prepares students for transfer to a four year degree program or an opportunity for employment in the Emergency Management field. The student will receive a strong foundation in liberal arts while gaining training and specific knowledge in emergency management.

Course Descriptions: Online or PDF

**Emergency Management  
A.S. Program  
Hegis Code: 5508  
Total Credits: 66-67**

<b>First Semester</b>	<b>Credits</b>
ENG 101 Composition I	3
HED or PED Elective	1
ITE 101 Introduction to Information Technology or CMP 103 Microcomputer Hardware and Software	3
MAT 102 Introduction to Statistics	3
PSA 225 Introduction to Emergency Management	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
ENG 102 Composition II	3
FRS 101 Introduction to the Fire Service	3
HED or PED Elective	1
Humanities Elective	3
Laboratory Science Elective	4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Third Semester</b>	<b>Credits</b>
COM 103 Public Speaking	3
CRJ or FRS Elective	3
FRS 102 Fire Safety and Tactics	3
General Elective*	3
MAT Elective	3

PSA 111 Introduction to Security	3
<b>Total Semester Credits</b>	<b>18</b>
<b>Fourth Semester</b>	<b>Credits</b>
CET 101 Residential Construction Methods	3
General Elective*	3
Literature Elective	3
PSA 231 Arson Investigation Safety Management OSHA (Federal and State)	3
Science Elective	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
*Any two courses from two different categories: <ul style="list-style-type: none"> <li>• Western Civilization</li> <li>• Other World Civilizations</li> <li>• American History</li> <li>• Foreign Languages</li> <li>• The Arts</li> </ul>	

**The Fire Science Degree (A.S.)**—This program is designed to help students understand the importance of the fire service in our society. This program prepares students for an opportunity for employment in the Fire service field. The student will receive a strong foundation in liberal arts while gaining specific knowledge in fire science.

Course Descriptions: Online or PDF

**Fire Science**  
**A.S. Degree**  
**Hegis Code: 5507**  
**Total Credits: 66-67**

First Semester	Credits
BUS 112 Principles of Management	3
CHE 107 General Chemistry	4
ENG 101 Composition I	3
FRS 101 Introduction to Fire Science	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
ENG 102 Composition II	3
FRS 102 Fire Safety and Tactics	3
PSA 225 Introduction to Emergency Management	3
Science Elective	4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
FRS 201 High Rise/Structures and Systems	3
FRS 202 Fire Protection and Detection Systems	3
Humanities Elective	3
Mathematics Elective	3
PED 292 Safety and First Aid	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
CRJ 201 Criminal Investigation	3

FRS 203 Hazardous Materials in the Fire Service	3
HED 201 Personal and Family Health or HED 251 Human Sexuality	2-3
Humanities Elective	3
Mathematics Elective	3
PED 665 Basic Swimming and Rescue Technique I	1
PSA 231 Arson Investigation Safety Management OSHA (Federal and State)	3
<b>Total Semester Credits</b>	<b>18-19</b>
Humanities: Art, Communications, English, Foreign Language, Music, Philosophy, Reading, Theatre. Recommended Courses: HED 200 Concepts of Healthful Living and Stress Management, HED 231 Death Education: A Health Perspective, HED 271 Alcoholism, Addictions and Abusive Behaviors, MAT 102 Introduction to Statistics, PED 301 Physical Conditioning and Weight Training I, PED 303 Physical Conditioning and Weight Training II, PED 665 Basic Swimming and Rescue Techniques	

**ECONOMICS AND FINANCE****OFFICE:**Building G, Room 155, 516.572.7181**CHAIRPERSON:**Darleen Braunschweiger, Darleen.Monaco@ncc.edu**FACULTY:**R. Deriso, G. Frost, R. Schroder, R. Trainer, E. Weeks**COURSES OFFERED:** Economics (ECO), Finance (FIN),  
Interdisciplinary Global Studies (IGS)

Economics and Finance provide a bridge between the liberal arts and business programs by offering fundamental survey courses to satisfy the degree requirements of both social science and business students. The Department's courses provide an understanding of the origins, characteristics, and functions of economic and financial systems. The courses will enable students to develop critical thinking skills while studying the structure and dynamics of the U.S. and global economies. Economic and financial analyses are used to examine individual, business, and public sector decision-making to ascertain how these decisions impact society.

Liberal arts and non-business students who wish to gain an overview of the economic and financial system in one semester should take Survey of Economics (ECO 100) or any other general theory courses such as: Personal Finance (ECO 110/FIN 110), Introduction to Finance (ECO 111/FIN 111), Economic Development of the United States (ECO 215), Economics of the Developing World (ECO 216), Economic Geography of the World ( ECO 222 ), and History of Economic Thought (ECO 280).

Students who plan to pursue a Baccalaureate degree in Economics, Finance, or Business should begin their studies by taking Principles of Macroeconomics (ECO 207) and Principles of Microeconomics (ECO 208), both of which provide a foundation for more advanced study in economics and finance. Then, after faculty advisement, students may choose from the following: Introduction to Investments (ECO 112 / FIN 112), Economic Statistics (ECO 212), Money and Banking (ECO 213/FIN 213), Corporate Finance (ECO 214 / FIN 214), Economics Development of the United States (ECO 215), Economics of the Developing World (ECO 216), International Economic Systems: A Study Abroad (ECO 218), American Banking Practices (ECO 220), Economic Geography of the World (ECO 222), Introduction to International Economics and Finance (ECO 230/FIN 230), History of Economic Thought (ECO 280), and Cooperative Education Internship (ECO 490/FIN 490). Students wishing to pursue study at the Baccalaureate level in economics or finance should consult an advisor in the Department of Economics and Finance.

**The following curriculum is offered by this Department:****Financial Markets (Certificate):**

The Financial Markets Certificate is designed to provide students with the financial skills and information needed for employment in a wide range of finance related fields (e.g. financial services, investment advisors, domestic and/or international banking and others). It is necessary to have a basic understanding of financial markets for those pursuing or maintaining careers in finance and this course of study is designed to develop this skill set.

This Certificate will also serve the general community by providing an understanding of financial investments and the associated tools needed for evaluation. This knowledge will provide the basis for better management of personal financial resources and sound financial decision-making.

**Financial Markets (Cert.)**—The Financial Markets Certificate is designed to provide students with the financial skills and information needed for employment in a wide range of finance related fields (e.g. financial services, investment advisors, domestic and/or international banking and others). It is necessary to have a basic understanding of financial markets for those pursuing or maintaining careers in finance and this course of study is designed to develop this skill set.

This Certificate will also serve the general community by providing an understanding of financial investments and the associated tools needed for evaluation. This knowledge will provide the basis for better management of personal financial resources and sound financial decision-making.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Financial Markets  
Certificate Program  
Hegis Code: 5003  
Total Credits: 24**

<b>First Semester **</b>	<b>Credits</b>
ECO 112/FIN 112 Introduction to Investments	3
ECO 213/FIN 213 Money and Banking	3
Finance Elective (by advisement)	3
Free Elective (by advisement)	3
<b>Total Semester Credits</b>	<b>12</b>
<b>Second Semester**</b>	<b>Credits</b>
ACC 101 Accounting	3
ECO 214/FIN 214 Corporation Finance	3
ECO 230/FIN 230 Introduction to International Economics and Finance	3
Free Elective (by advisement)	3
<b>Total Semester Credits</b>	<b>12</b>
** ECO 207 Principles of Macroeconomics (3 credits) and ECO 208 Principles of Microeconomics (3 credits) are pre-requisites to complete the Certificate in Financial Markets	

**ENGINEERING/PHYSICS/TECHNOLOGIES****OFFICE:** Cluster D, Room 2087, 516.572.7272**CHAIRPERSON:** Craig Capria, Craig.Capria@ncc.edu**FACULTY:** C. Atwood, D. Balamore, D. J. Ciardullo, F. Frisenda, K. Gallagher, H. Giordano, C. M. Lee, R. Lucian, F. Schoenfeld, N. Simon, N. Shah-Giannaris, C. H. Tsai, T. Tweedy**TECHNICAL ASSISTANTS:** R. Guarino, C. Zebuda**TECHNICIANS:** Z. Durrani, R. Niemeier**COURSES OFFERED:** Civil Engineering Technology (CET), Computer Repair Technology (CRT), Construction Management, Electrical Engineering Technology (ELT), Engineering Science (ENS), General Science Studies (GSS), Multidisciplinary Science (MDS), Physics (PHY), Telecommunications Technology-Verizon option (TNY).**General Science Studies:** These courses are 3-credit lecture and 4-credit lecture/laboratory science classes and may fulfill SUNY GenEd requirements. The ranges of four-credit courses that include a lab component offered in this category are: GSS 103/GSS 104 are the Science of Physics I and II; GSS 106 is the Science of Sound and Music; GSS 108 is the Science of Light and Color; GSS 111/GSS 112 are the Sciences of Our World I and II; and GSS 120, the Science of Modern Electronics.

The three-credit non-lab science courses include GSS 122 the Science of Energy and GSS 126 Forensic Science. All the courses are specifically designed for the student wishing to gain an understanding of scientific ideas, methodologies, and principles that are specific to a relevant area of interest. A more detailed description of these courses can be found in the College catalog or the College Web-site.

**Multidisciplinary Science Courses (MDS)** are 4-credit Laboratory Science classes and have been approved as SUNY GenEd requirements. There are currently two courses in this area. MDS 101, Connecting the Sciences: a Macroscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of the universe, solar system, and Earth. MDS 102: Connecting the Sciences: A Microscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of life through the organization of atoms into living and nonliving structures. Both of these courses emphasize "hands-on" laboratory investigations. A more detailed description of these courses can be found under course descriptions. For further information, contact MDS Coordinator, Professor Nicole Simon, Cluster D, Room 2093, 516.572.7036, Nicole.Simon@ncc.edu.**Physics:** The Physics courses available at NCC are designed to satisfy the requirements for instruction in Physics for students in many disciplines and meet the standards for transfer as "general education" courses within the various SUNY institutions. In addition, these courses are acceptable for transfer credit to most private colleges and universities. The sequences available include calculus and non-calculus based courses suitable to majors in Engineering, the Physical Sciences, Biological Sciences, Allied Health Sciences, Mathematics, and Education (High School Teachers of Physics). These courses may also be suitable for those students who have an interest in Physics and would like to satisfy their laboratory science requirement with courses in the discipline.**Telecommunications courses:** The telecommunication courses at NCC are designed to satisfy the requirements and electives for the Computer Repair Technology program. The courses include basic electronic theory leading up to current and emerging technologies in telecommunications.**The following curricula are offered by this Department:**

Civil Engineering Technology (A.A.S.) - The Civil Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] The curriculum is balanced between liberal arts, mathematics, and civil engineering technology courses. Although many enter industry after graduation, others elect to transfer to Baccalaureate programs in engineering technology. Civil Engineering Technology graduates are guaranteed acceptance as juniors at Fairleigh Dickinson and Rochester Institute of Technology. Others have transferred to Pennsylvania State University, New Jersey Institute of Technology, University of North Carolina at Charlotte, and many other colleges. Civil engineering technicians are employed in all phases of the construction industry: small houses, building construction, highways, industrial plants, water supply, and sewage treatment plants. They work as concrete and steel designers, detailers, AutoCAD draftpersons, surveyors, estimators, construction superintendents, inspectors, and sales engineers. Their employers include architects; contractors; consulting engineers; land surveyors; equipment manufacturers; material suppliers; and federal, state, county, and town departments.

**Computer Repair Technology (A.A.S.)** - The Computer Repair Technology curriculum is designed to provide the knowledge and skills necessary to install, maintain, and repair microcomputer hardware and systems, as well as furnish support services to system users. The program will develop the necessary foundation in electronics and computer programming related to computer systems and networking. It will also focus on computer systems and networking. Principles and skills necessary to operate, troubleshoot, install and repair various types of computer systems and networks will be stressed. Graduates will be able to diagnose system hardware or software failures and perform the remedial actions necessary to correct these problems based on a knowledge of the system's operation. At the completion of the degree, the student will be prepared for the A+ certification exams. The student will also be prepared for various network certification exams (MCSE).

**Electrical Engineering Technology (A.A.S.)** - The Electrical Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). The ELT program is also accredited by the Federal Aviation Association (FAA) and part of the Collegiate Training Initiative (FAA-CTI). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] This curriculum prepares students as electronic technicians to enter such fields as aerospace, communications, digital computer controls, and energy conversion. Within these and related fields they may perform duties as part of a research and development team or a manufacturing, test, or service group. Graduates may continue their education by pursuing studies towards a Bachelor's degree in engineering technology.

**Engineering Science (A.S.)** - Curriculum content and the overall program have been reviewed and endorsed by the New York State Association of Engineering Colleges. As such, qualified graduates transfer as juniors to numerous outstanding accredited engineering colleges in New York State. This list includes transfer to such institutions as Polytechnic Institute, Manhattan College, Rochester Institute of Technology, Cornell University, Columbia University, Clarkson University, Hofstra University, Syracuse University, Union College, New York Institute of Technology, SUNY at Stony Brook, SUNY Maritime, SUNY at Buffalo and SUNY at Binghamton. The program is also accepted with liberal arts transfer credit at out-of-state accredited schools of engineering such as Penn State and the Stevens Institute of Technology.

**Telecommunications Technology-Verizon (A.A.S.)** - The Telecommunication Technology-Verizon program provides an innovative, educational, skills-based program that enables Verizon employees to stay apace with advancing technology, to understand changing marketplace realities, and to enhance customer service skills

through the acquisition of an Associate Degree in Applied Science with a focus on Telecommunications Technology. The result is an empowered, technologically competent, customer-accountable work force that is committed to the value of lifelong learning. This industry specific program is designed to admit current Verizon employees after a formal screening process has been completed. Enrollment is limited to Verizon employees.

**Certificate in Construction Management** is a one-year career oriented program which prepares the student for opportunities in construction contracting and management. The coursework prepares students to enter the field as assistant to the project superintendent or manager, estimator, scheduler, or inspector. Those individuals already in the field will gain skills and knowledge to further their careers at the safety management, site superintendent, and project management levels. The Certificate in Construction Management will also provide graduates of associate degree programs in Architectural or Civil Engineering Technology an opportunity to enhance their education or to focus on management career goals rather than those associated with design. Other professionals in architecture, management, and interior design may enroll in the program to understand the building design and construction process, construction budgets, estimates, and schedules; enhance computer skills in estimating, scheduling, and management software; acquire knowledge of contract documents, building codes, and zoning regulations; understand safety issues; and develop skills in management and dispute resolution.

**Civil Engineering Technology (A.A.S.)**—The Civil Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] The curriculum is balanced between liberal arts, mathematics, and civil engineering technology courses. Although many enter industry after graduation, others elect to transfer to Baccalaureate programs in engineering technology. Civil Engineering Technology graduates are guaranteed acceptance as juniors at Fairleigh Dickinson and Rochester Institute of Technology. Others have transferred to Pennsylvania State University, New Jersey Institute of Technology, University of North Carolina at Charlotte, and many other colleges. Civil engineering technicians are employed in all phases of the construction industry: small houses, building construction, highways, industrial plants, water supply, and sewage treatment plants. They work as concrete and steel designers, detailers, AutoCAD draftpersons, surveyors, estimators, construction superintendents, inspectors, and sales engineers. Their employers include architects; contractors; consulting engineers; land surveyors; equipment manufacturers; material suppliers; and federal, state, county, and town departments.

Course Descriptions: Online or PDF

**Civil Engineering Technology  
A.A.S. Program  
Hegis Code: 5309**

**Total Credits: 67**

First Semester	Credits
CET 101 Residential Construction Methods	2
CET 103 Introductory Civil Engineering Technology	2
CET 150 Blueprint Reading	3
ENS 105 Introduction to CAD	2
ENG 101 Composition I	3
MAT 109 Algebra and Trigonometry	4
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
CET 111 Structural Drawing I	2
CET 201 Construction Estimating	2
CET 218 Statics of Structures	3
CET 231 Elementary Surveying	3
ENG 111 Technical Writing	3
MAT 111 Pre-Calculus	4
<b>Total Semester Credits</b>	<b>17</b>

Summer Session	Credits
Social Science Elective	3
Third Semester	Credits
CET 211 Structural Drawing II	2
CET 219 Mechanics of Materials	3
CET 222 Materials Testing Laboratory	1
CET 232 Route Surveying	3
COM 101 Interpersonal Communications	3
PED Activity Course (s)	1
PHY 101 General Physics I	4
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
CET 223 Structural Steel Design	3
CET 225 Soils and Foundations	3
CET 240 Hydraulics	3
PED Activity Course (s)	1
PHY 102 General Physics II	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>

**Computer Repair Technology (A.A.S.)** - The Computer Repair Technology curriculum is designed to provide the knowledge and skills necessary to install, maintain, and repair microcomputer hardware and systems, as well as furnish support services to system users. The program will develop the necessary foundation in electronics and computer programming related to computer systems and networking. It will also focus on computer systems and networking. Principles and skills necessary to operate, troubleshoot, install and repair various types of computer systems and networks will be stressed. Graduates will be able to diagnose system hardware or software failures and perform the remedial actions necessary to correct these problems based on a knowledge of the system's operation. At the completion of the degree, the student will be prepared for the A+ certification exams. The student will also be prepared for various network certification exams (MCSE).

Course Descriptions: Online or PDF

**Computer Repair Technology  
A.A.S. Program  
Hegis Code: 5105**

**Total Credits: 67-69**

First Semester	Credits
CMP 103 Microcomputer Hardware and Software	4
ENG 101 Composition I	3
Mathematics Elective	4
PED Activity Course (s)	1
TCT 141 Telecommunications Circuits	4
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
COM 101 Interpersonal Communications	3
ITE 213 Data Communications and the Internet	3
Mathematics Elective	3-4
Social Science Elective	3
TCT 144 Digital Electronics for Telecommunications I	4
<b>Total Semester Credits</b>	<b>16-17</b>
Third Semester	Credits
CRT 201 Personal Computer Equipment Servicing I	4
HED 201 Personal and Family Health or HED 251 Human Sexuality	2-3
Laboratory Science (by advisement)	4

Network Elective*	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
CRT 202 Personal Computer Equipment Servicing II	4
Humanities Elective	3
Network Elective*	4
PED Activity Course (s)	1
Technical Electives**	6
<b>Total Semester Credits</b>	<b>18</b>
*Network Electives include: ITE 223 Network Management I, ITE 253 Network Management II, TCT 253 Telecommunications III-LANS, and TCT 254 Telecommunications IV **Technical Electives include CMP, ITE or TCT courses	

**Construction Management (Cert.)**—Certificate in Construction Management is a one-year career oriented program which prepares the student for opportunities in construction contracting and management. The coursework prepares students to enter the field as assistant to the project superintendent or manager, estimator, scheduler, or inspector. Those individuals already in the field will gain skills and knowledge to further their careers at the safety management, site superintendent, and project management levels. The Certificate in Construction Management will also provide graduates of associate degree programs in Architectural or Civil Engineering Technology an opportunity to enhance their education or to focus on management career goals rather than those associated with design. Other professionals in architecture, management, and interior design may enroll in the program to understand the building design and construction process, construction budgets, estimates, and schedules; enhance computer skills in estimating, scheduling, and management software; acquire knowledge of contract documents, building codes, and zoning regulations; understand safety issues; and develop skills in management and dispute resolution.

CET 254 Mechanical and Electrical Equipment for Buildings	3
CET 256 Construction Contracts and Specifications	2
CET 260 Construction Management	3
<b>Total Semester Credits</b>	<b>13</b>

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Construction Management  
Certificate Program  
Hegis Code: 5317**

**Total Credits: 26**

<b>Prerequisites</b>	<b>Credits</b>
CET 101 Residential Construction Methods	2
CET 103 Introductory Civil Engineering Technology	2
ENS 101 Graphics	1
<b>Total Semester Credits</b>	<b>5</b>
<b>First Semester</b>	<b>Credits</b>
CET 111 Structural Drawing I	2
CET 150 Blueprint Reading	3
CET 201 Construction Estimating	2
CET 250 Construction Planning and Scheduling	3
CET 252 Construction Safety	3
<b>Total Semester Credits</b>	<b>13</b>
<b>Second Semester</b>	<b>Credits</b>
CET 107 Codes and Construction	3
CET 211 Structural Drawing II	2

**Electrical Engineering Technology (A.A.S.)** - The Electrical Engineering Technology program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (TAC of ABET). The ELT program is also accredited by the Federal Aviation Association (FAA) and part of the Collegiate Training Initiative (FAA-CTI). [Accreditation Director for Engineering Technology, Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202] This curriculum prepares students as electronic technicians to enter such fields as aerospace, communications, digital computer controls, and energy conversion. Within these and related fields they may perform duties as part of a research and development team or a manufacturing, test, or service group. Graduates may continue their education by pursuing studies towards a Bachelor's degree in engineering technology. Course Descriptions: Online or PDF

**Electrical Engineering Technology**

**A.A.S. Program**

**Hegis Code: 5310**

**Total Credits: 68-70**

First Semester	Credits
ELT 103 Elementary Engineering I	1
ELT 110 Technical Practices	2
ELT 112 Resistive Circuits	4
ENG 101 Composition I	3
Mathematics (by advisement)*	4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
ELT 113 Electronics I	4
ELT 115 Reactive Circuits	4
ELT 214 Digital I	3
Mathematics (by advisement)*	4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>16</b>
Summer	Credits
English Elective***	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>6</b>
Third Semester	Credits
COM 101 Interpersonal Communications	3
ELT 213 Electronics II	4

ELT 215 Digital II	3
ELT 217 Lab in Digital Electronics	1
Technical Elective by advisement**	3-4
<b>Total Semester Credits</b>	<b>14-15</b>
Fourth Semester	Credits
ELT 310 Advanced Topics in Digital Technology	4
ELT 330 Electronic Communication	4
Social Science Elective	3
Technical Electives (by advisement)**	6-7
<b>Total Semester Credits</b>	<b>17-18</b>
<p>*Math and technical electives are selected in consultation with departmental adviser and are based on the student's future needs (entering industry or continuing educational pursuits towards a Bachelor's degree in technology). There must be a minimum of 16 credits in math and sciences. Math selection is based on results of college Math placement exam; minimum requirement is MAT 109 Algebra and Trigonometry and MAT 111 Pre-Calculus.</p>	
<p>**Technical electives and Physics include:            PHY 101 General Physics I,            PHY 102 General Physics II and            ELT 203 Automatic Control Theory II.            ***ENG 111 Technical Writing course is recommended.</p>	

**Engineering Science (A.S.)** - Curriculum content and the overall program have been reviewed and endorsed by the New York State Association of Engineering Colleges. As such, qualified graduates transfer as juniors to numerous outstanding accredited engineering colleges in New York State. This list includes transfer to such institutions as Polytechnic Institute, Manhattan College, Rochester Institute of Technology, Cornell University, Columbia University, Clarkson University, Hofstra University, Syracuse University, Union College, New York Institute of Technology, SUNY at Stony Brook, SUNY Maritime, SUNY at Buffalo and SUNY at Binghamton. The program is also accepted with liberal arts transfer credit at out-of-state accredited schools of engineering such as Penn State and the Stevens Institute of Technology.

Course Descriptions: Online or PDF

**Engineering Science  
A.S. Program  
Hegis Code: 5609  
Total Credits: 70-71**

First Semester	Credits
CHE 151 Inorganic Chemistry I	4
ENG 101 Composition I	3
ENS 101 Graphics *	1
ENS 103 Elementary Engineering I	1
MAT 122 Calculus I	4
NCC 101 The College Experience (by advisement)	1
PHY 122 Mechanics and Hydraulics	4
<b>Total Semester Credits</b>	<b>17-18</b>
Second Semester	Credits
CHE 152 Inorganic Chemistry II	4
ENS 104 Computational Methods Engineering	2
ENS 205 Statics	3
MAT 123 Calculus II	4
PED Activity Course(s)	1
PHY 123 Heat and Sound	4
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
ENG 102 Composition II	3
ENS 206 Dynamics	3
ENS 225 Engineering Circuit Analysis I	4

MAT 225 Multivariable Calculus	4
PHY 222 Electricity and Magnetism	4
<b>Total Semester Credits</b>	<b>18</b>
Fourth Semester	Credits
ECO 208 Principles of Microeconomics	3
Elective ***	3
MAT 234 Elementary Differential Equations	3
PED Activity Course (s)	1
Technical Electives **	6-7
<b>Total Semester Credits</b>	<b>16-17</b>

\*ENS 105 Introduction to CAD available as per departmental approval.

\*\*Engineering Technical Electives are selected based upon the student's intended Engineering major as follows: Electrical Engineering:

ENS 226 Circuit Analysis II,  
PHY 223 Introduction to Modern Physics and Lab Mechanical/Civil:

ENS 207 Mechanics of Materials,  
ENS 230 Engineering Thermodynamics

Engineering Thermodynamics; Chemical Engineering:  
This concentration must be declared before the first semester of attendance and requires a unique pattern with an emphasis on Chemistry.

\*\*\*This course should be taken in summer session to allow for a more complete selection of Engineering electives and a lighter load during the academic year.

**Telecommunications Technology-Verizon (A.A.S.)** - The Telecommunication Technology-Verizon program provides an innovative, educational, skills-based program that enables Verizon employees to stay apace with advancing technology, to understand changing marketplace realities, and to enhance customer service skills through the acquisition of an Associate Degree in Applied Science with a focus on Telecommunications Technology. The result is an empowered, technologically competent, customer-accountable work force that is committed to the value of lifelong learning. This industry specific program is designed to admit current Verizon employees after a formal screening process has been completed. Enrollment is limited to Verizon employees.

Course Descriptions: Online or PDF

**Telecommunications Technology, Verizon Option  
A.A.S. Program  
Hegis Code: 5310  
Total Credits: 60**

First Semester	Credits
CMP 101 Introduction to Computers	3
MAT 116 Engineering Technical Math I	4
<b>Total Semester Credits</b>	<b>7</b>
Second Semester	Credits
CRT 201 Personal Computer Equipment Servicing I	4
ENG 101 Composition I	3
<b>Total Semester Credits</b>	<b>7</b>
Third Semester	Credits
CRT 202 Personal Computer Equipment Servicing II	4
MAT 117 Engineering Technical Math II	4
<b>Total Semester Credits</b>	<b>8</b>
Fourth Semester	Credits
PHY 110 Technical Physics	4
TNY 171 Telecommunications Circuits	4
<b>Total Semester Credits</b>	<b>8</b>
Fifth Semester	Credits
TNY 173 Telecommunications Electronics I	4

TNY 181 Telecommunications I - Voice	4
<b>Total Semester Credits</b>	<b>8</b>
Sixth Semester	Credits
TNY 273 Telecommunications Electronics II	4
TNY 282 Telecommunications II	4
<b>Total Semester Credits</b>	<b>8</b>
Seventh Semester	Credits
ENG 102 Composition II	3
TNY 283 Telecommunications III	4
<b>Total Semester Credits</b>	<b>7</b>
Eighth Semester	Credits
Humanities or Social Science	3
TNY 284 Telecommunications IV	4
<b>Total Semester Credits</b>	<b>7</b>

**OFFICE:** Bradley Hall, Room 13, 516.572.7185

**CHAIRPERSON:** Bruce Urquhart, Bruce.Urquhart@ncc.edu.

**FACULTY:** E. Abele, M. Anzelone, S. Apostolidis, S. Ash, L. Badendyck, K. Ballerini, B. Barnard, F. Boodakian, L. Brett, B. Brown, S. Browne, C. Carrington, G. Chapman, S. Cushman, T. D'Angelo, D. DeManuel, R. DiChiara, J. Dowling, S. Drucker, D. Esposito, M. Estevez, C. Fagan, P. Falk, R. Finneran, B. Fruchter, C. Gebhardt, D. Ginsberg, J. Giordano, J. Gordon, A. Haridopolos, R. Hayman, E. Hegarty, B. Horn, S. Hosey, V. Hromulak, K. Jason, S. Kaebnick, A. King, A. Kupfer, M. Lannon, R. Lazaroff, K. Le Veness, R. Lieber, D. Litvak, Z. Liu, B. Lucas, H. Marcus, J. Marzan, J. Mastrototaro, M. McNair, W. Moeck, R. Nazareth, R. Newman, F. O'Connor, K. Okoampa-Ahoofe, T. Payne, D. Pecan, M. Plotnik, G. Pollio, P. Radecki, C. Rau, J. Rondell, P. Rosa, D. Rosner, M. Rotando, J. Samuels, R. Santos, N. Saxena, A. Schopp, C. Schwertman, R. Shabazz, I. Shaw, J. Silverman, B. Smith, N. Spencer, R. Spinks, M. Steinman, W. Stepp, T. Strode, L. Sullivan, M. Susko, A. Tabachnikov, L. Tucker, P. Venkateswaran, E. Wheeler, T. Wood, J. Woods

**COURSES OFFERED:** English (ENG)

The Department undertakes to improve students' understanding of literature and their ability to write through the study of outstanding works of literature and through formal writing assignments.

Masterpieces of literature are interpreted against social, historical, and aesthetic backgrounds. The Department's ESL class (ENG 030) prepares non-native speakers of English to do the college-level writing required in a wide variety of degree and certificate programs. Students concentrating in English who intend to transfer to a four-year college are advised to take a maximum of 18 hours in English courses at Nassau Community College. A student seeking to transfer to a four-year school should also check the catalog of that institution to ascertain which literature courses should be taken at Nassau Community College. English is a desirable pre-professional program for business and industry, law, federal service, government, publishing, advertising, public relations, marketing, writing, teaching, and other language-related fields. English is also recommended for premedical and other science-related fields. Placement into ENG 001 (College Preparatory English) or ENG 101 (Composition I) is determined by preadmission testing through diagnostic essay. Advancement from ENG 001 to ENG 101 is based upon writing an exit essay, which is graded Satisfactory (S) by Placement Committee readers. In certain cases, a student's portfolio (a collection of instructor-approved, classwork-generated essays) may supersede a failing in-class final essay. Advanced Placement: Upon request, the Chair or Placement Coordinator will meet with students seeking exemption from ENG 101, which will be based on a review of his or her writing.

**The Creative Writing Project:** After successfully completing the English Department's ENG 102 (Composition II) or ENG 109 (The Art of Analysis - Honors) requirement, students may pursue their interest in writing plays and screenplays, fiction, and poetry in creative writing courses: ENG 313 Creative Writing, which includes all these genres, ENG 316 Play and Screen Writing, ENG 317 Fiction Writing, and ENG 318 Poetry Writing. Creative Writing classes are complemented by a program of campus visits by published authors who read and discuss their work with students, public readings/performances by student and faculty writers, and seminars on publishing. The student Creative Writing Club meets in the Creative Writing Resource Room in Bradley Hall 218 to share their writing in an informal setting and produces the student literary magazine.

**Writing Center:** The English Department's Writing Center is open to students of all levels interested in improving their writing in any discipline. Faculty members offer individualized and group instruction in expository and creative writing, research and documentation, as well as grammar and usage. ESL students receive assistance in language development and learning. Tutoring can also take place at a networked computer or online by e-mail. In addition, students are welcome to use the Department's PC lab for word processing and internet research. Weekly appointments and unscheduled drop-in sessions are available. We are also open most weekends when the Weekend College is in session.

**OFFICE:** Building M (Nassau Hall), 3rd floor, 516.572.7414

**CHAIRPERSON:** Vladimir

Konovaliouk, Vladimir.Konovaliouk@ncc.edu.

**FACULTY:** S. Albanese, C. Arias, P. Desroches, R. Feit, M. Mann, S. Trica-Flores.

**TECHNICAL ASSISTANT:** V. Konovaliouk

**COURSES OFFERED:** Arabic (ARA), Chinese (CHI), French (FRE), German (GER), Hebrew (HEB), Italian (ITA), Japanese (JPN), Latin (LAT), Portuguese (POR), Russian (RUS), Spanish (SPA).

Language Center: A well-equipped language laboratory supplements the instructional program.

**Placement Advisory:**

Course Level/High School Foreign Language Background:

For the 101 level is 1-2 yr. H.S., or equivalent, or a beginning student.

For the 102 level is 101 level, 2-3 yrs. H.S., or equivalent.

For the 201 or 202 level is 102 level, 3-4 yrs. H.S., or equivalent.

For the 205-206\* level is a Bilingual Background.

For the 301 - 404 level is 4 or more yrs. H.S. or at discretion of instructor, or successful completion of 202 or 206.

\* **NOTE:** 205 and 206: Can be taken instead of 201 and 202, but not in addition to 201 and 202.

1. Students considered by the instructor to be either under-prepared or too advanced will be expected to change to an appropriate level. For students starting out or already enrolled in a language at NCC, the sequence is 101, 102, 201, 202. After 202 a student may choose from any of the following: 301, 302, 401, 402, 403, 404. The following specialized courses are also offered: FRE 225 (French for Business); ITA 225 (Italian for Business); SPA 110 (Spanish for Hotel Restaurant Personnel); SPA 121 (Spanish for Law Enforcement Personnel); SPA 205 - SPA 206 (Intermediate Spanish for Bilingual Speakers I-II); SPA 225 (Spanish for Business); SPA 251 - SPA 252 (Practical Spanish for Medical Personnel I-II).
2. Students wishing to pursue study at the Baccalaureate level in this subject should see departmental advisors. Contact the Department for further information.

**OFFICE:** Cluster P, Room 218, 516.572.7518

**CHAIRPERSON:** Edward Mack, Edward.Mack@ncc.edu

**FACULTY:** K. Abrams, D. Bacon, L. DellAquila, R. Feigenbaum, S. Kane, D. Karras, A. Maddaluno, N. Malmud, J. Marra, G. Powers, C. Sears, R. Speckmann, R. St.Angelo, M. Toomey, A. Veit Cleveland

**TECHNICAL ASSISTANTS:** S. Mitchell, T. Prohinsie

**PROGRAMS OFFERED:**

Health Studies (A.S.)

**Physical Education Studies (A.S.) COURSES OFFERED:** Health and Physical Education (HED, PED).

The Department offers courses for students who wish to pursue a career in physical education. They are required to complete a minimum of eight activity courses (PED 140 - PED 187) as well as PED 190 (Introduction to Physical Education), and PED 292 (Safety and First Aid). These courses are designed to develop attitudes, appreciation, personal skills, and applied techniques in all types of activities included in the broad physical education program. The Department offers an A.S. Degree in Health Studies. Students who wish to pursue careers in school or community health are required to take PED 291 (Personal Health for Physical Education and Health Majors), HED 293 (Community Health), and other courses by advisement. It is strongly recommended that interested students make an appointment with the health education advisor to ensure proper course selection.

**Special Note to All Students:** Satisfactory completion of one of the following six courses may be required for some programs: HED 200 (Concepts of Healthful Living and Stress Management), HED 201 (Personal and Family Health), HED 231 (Death: Education: A Healthy Perspective), HED 251 (Human Sexuality), HED 271 (Alcoholism, Addictions, and Abusive Behaviors), or HED 293 (Community Health). Further, all full-time day students must complete two semesters of physical education for a total of two credits. See "Physical Education requirement" for more information. In the case of medical limitations or special situations, a student will be permitted to enroll in a special class to fulfill the physical education requirement. Such special cases must be brought to the attention of the Department upon enrollment at the college. Students wishing to pursue study at the baccalaureate level in this subject should see departmental advisors.

Course Descriptions: Online or PDF

**Health Studies**  
**A.S. Program**  
**Hegis Code: 5299**  
**Total Credits: 64-66**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
ENG 101 Composition I	3
HED 200 Concepts of Healthful Living and Stress Management	3
MAT Elective	3-4
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
ENG 102 Composition II	3
Health Elective*	3
Human Service Elective	3
PED Activities	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
Health Elective	3
Humanities Elective	3
Mathematics Elective	3-4
PSY 215 Abnormal Psychology or PSY 241 Social Psychology	3
SOC 225 Sociology of Health Care	3
<b>Total Semester Credits</b>	<b>15-16</b>
Fourth Semester	Credits
COM 101 Interpersonal Communications	3
Electives (Culture and Diversity)	6
Health Elective*	3

HED 293 Community Health	3
PED Activities	1
<b>Total Semester Credits</b>	<b>16</b>
*Recommended Electives: HED 205 Consumer Health Care and Protection HED 231 Death Education: A Health Prospective HED 251 Human Sexuality HED 271 Alcoholism, Addictions and Abusive Behaviors PED 292 Safety and First Aid	

Course Descriptions: Online or PDF

**Physical Education Studies  
A.S. Program  
Hegis Code: 5299  
Total Credits: 66-68**

First Semester	Credits
ENG 101 Composition I	3
Math Elective <sup>1</sup>	3-4
PED Activities/Methods	3
PED 190 Introduction to Physical Education	3
Social Science Elective <sup>2</sup>	3
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
ENG 102 Composition II	3
General Elective	3
Math Elective	3-4
PED Activities/Methods	2
PED 291 Personal Health for Physical Education and Health Majors	3
Social Science Elective <sup>2</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
AHS 131 Anatomy and Physiology I	4
BUS 110 Introduction to Business	3
General Elective	3
HED 251 Human Sexuality	3
Humanities Elective <sup>3</sup>	3
PED Activities/Methods	1
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
AHS 132 Anatomy and Physiology II	4
CMP Elective	3
General Elective	3

Humanities Elective <sup>3</sup>	3
PED Activities/Methods	1
PED 292 Safety and First Aid	3
<b>Total Semester Credits</b>	<b>17</b>
1 Recommend MAT 102 (Introduction to Statistics) 2 Recommend for Teacher Education PSY 203 (General Psychology I) / EDU 208 (Foundations of Education) 3 Recommend Foreign Language for Teacher Ed.	

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**CHAIRPERSON:** Phillip Y. Nicholson, Philip.Nicholson@ncc.edu

**FACULTY:** M. Alonso, M. Anderson, E. Boyden, A. Bruce, P. Caro, R. Cunsolo, R. Genter, M. James, S. Maurer, C. Poullos, S. Sapiie, S. Segalla, F. Siminoff, J. Vessels.

**COURSES OFFERED:** History (HIS), Interdisciplinary (IGS), Political Science (POL), Geography (GEO).

In the area of history, the Department offers basic courses in Western civilization and non-Western civilizations; in the field of political science, the Department offers courses in national, international, state, and local governments. A selective program of electives is also provided in history, geography, and political science designed to meet the varied needs of both the general student and the student who wishes to pursue those studies. Computer-assisted instruction is available in selected history courses. Students who wish to pursue history are advised to incorporate into their program a maximum of 18 history credits, including History of Western Civilization I-II (HIS 101 - HIS 102) and History of the U.S. I-II (HIS 103 - HIS 104). It is also recommended they take at least 3 credits in political science. Students who wish to pursue political science must take a minimum of 12 credits in political science in addition to HIS 101 - HIS 102 or HIS 103 - HIS 104. Students wishing to study geography should take GEO 101 (Introduction to Geography) plus available electives (GEO 103, GEO 201). History, economics, anthropology, geology, and environmental science courses are recommended as supplements. Students wishing to pursue study at the baccalaureate level in these subjects should see departmental advisors.

**OFFICE:** Building K, Room 14, 516.572.7344

**CHAIRPERSON:** Anne Cubeta, Anne.Cubeta@ncc.edu

**FACULTY:** C. Argento, L. Boire, A. Bruno, T. Field, S. Keneally, E. Schafler

**TECHNICAL ASSISTANT:** S. Bynum, R. Madura

**COURSES OFFERED:** Hospitality Business (HTL), Nutrition (NTR)

These professionally oriented programs offer students the opportunity to specialize in coursework related to the hospitality industry, and culminate in the A.A.S. and A.S. degrees and certificates. Students are prepared for professional and middle management positions in various areas of the industries. Hotel students may anticipate employment positions in various operations such as: guest service representation, hotel front desk, housekeeping, and auditing. Restaurant Management students find employment as food and beverage managers, food service directors, and banquet and catering managers.

An A.S. degree in Food and Nutrition prepares students for careers in Nutrition Education and Dietetics. Specialized courses provide students with a wide range of knowledge in the industry. Students are exposed to current culinary laboratory and food production methods. In addition, on-the-job training is provided through a cooperative work experience program conducted with local industry professionals. A fully equipped laboratory features all the facilities necessary for students to prepare and serve meals. Computer Labs are used to assist the students in teaching the Hotel Front Office course, the Food and Beverage Operations course and the Food and Beverage Merchandising course. A state of the art dietary analysis program prepares students for healthcare facilities.

A course of study is available for certification in Dietary Management and Food Service Technology. Unique work study and course opportunities in Europe and Walt Disney World are offered. Students are required to work at special food and beverage functions offered to the college community as part of their coursework.

The A.S. degree in Food and Nutrition is designed for students wishing to transfer to a four-year program in Nutrition with the goal of becoming a Registered Dietitian. The program provides the foundation courses, science courses and Food Service Management courses required by the Academic of Nutrition and Dietetics (AND) for four-year programs in Dietetics, enabling students to transfer to these institutions with ease.

The Dietary Management one-year certificate program is for those students desiring certification as a Dietary Manager. The program is fully accredited by the Association of Nutrition and Food service Professionals and will combine our current course offerings with a Registered Dietitian supervised field experience. Graduates are eligible for membership in the Dietary Managers Association (DMA) and will be qualified to sit for the national credentialing exam to become a Certified Dietary Manager (CDM). The coursework will also allow the students to earn 30 college credits towards an A.A.S. degree in Food Service Management.

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

Dietary Management Certificate

Food and Nutrition (A.S.)

Food Service Administration, Restaurant Management (A.A.S.)

Food Service Technology Certificate

Hotel Technology Administration (A.A.S.)

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Dietary Management  
Certificate Program  
Hegis Code: 5404**

**Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
HTL 171 Food and Beverage Operations	3
HTL 174 Fundamentals of Food Production	3
HTL 162 Hospitality Human Resources	3
NTR 158 Social and Cultural Aspects of Food	3
NTR 183 Dietary Management	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
NTR 195 Nutrition Through the Life Cycle	3
HTL 172 Food Services Cost Analysis	3
HTL 165 Facilities Planning and Design	3
HTL 175 Food and Beverage Merchandising	3
NTR 184 Dietary Management Field Experience	3
<b>Total Semester Credits</b>	<b>15</b>

Course Descriptions: Online or PDF

**Food and Nutrition**  
**A.S. Degree**  
**Hegis Code: 5404**  
**Total Credits: 65-69**

First Semester	Credits
AHS 131 Anatomy and Physiology I	4
ENG 101 Composition I	3
HTL 174 Fundamentals of Food Production	3
Math Elective*	3-4
PED Activity Elective (s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17-18</b>
Second Semester	Credits
AHS 132 Anatomy and Physiology II	4
ENG 102 Composition II	3
HTL 171 Food and Beverage Operations I	3
NTR 192 Principles of Food Science	3
PED Activity Elective (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CHE 131 General Chemistry I	4
HED Health Elective	2-3
Humanities Elective*	3
NTR 158 Social and Cultural Aspects of Food	3
NTR 195 Nutrition Through the Life Cycle	3
<b>Total Semester Credits</b>	<b>15-16</b>
Fourth Semester	Credits
CHE 132 General Chemistry II or other Laboratory Science*	4
HTL 172 Food Services Cost Analysis	3

Humanities Elective*	3
Mathematics Elective*	3-4
Science Elective*	3-4
<b>Total Semester Credits</b>	<b>16-18</b>
*Selections to be made according to future transfer goals.	

Course Descriptions: Online or PDF

**Food Service Administration, Restaurant Management  
A.A.S. Program  
Hegis Code: 5010  
Total Credits: 68-69**

<b>First Semester</b>	<b>Credits</b>
HTL 161 Hospitality Management	3
HTL 171 Food and Beverage Operations	3
HTL 175 Food and Beverage Merchandising	3
ENG 101 Composition I	3
MKT 101 Business Math	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 162 Hospitality Human Resources	3
HTL 165 Facilities Planning and Design	3
HTL 172 Food Services Cost Analysis	3
HTL 174 Fundamentals of Food Production	3
Mathematics Elective	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
<b>Summer Session</b>	<b>Credits</b>
HTL 242 Hospitality Internship or	
HTL 600 Cooperative Partnership with Industry	3
<b>Third Semester</b>	<b>Credits</b>
HTL 176 Advanced Food Production Techniques	3
HTL 178 Event Planning	3
ACC 101 Principles of Accounting I	3
COM 101 Interpersonal Communications	3

HED Health Elective	2-3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
<b>Fourth Semester</b>	<b>Credits</b>
HTL Elective*	3
HTL 205 Food and Beverage Operations Research Seminar	3
Humanities Elective	3
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
*Choose from HTL 150 (Introduction to Tourism), HTL 155 (International Hospitality Industry), HTL 174 (Fundamentals of Food Production), HTL 180 (Front Office Management), HTL 190 (International Wines and Beverages), or MKT 100 (Marketing), or NTR 158 (Social and Cultural Aspects of Foods), NTR 195 (Nutrition Through the Life Cycle) or NTR 183 (Dietary Mgmt).	

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Food Service Technology  
Certificate Program  
Hegis Code: 5010  
Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
HTL 161 Hospitality Management	3
HTL 165 Facilities Planning and Design	3
HTL 171 Food and Beverage Operations	3
HTL 174 Fundamentals of Food Production	3
HTL 175 Food and Beverage Merchandising	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
HTL 162 Hospitality Human Resources	3
HTL 172 Food Services Cost Analysis	3
HTL 176 Advance Food Preparation Technique	3
HTL 205 Food and Beverage Operations Research Seminar	3
Minimum 15 credits including Field Training	
HTL 242 Hospitality Internship – Summer Session I and II (350 hours) May be completed in Fall Semester with Professor's permission	3
<b>Total Semester Credits</b>	<b>15</b>
<p>These courses are identical to those currently offered in the Restaurant Management Degree Program in Hotel/Restaurant. Credit for them would apply toward the degree should the student elect to continue into the second year and matriculate for the degree.</p>	

Course Descriptions: Online or PDF

**Hotel Technology Administration**  
**A.A.S. Program**  
**Hegis Code: 5010**  
**Total Credits: 68-69**

First Semester	Credits
ENG 101 Composition I	3
HTL 161 Hospitality Management	3
HTL 171 Food and Beverage Operations	3
HTL 175 Food and Beverage Merchandising	3
MKT 101 Business Mathematics	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
HTL 162 Hospitality Human Resources	3
HTL 165 Facilities Planning and Design	3
HTL 172 Food Services Cost Analysis	3
HTL 174 Fundamentals of Food Production	3
Mathematics Elective (MAT 101 or MAT 102)	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Summer Session	Credits
HTL 242 Hospitality Internship or HTL 600 Cooperative Partnership with Industry	3
Third Semester	Credits
ACC 101 Principles of Accounting I	3
COM 101 Interpersonal Communications	3
HED Health Elective	2-3
HTL 178 Event Planning	3

HTL 180 Front Office Management	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
HTL Elective*	3
HTL 200 Hotel Operations Research Seminar	3
Humanities Elective	3
Laboratory Science Elective	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
*Choose from: HTL 150 Introduction to Tourism, HTL 155 International Hospitality Industry, HTL 190 International Wines and Beverages, MKT 100 Marketing, or MKT 103 Principles of Sales.	

**The Human Rights Project (HRS)** promotes an understanding of worldwide genocide and human rights oppression and activism through academic coursework and co-curricular events open to the college and community at large. For further information, contact Professor Florence Boodakian, Bradley Hall, room 227, 516.572.8101, Florence.DeeBoodakian@ncc.edu.

**The Jewish Studies Project (JWS)** provides students with an introduction to the world of Judaism beyond the limited images presented by mainstream media. JWS 101 presents the fascinating multicultural, multiracial diversity of the world Jewish experience through readings, discussions, field trips, films, and guest speakers from various academic and artistic disciplines. JWS 101 transfers to four-year colleges; students from all backgrounds and fields are welcome to enroll. Related courses are Literature of the Holocaust, Department of English, and Hebrew, Department of Foreign Languages. The Jewish Studies Project also sponsors events and presentations open to the campus and outside communities. For further information, contact the Jewish Studies Project Coordinator, Professor Barry Fruchter, Bradley Hall, room 203-B, 516.572.7188, Barry.Fruchter@ncc.edu.

**The Latin American Studies (LAS) Project** promotes knowledge and an understanding of Latin American and US-Latino peoples, cultures, history, languages, literature, politics, economics, and relations with the US and other countries. The Project supports related courses in various departments, including History, English, and Foreign Languages, and offers two interdisciplinary courses: LAS 101 Introduction to Latin American Studies and LAS 105 Introduction to Latino/a Studies in the US. These courses help students explore this field of study and provide a useful background for different careers. For more information and/or advisement, contact Dr. Ines Shaw, Bradley Hall, room 228, 516.572.7840, Ines.Shaw@ncc.edu.

**Multidisciplinary Courses (MDC)** are designed to make connections between ideas in different disciplines, especially in the sciences and humanities. In the contemporary world it is important to see that events, discoveries, and social policies, as well as the creative arts, are motivated by some of the same ideas, and that they constantly influence one another. The world is a multidisciplinary place, and learning should follow suit. The five courses offered are open to all students in any field, especially those who intend to move on to a four-year school or compete for meaningful employment in a complex world. MDC 102 and MDC 130 may be taken for General Elective credit. There are no prerequisites and they also may be taken in any order. For further information, contact MDC Program Coordinator, Professor William Moeck, Bradley Hall, Room 213, 516.572.9810, William.Moeck@ncc.edu.

**Multidisciplinary Science Courses (MDS)** are 4-credit Laboratory Science classes and have been approved as SUNY GenEd requirements. There are currently two courses in this area. MDS 101, Connecting the Sciences: a Macroscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of the universe, solar system, and Earth. MDS 102: Connecting the Sciences: A Microscopic Approach examines scientific ideas, methodology, and principles by studying the evolution of life through the organization of atoms into living and nonliving structures. Both of these courses emphasize "hands-on" laboratory investigations. A more detailed description of these courses can be found under course descriptions. For further information, contact MDS Coordinator, Professor Frank Frisenda, Cluster D, Room 2086, 516.572.3556, Frank.Frisenda@ncc.edu.

**Women's Studies (WST)** a multidisciplinary project emphasizing diversity, serves hundreds of students each academic year. Sponsoring departments include Art, Communications, Economics, English, History, Health/PED, Library, and Sociology. Every term we offer several sections of Introduction to Women's Studies (WST 101), a course that examines women's roles cross-culturally in the family, workplace, community, professions, and popular culture. A second course, Women's Issues in Global Context (WST 201), looks at labor, reproductive rights, education, sexual identity, and grassroots activism in targeted areas around the world. In addition, the Project recommends a variety of related courses in Communications, English, History, and Sociology. For further information, contact WST Program Coordinator, Professor Joylette Samuels, Bradley Hall, room 222, 516.572.7957, Joylette.Samuels@ncc.edu.

**OFFICE:** Cluster A, Room 3015, 516.572.7626

**CHAIRPERSON:** Joan Alexander, Joan.Alexander@ncc.edu.

**FACULTY:** J. Caruso, S. Feder, M. Fleming, D. Holzmman, E. Salvi, P. Sherman.

**PARALEGAL PROGRAM DIRECTOR:** Adrienne Motel, Adrienne.Motel@ncc.edu

**ASSISTANT DIRECTOR AND DIRECTOR OF WEEKEND**

**PROGRAM:** Ann Harrison.

**COURSES OFFERED:** Sports Law, Business Law, Paralegal Studies, The Nature and Functions of Law and Introduction to Current Law.

**Departmental Requirements and Guidelines for Paralegal Students:**

The Legal Studies Department is strongly committed to the concept of legal education within the framework of practical paralegal skills. The following guidelines have been established:

1. A minimum grade of "C" is required in each law class in the Paralegal curriculum.
2. Professional attitude, regular class attendance, punctuality and appropriate professional demeanor are required of Paralegal students. These criteria have been established in order to uphold the standards of the paralegal profession and legal community, as a whole. Interested students wishing to obtain further information, and a copy of the Departmental Requirements and Guidelines, may contact the Paralegal Program at 516.572.7774.

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

**Paralegal (A.A.S.)** - The paralegal program, approved by the American Bar Association, is designed to give the graduate a broad understanding of the law, practical skills, and experience in a legal setting. Employment opportunities for paralegals exist in law offices, banks, insurance companies, private industry, title companies, and government. The paralegal works under the supervision of an attorney and can assist in all phases of practice except giving legal advice, appearing in court, and setting fees. Students should consult with the Department regarding opportunities available for transfer of credit.

**Paralegal Studies (Cert.)** - The American Bar Association approved Certificate program in Paralegal Studies is designed to meet the needs of the college graduate seeking a career as a paralegal. In order to be eligible for admission, a student must have either an Associate or Baccalaureate degree. Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association.

**Paralegal (A.A.S.)** - The paralegal program, approved by the American Bar Association, is designed to give the graduate a broad understanding of the law, practical skills, and experience in a legal setting. Employment opportunities for paralegals exist in law offices, banks, insurance companies, private industry, title companies, and government. The paralegal works under the supervision of an attorney and can assist in all phases of practice except giving legal advice, appearing in court, and setting fees. Students should consult with the Department regarding opportunities available for transfer of credit.

Course Descriptions: Online or PDF

**Paralegal  
A.A.S. Program  
Hegis Code: 5099  
Total Credits: 65-67**

Students who have an Associate or Baccalaureate degree should see information about the Paralegal Studies Certificate Program in this catalog. Because of the complexity of the program, students must be advised by the Paralegal Department. A minimum grade of "C" is required in all LAW courses.

First Semester	Credits
ACC 101 Accounting I	3
ENG 101 Composition I	3
LAW 103 Business Law I	3
LAW 300 Introduction to Law and the Legal System	3
Math Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ENG 102 Composition II	3
Laboratory Science Elective	4
LAW 104 Business Law II	3
LAW 305 Legal Research and Writing*	3
LAW 309 Law Office Management	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
LAW 301 Litigation	3
LAW 304 Real Property	3
Paralegal Elective**	6
Social Science Elective	3

HED Health Elective	2-3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
LAW 306 Practicum or Paralegal Elective	3
Paralegal Electives** (Select two courses)	6
Social Science Elective	3
Humanities Elective	3
<b>Total Semester Credits</b>	<b>15</b>

\*LAW 305 Legal Research and Writing is a required paralegal course and is a prerequisite for most Paralegal specialty courses.  
 \*\*Paralegal Electives:  
 LAW 302 Partnerships and Corporations,  
 LAW 303 Estates and Administration,  
 LAW 307 Torts and Personal Injury Law,  
 LAW 308 Family Law,  
 LAW 310 Bankruptcy/Debtor and Creditor Law,  
 LAW 311 Legal Writing and Analysis,  
 LAW 312 Elder Law.

**Paralegal Studies (Cert.)** - The American Bar Association approved Certificate program in Paralegal Studies is designed to meet the needs of the college graduate seeking a career as a paralegal. In order to be eligible for admission, a student must have either an Associate or Baccalaureate degree. Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association.

LAW 311 Legal Writing and Analysis	
LAW 312 Elder Care	
Optional - LAW 306 Practicum	3

A student must have either an Associate or baccalaureate degree to be eligible for admission to the Certificate program.

Students with an Associate degree must meet the minimum general education requirements set by the American Bar Association. All other students should request information about the A.A.S. degree program. This curriculum is the recommended sequence for fulltime day students. It can be completed in one and a half semesters of full time study.

The sequence can be modified for evening and part-time students. Because of the complexity of the program, all advisement must be obtained from the Paralegal Program Department. A minimum grade of "C" is required in all Law courses.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Paralegal Studies  
Certificate Program  
Hegis Code: 5099  
Total Credits: 21**

<b>First Semester - Full Semester</b>	<b>Credits</b>
LAW 300 Introduction to Law and the Legal System	3
LAW 301 Litigation	3
LAW 304 Real Property	3
LAW 305 Legal Research and Writing	3
LAW 309 Law Office Management	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester - Half Semester</b>	<b>Credits</b>
Paralegal Electives (6 credits selected from the following 3 credit courses)	
LAW 302 Partnerships and Corporations	
LAW 303 Estates and Administration	
LAW 307 Torts and Personal Injury Law	
LAW 308 Family Law	
LAW 310 Bankruptcy/Debtor and Creditor Law	

**OFFICE:** Library, 516.572.7400

**CHAIRPERSON:** Nancy Williamson, Nancy.Williamson@ncc.edu.

**FACULTY:** C. Butler, D. Crugnola, J. Day, L. Errico, K. Frazier, L. Gorman, R. Humes, C. Owusu, S. Russin, D. Seidl, M. Spiegelman, B. Wise.

**TECHNOLOGISTS:** R. Delbango, S. Emin, R. Erben.

**COURSES OFFERED:** Library 100, Library 101.

**Fashion Buying and Merchandising**

**OFFICE:** Cluster B, Room 2037, 516.572.7588

**CHAIRPERSON:** Pat Lupino, Pat.Lupino@ncc.edu.

**FACULTY:** G. Arend, R. Battle, S. Beganskas, N. Bloom, A. Bruno, R. Casciola, J. de la Lastra, D. Hope, T. Lowenstein, J. Mandel, M. McNamara, H. O'Connell, J. Pescatore, J. Reihing, S. Rose, T. Sands, R. Scarpelli, S. Wolfe.

**TECHNICAL ASSISTANTS:** D. Rosenthal, D. Velez

**COURSES OFFERED:** Fashion Buying and Merchandising (FBM), Fashion Design (FSD), Marketing (MKT), Retail Business Management (RET), Interior Design (INT)

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

**Marketing (A.A.S.)** – This degree is designed to satisfy the requirements of marketing and management organizations that seek competent personnel for positions of responsibility in business. Graduates of this program are trained for employment as entry level marketing and management trainees. The Associate in Applied Science (A.A.S.) degree is a base for a business career upon graduation or continued education at a four-year institution.

**Retailing Business Management (A.A.S.)** – Students in retail business management are prepared for merchandising and management careers in such retail enterprises as department and specialty stores, resident buying offices, chain organizations, and small businesses. The program includes an on-the-job work assignment in community department stores and other firms. This practical experience prepares graduates for initial positions as entry-level executives in the areas of buying, merchandising, and store operations. The Associate in Applied Science (A.A.S.) degree is a base for a business career upon graduation or continued education at a four-year institution.

**Fashion Buying and Merchandising (A.A.S.)** – Students have the opportunity to specialize in a concentration of applied fashion merchandising courses. Specialized courses include: Fashion Advertising and Promotion, Introduction to Menswear, Fashion Apparel, Introduction to Import Buying, Fashion and Home Accessories, Fashion Coordination and Publicity, and Interior Design. As part of the program, students will study textiles, visual merchandising, retailing, and retail buying. Students will also have the opportunity to participate in a Cooperative Work Experience Program gaining valuable on-the-job experience. The degree prepares students for positions in resident buying offices, fashion manufacturers, designers' showrooms, retail stores, fashion publications, and other firms associated with the fashion industry.

**Fashion Design (A.A.S.)** – Qualified students have the opportunity to complete the Associate in Applied Science (A.A.S.) degree in the field of fashion design. Draping, sketching, patternmaking, and garment construction will be taught using techniques and equipment employed in industry. Students will develop the skills necessary to translate their original sketches into finished garments. In addition to their coursework, students are encouraged to participate in industry-sponsored and community events. During the Spring semester, a fashion show is produced showcasing the fourth semester students' projects. Students will participate in an internship program in a design firm studio. The academic and practical experiences attained in this program provide a basis for employment as a designer, assistant designer, stylist, or patternmaker. Graduates may transfer to a four-year college to pursue a Bachelor of Fine Arts or Bachelor of Science degree. Because of the creative and technical nature of this area of study, applicants are asked to submit a portfolio of their artwork. Guidelines for this informal portfolio interview will be sent to students in a letter requesting they schedule an appointment for portfolio review.

**Interior Design/Home Furnishing (A.A.S.)** – This program is designed to prepare students for immediate job placement in the interior design and decorating fields as design assistants, stylists, showroom representatives, design sales associates, Computer Aided Design (CAD) assistants, assistant colorists, or trainees for design publications. The program consists of a liberal arts component and technical courses developed in accordance with current industry standards. Students are provided with the required skills to work and grow in the field. The liberal arts background aids in the pursuit of a four-year degree. This program consists of technical courses developed in accordance with industry standards.

**Interior Design/Home Furnishing (Certificate)** – This certificate program is designed to prepare students for immediate job placement in the interior design and decorating fields as design assistants, stylists, showroom representatives, design sales associates, assistant colorists, or retail home furnishing and decorating sales positions. Technical courses are developed in accordance with current industry standards.

**Business-Fashion Buying & Merchandising (A.A.S.)**—Students have the opportunity to specialize in a concentration of applied fashion merchandising courses. Specialized courses include: Fashion Advertising and Promotion, Introduction to Menswear, Fashion Apparel, Introduction to Import Buying, Fashion and Home Accessories, Fashion Coordination and Publicity, and Interior Design. As part of the program, students will study textiles, visual merchandising, retailing, and retail buying. Students will also have the opportunity to participate in a Cooperative Work Experience Program gaining valuable on-the-job experience. The degree prepares students for positions in resident buying offices, fashion manufacturers, designers’ showrooms, retail stores, fashion publications, and other firms associated with the fashion industry.

Course Descriptions: Online or PDF

**Business-Fashion Buying & Merchandising  
A.A.S. Program  
Hegis Code: 5004**

**Total Credits: 71-73**

First Semester	Credits
ENG 101 Composition I	3
FBM 120 Introduction to the Fashion Industry	3
MKT 100 Introduction to Marketing	3
PED Activity Course (s)	1
RET 107 Principles of Retailing	3
Social Science Elective *	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
Fashion Area Electives (Choose two)**	6-7
MKT 103 Principles of Sales	3
PED Activity Course (s)	1
RET 115 Textiles	3
RET 119 Retail Buying	3
<b>Total Semester Credits</b>	<b>16-17</b>
Summer and/or Fifth Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II	3
HED Health Elective	2-3
Mathematics Elective	3
<b>Total Semester Credits</b>	<b>8-9</b>

Third Semester	Credits
Business Area Elective ***	3
FBM 130 Fashion and Home Accessories	3
FBM 160 Seminar in Contemporary Fashion Buying and Merchandising	3
Laboratory Science Elective	4
RET 111 Retail Merchandising or MKT 101 Business Mathematics (as advised)	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester****	Credits
FBM 110 Fashion Advertising and Promotion	3
FBM 142 Fashion Buying and Merchandising Field Training	3
Humanities Elective (as advised)	3
RET 109 Visual Merchandising	3
Social Science Elective (as advised)*	3
<b>Total Semester Credits</b>	<b>15</b>
* Social Science Electives include: PSY, SOC, HIS, and ECO. Day students should not elect ECO in the first semester. ** Fashion Area Electives include: FBM 121 Introduction to Menswear, FBM 125 Introduction to Import Buying, FBM 140 Introduction to Interior Design or INT 101 Interior Design Studio I, FBM 150 Fashion Coordination and Publicity, FSD 120 Garment Construction, FSD 121 Fashion History, INT 102 History of Furnishings and Design, and INT 104 Color for Home Furnishings and Design. *** Business Area Electives include: MKT, RET, FBM, FSD, INT, BUS, CMP, OFT, LAW. **** Day students take these courses for one-half of the semester and are on cooperative training during the remaining half of the semester. Hours per week during school attendance are, therefore, doubled.	

**Design (Fashion) Apparel Design (A.A.S.)** – Qualified students have the opportunity to complete the Associate in Applied Science (A.A.S.) degree in the field of fashion design. Draping, sketching, patternmaking, and garment construction will be taught using techniques and equipment employed in industry. Students will develop the skills necessary to translate their original sketches into finished garments. In addition to their coursework, students are encouraged to participate in industry-sponsored and community events. During the Spring semester, a fashion show is produced showcasing the fourth semester students' projects. Students will participate in an internship program in a design firm studio. The academic and practical experiences attained in this program provide a basis for employment as a designer, assistant designer, stylist, or patternmaker. Graduates may transfer to a four-year college to pursue a Bachelor of Fine Arts or Bachelor of Science degree. Because of the creative and technical nature of this area of study, applicants are asked to submit a portfolio of their artwork. Guidelines for this informal portfolio interview will be sent to students in a letter requesting they schedule an appointment for portfolio review.

Course Descriptions: Online or PDF

**Design (Fashion) Apparel Design  
A.A.S. Program  
Hegis Code: 5012**

**Total Credits: 70-72**

First Semester	Credits
ART 135 Design Fundamentals	3
ENG 101 Composition I	3
FSD 101 Draping and Design I *	4
FSD 120 Garment Construction **	3
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ART 136 Fashion Art Techniques I	3
FSD 102 Draping and Design II ***	4
FSD 110 Flat Pattern Design I **	2
FSD 121 Fashion History	3
HED Health Elective	2-3
RET 115 Textiles	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits

ART 235 Fashion Art Techniques II	3
FSD 103 Draping and Design III ***	4
FSD 111 Flat Pattern Design II ***	2
Laboratory Science Elective	4
PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
ART 236 Fashion Art Techniques III	3
COM 101 Interpersonal Communications or ENG 102 Composition II	3
FSD 104 Design Studio ***	4
FSD 122 Fashion Design Business Practices	3
Mathematics Elective	3-4
<b>Total Semester Credits</b>	<b>16-17</b>
Summer	Credits
FSD 142 Field Training ****	3
*Prerequisite or co-requisite and permission of instructor. **Permission of instructor. ***Prerequisite. ****Prerequisites and permission of instructor.	

**Design: Interior Design-Home Furnishings (A.A.S.)**—This program is designed to prepare students for immediate job placement in the interior design and decorating fields as design assistants, stylists, showroom representatives, design sales associates, Computer Aided Design (CAD) assistants, assistant colorists, and trainees for design publications. The program consists of a liberal arts component and technical courses developed in accordance with current industry standards. Students are provided with the required skills to work and grow in the field. The liberal arts background aids in the pursuit of a four-year degree. This program consists of technical courses developed in accordance with industry standards.

Course Descriptions: Online or PDF

**Design: Interior Design-Home Furnishings  
A.A.S. Program  
Hegis Code: 5012**

**Total Credits: 68-70**

First Semester	Credits
ART 111 Drawing I	3
ENS 101 Graphics	1
ENG 101 Composition I	3
INT 101 Interior Design Studio I	3
INT 104 Color for Home Furnishings and Design	3
INT 203 Presentation Techniques for Interior Designer	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
INT 102 History of Furnishing and Design	3
INT 105 Resources and Materials	3
INT 201 Interior Design Studio II	3
Mathematics Elective	3-4
PED Activity Course(s)	1
Social Sciences Elective	3
<b>Total Semester Credits</b>	<b>16-17</b>
Third Semester	Credits
ENS 105 Introduction to CAD	2
HED Health Elective	2-3

INT 103 Trends in Furniture and Lighting Design	3
INT 301 Interior Design Studio III	3
Laboratory Science Elective	4
Social Sciences Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
CET 107 Codes and Construction	3
COM 101 Interpersonal Communication or ENG 102 Composition II	3
Humanities Elective	3
INT 107 Professional Practices and Business Techniques	3
INT 142 Field Training	3
INT 401 Interior Design Studio IV	3
<b>Total Semester Credits</b>	<b>18</b>

**Interior Design-Home Furnishings (Cert.)**—This certificate program is designed to prepare students for immediate job placement in the interior design and decorating fields as design assistants, stylists, showroom representatives, design sales associates, assistant colorists or retail home furnishing and decorating sales positions. Technical courses are developed in accordance with current industry standards.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Interior Design-Home Furnishings**

**Certificate Program**

**Hegis Code: 5012**

**Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
ART 111 Drawing I	3
ENS 101 Graphics	1
INT 101 Interior Design Studio I	3
INT 102 History of Furnishings and Design	3
INT 104 Color for Home Furnishings and Design	3
RET 115 Textiles	3
<b>Total Semester Credits</b>	<b>16</b>
<b>Second Semester</b>	<b>Credits</b>
CET 107 Codes and Construction	3
ENS 105 Introduction to CAD	2
INT 103 Trends in Furniture and Lighting Design	3
INT 105 Resources and Materials	3
INT 201 Design Studio II	3
<b>Total Semester Credits</b>	<b>14</b>

**Business-Marketing (A.A.S.)**—This degree is designed to satisfy the requirements of marketing and management organizations that seek competent personnel for positions of responsibility in business. Graduates of this program are trained for employment as entry level marketing and management trainees. The Associate in Applied Science (A.A.S.) degree is a base for a business career upon graduation or continued education at a four-year institution.

Course Descriptions: Online or PDF

**Business-Marketing  
A.A.S. Program  
Hegis Code: 5004**

**Total Credits: 68-69**

First Semester	Credits
ENG 101 Composition I	3
LAW 103 Business Law I	3
MKT 100 Introduction to Marketing	3
MKT 101 Business Mathematics or ACC 101 Accounting I	3
MKT 103 Principles of Sales	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
COM 101 Interpersonal Communications or ENG 102 Composition II	3
HED Health Elective	2-3
Marketing Elective*	3
MKT 106 Principles of Advertising	3
MAT 102 Introduction to Statistics	3
RET 107 Principles of Retailing or MKT 112 Small Business Marketing	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
Business Administration Elective	3
Laboratory Science Elective	4
Marketing Elective *	3
MKT 130 Marketing Research	3

PED Activity Course (s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
Business Area Electives **	6
CMP 115 Computers in Business	3
Humanities Elective	3
MKT 136 Marketing Management	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>18</b>
*Selection may be made from: MKT 108 Direct Response Marketing, MKT 112 Small Business Marketing, MKT 134 Sales Management, MKT 138 Public Relations, MKT 142 Field Training, MKT 145 Consumer Motivation and Buyer Behavior, MKT 155 Introduction to International Marketing. **Selection may be made from Accounting, Law, Business Administration, Office Technology, Marketing, Retailing, Fashion Buying and Merchandising, CMP courses, Economics, Hotel or Restaurant Technology.	

**Business-Retail Business Management (A.A.S.)**—Students in retail business management are prepared for merchandising and management careers in such retail enterprises as department and specialty stores, resident buying offices, chain organizations, and small businesses. The program includes an on-the-job work assignment in community department stores and other firms. This practical experience prepares graduates for initial positions as entry-level executives in the areas of buying, merchandising, and store operations. The Associate in Applied Science (A.A.S.) degree is a base for a business career upon graduation or continued education at a four-year institution.

Course Descriptions: Online or PDF

**Business-Retail Business Management**

**A.A.S. Program**

**Hegis Code: 5004**

**Total Credits: 66-67**

First Semester	Credits
ENG 101 Composition I	3
MKT 100 Introduction to Marketing	3
MKT 103 Principles of Sales	3
NCC 101 Freshman Seminar: The College Experience <sup>1</sup>	1
RET 107 Principles of Retailing	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
CMP 115 Computers in Business	3
COM 101 Interpersonal Communications or ENG 102 Composition II	3
MKT 101 Business Mathematics or RET 111 Retail Merchandising (as advised)	3
MKT 145 Consumer Motivation and Buyer Behavior	3
MKT 160 Customer Service	3
PED Activity Course (s) <sup>2</sup>	1
<b>Total Semester Credits</b>	<b>16</b>
Summer Session	Credits
Mathematics Elective	3
Third Semester	Credits

Business Elective <sup>4</sup>	3
Humanities Elective	3
PED Activity Course (s) <sup>2</sup>	1
RET 109 Visual Merchandising	3
RET 142 Field Training <sup>3</sup>	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
Business Elective <sup>6</sup>	3
HED Health Elective <sup>5</sup>	2-3
MKT 106 Principles of Advertising	3
MKT 112 Small Business Marketing	3
Science Elective Laboratory	4
<b>Total Semester Credits</b>	<b>15-16</b>
<sup>1</sup> For all students who are required to take two or more remedials. <sup>2</sup> Day students only. One-half credit of PED Activity Course is required for each full time Day semester. (Maximum of 2 credits). <sup>3</sup> Internship - as advised both day and evening students. <sup>4</sup> Business electives as advised. <sup>5</sup> Recommended Health Electives option include: HED 200 Concepts of Healthful Living and Stress Management, HED 201 Personal and Family Health, HED 231 Death Education: A Health Perspective, HED 251 Human Sexuality, HED 271 Alcoholism, Addictions and Abusive Behaviors, HED 293 Community Health. <sup>6</sup> Business electives as advised.	

**MATHEMATICS/COMPUTER SCIENCE/INFORMATION TECHNOLOGY****OFFICE:** Cluster B, Room 3028, 516.572.7383**CHAIRPERSON:** Carmine DeSanto, Carmine.DeSanto@ncc.edu.**FACULTY:** S. Abramson, K. Adel, E. Alfar, J. Altamura, J. Bosworth, E. Botkin, G. Bruns, D. Burdge, P. Cheifetz, D. Christy, K. Cramer, L. Delitsky, L. Frimerman, J. Ganson, L. Gioia, R. Goodridge, M. Gwydir, H. Huntington, M. Javadi, S. Kaplan, J. Kornbluth, P. Kreinbihl, D. Kugler, D. Levine, C. Lin, J. Lubowsky, A. Magrella, A. Mantell, J. Martin, C. Merlo, R. Meyer, G. Miller, R. Moscatelli, D. Nataro, A. Oglesby, L. Orlova, A. Pagnotta, J. Peluso, L. Postner, M. Pournazari, T. Re, M. Riedinger, C. Roethel, R. Rojas, E. Schmierer, J. Seibert, D. Sher, R. Silvestri, R. Skurnick, D. Spelman, G. Spengler, M. Steuer, S. Steuer, D. Stramiello, J. Taormina, T. Timchek, J. Tomaszewski, M. Totoro, S. Trabucco, T. Vecchiarelli.**TECHNICAL ASSISTANTS:** A. Baderian, H. Ciapas, J. Earnest, F. Graham, E. Hom, K. Lemp, J. Marriot, B. McParland, S. Ochani, C. Schaaf, W. Smith.**COURSES OFFERED:** Computer Processing (CMP), Computer Science (CSC), Information Technology (ITE), Mathematics (MAT), Statistics (STA), Logistics (LOG).

The purpose of the mathematics curriculum is essentially twofold: to provide a necessary aspect of a liberal arts education and to supply the necessary mathematics requirements for continued study in a Baccalaureate program and/or a career in such fields as mathematics, science, engineering, economics, accounting, the behavioral sciences, and such professions. Facilities on campus include Computer Learning Center (B 225), Math Center (B 130), the Math Success Center (B 109), and Anxiety Center (B 126).

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

Computer Science (A.S.) - This program leads to the Associate in Science (A.S.) degree and is designed for those who intend to transfer to a baccalaureate program oriented in the design of hardware and software of computer systems. The program stresses computer, mathematics, and science courses which are appropriate for transfer to a baccalaureate program.

Computer Information Systems - Microcomputer (Cert.) - The Computer Information Systems - Microcomputer Certificate Program has been designed to provide training in computer skills to meet the needs of students to adapt and succeed in the rapid growth and application of new and emerging computer technologies. The program includes a wide range of courses in computer areas such as networking, programming, and applications in order to provide training to develop marketable skills or an opportunity for college graduates to upgrade their computer skills or prepare for a career change. Students without any computer experience should complete CMP 100, Computer Literacy before entering the certificate program.

Information Technology (A.A.S.) This program leads to the Associate in Applied Science (A.A.S.) degree and is designed for those who intend to seek immediate employment in Information Technology.

The program includes foundation in general education courses (for example, social sciences, humanities, and electives) plus the business and mathematics courses necessary to augment the extensive computer courses. By judicious use of electives along with active advisement from departmental faculty, students can tailor the degree program to meet their individual needs and industry requirements for a particular area of Information Technology. Topics included for study are object-oriented programming, web programming, relational database management and development, Visual Basic .NET programming, and Windows Server and Linux Administration. Some students transfer to baccalaureate degree programs in I.T. or related areas.

Liberal Arts & Science - Mathematics (A.S.) - This program is designed for students who intend to transfer to a baccalaureate program in mathematics, mathematics education (secondary), or a related applied field. Graduates of the program should be able to complete the baccalaureate degree in two years of additional full-time study. The program includes liberal arts courses to provide a broadbased general education, plus computer science and science courses to augment the extensive mathematics component. The mathematics core develops knowledge in three basic areas of mathematics learning: proof and theory, algorithms, and applications. The computer component develops important ancillary skills.

Logistics & Transportation Management (A.A.S.) - This is a program which develops professionals for one of the fastest growing areas of employment: the movement of goods and people from place to place with maximum efficiency. This program focuses on core courses in logistics management and transportation plus dynamic electives in the field. The curriculum also features basic studies in English, science, the humanities, and other disciplines which provide a diverse and sound background in the liberal arts. Individual concepts in Logistics and Transportation Management are studied in depth, as is their interrelation to industrial and business operations. This degree program leads to an Associate in Applied Science. Most courses are transferable to four-year institutions.

**Business: Transportation & Logistics Management (A.A.S.) -**

This is a program which develops professionals for one of the fastest growing areas of employment: the movement of goods and people from place to place with maximum efficiency. This program focuses on core courses in logistics management and transportation plus dynamic electives in the field. The curriculum also features basic studies in English, science, the humanities, and other disciplines which provide a diverse and sound background in the liberal arts. Individual concepts in Logistics and Transportation Management are studied in depth, as is their interrelation to industrial and business operations. This degree program leads to an Associate in Applied Science. Most courses are transferable to four-year institutions.

Course Descriptions: Online or PDF

**Business: Transportation & Logistics Management  
A.A.S. Program  
Hegis Code: 5011**

**Total Credits: 67-68**

First Semester	Credits
CMP Elective*	3-4
CMP 103 Microcomputer Hardware and Software	4
ENG 101 Composition I	3
LOG 101 Principles of Logistics Management I	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
ENG 102 Composition II	3
LOG 102 Principles of Logistics Management II	3
LOG 106 Intermodal Transportation and Logistics in International Trade	3
MAT 109 Algebra and Trigonometry or higher	4
PED Activity Course (s)	1
STA 110 Introduction to Statistical Research Design	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
ECO 207 Principles of Macroeconomics	3
LOG 103 Systems of Intermodal Transportation	3

LOG Elective	3
MAT 103 Applied Statistics	3
PED Activity Course(s)	1
SCI 109 Environmental Science	4
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
BUS 112 Principles of Management	3
COM 101 Interpersonal Communications	3
HED 201 Personal and Family Health	2
LOG Electives	6
Social Science Elective **	3
<b>Total Semester Credits</b>	<b>17</b>
* CMP 105 Electronic Spreadsheets is suggested.	
** Recommended: POL 205 American National Government or POL 206 State and Local Government.	

**Computer Science (A.S.)** - This program leads to the Associate in Science (A.S.) degree and is designed for those who intend to transfer to a baccalaureate program oriented in the design of hardware and software of computer systems. The program stresses computer, mathematics, and science courses which are appropriate for transfer to a baccalaureate program.

Course Descriptions: Online or PDF

**Computer Science  
A.S. Program  
Hegis Code: 5101**

**Total Credits: 65-69**

Students who do not qualify for MAT 122 Calculus I and CSC 120 Computer Science I must seek advisement for MAT and CSC placement and should note that more than four semesters may be required to complete the degree program.

First Semester	Credits
CSC 120 Computer Science I	4
ENG 101 Composition I	3
HED Health Elective*	2-3
MAT 122 Calculus I	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
CSC 130 Computer Science II	4
ENG 102 Composition II	3
Humanities Elective	3
MAT 123 Calculus II	4
MAT 241 Discrete Mathematical Structures	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
CSC 217 C Programming Language	3
CSC 230 Data Structures	3
CSC/MAT Elective**	3-4
PED Activity Course (s)	1
PHY 151 Physics Science and Math I	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17-18</b>

Fourth Semester	Credits
CSC 250 Computer Organization and Assembly Language Programming	4
CSC/MAT Elective**	3-5
Humanities Elective	3
PED Activity Course (s)	1
PHY 152 Physics Science and Math II	4
<b>Total Semester Credits</b>	<b>15-17</b>
*Any student who chooses the 2-credit HED 201 Personal and Family Health as his/her health elective must choose at least one four-credit elective elsewhere in the program, to ensure the graduation requirements of 66 total credits.	
**CSC/MAT elective can be chosen from: CSC 240 Mobile Application Development, CSC 260 Analysis of Computer Architecture and Software, MAT 131 Probability with Statistical Inference, MAT 200 Foundations of Advanced Mathematics, MAT 225 Multivariable Calculus, and MAT 235 Algebraic Structures. MAT 226 Elementary Linear Algebra and MAT 234 Elementary Differential Equations are also acceptable as CSC/MAT electives if students have the pre-requisites	

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Computer Information Systems: Microcomputer Certificate****Hegis Code: 5101****Total Credits: 32-33**

<b>First Semester</b>	<b>Credits</b>
Business Elective*	3
CSC 104 Programming Logic and Problem Solving	3
ENG 101 Composition I	3
ITE 101 Introduction to Information Technology	3
Mathematics (MAT 102 Introduction to Statistics or higher)	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
<b>Second Semester</b>	<b>Credits</b>
COM 101 Interpersonal Communications or COM 103 Public Speaking	3
ITE 153 Operating System Management	4
ITE 154 Web Programming I	3
ITE 213 Data Communications and the Internet	3
ITE 252 Database Management	4
<b>Total Semester Credits</b>	<b>17</b>
*Choose from: ABT 245 Administrative Management, ACC 101 Accounting I, BUS 100 Creative Problem Solving in Business, BUS 110 Introduction to Business, BUS 111 Entrepreneurship, BUS 112 Principles of Management or LAW 103 Business Law I.	

**Information Technology (A.A.S.)**—This program leads to the Associate in Applied Science (A.A.S.) degree and is designed for those who intend to seek immediate employment in Information Technology.

The program includes foundation in general education courses (for example, social sciences, humanities, and electives) plus the business and mathematics courses necessary to augment the extensive computer courses. By judicious use of electives along with active advisement from departmental faculty, students can tailor the degree program to meet their individual needs and industry requirements for a particular area of Information Technology. Topics included for study are object-oriented programming, web programming, relational database management and development, Visual Basic .NET programming, and Windows Server and Linux Administration. Some students transfer to baccalaureate degree programs in Information Technology or related areas.

Course Descriptions: Online or PDF

**Information Technology  
A.A.S. Program  
Hegis Code: 5101  
Total Credits: 66-69**

First Semester	Credits
BUS/ACC Elective <sup>2</sup>	3
CSC 104 Programming Logic and Problem Solving	3
ENG 101 Composition I	3
ITE 101 Introduction to Information Technology	3
Mathematics Elective (MAT 102 Introductory Algebra or higher)	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
ENG 102 Composition II or COM 101 Interpersonal Communications	3
Humanities Elective <sup>4</sup>	3
ITE 153 Operating System Management	4
ITE 154 Web Programming I	3
Mathematics Elective (MAT 102 Introductory Algebra or higher)	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
HED Health Elective	2-3

ITE 213 Data Communications and the Internet	3
ITE 223 Network Management I	4
ITE 204 Java Programming	4
PED Activity Course (s)	1
Social Science Elective <sup>3</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
Fourth Semester	Credits
Computer Elective <sup>1</sup>	6
ITE 252 Database Management	4
Laboratory Science	4
Social Science Elective <sup>3</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
1 Computer Elective: Choose from: ITE 253 Network Management II, ITE 254 Web Programming II, ITE 264 Applications Development, CMP 490 Cooperative Education Internship. 2 Business Electives: ABT 245 Administrative Management, ACC 101 Accounting I BUS 100 Creative Problem Solving in Business, BUS 110 Introduction to Business, BUS 111 Entrepreneurship, BUS 112 Principles of Management, LAW 103 Business Law I. 3 Choices of African American History (including AFR 185 African American Culture), Economics, Finance, Geography, History, Interdisciplinary Global Studies, Political Science, Psychology, Sociology. 4 Choice of African American Studies (as listed in catalog) Art, Communications, English, Foreign Languages, Library, MDC 102 The Making of the Modern Mind II, Music, Philosophy, Reading, Theatre/Dance.	

**Liberal Arts & Sciences: Mathematics (A.S.)**—This program is designed for students who intend to transfer to a baccalaureate program in mathematics, mathematics education (secondary), or a related applied field. Graduates of the program should be able to complete the baccalaureate degree in two years of additional full-time study. The program includes liberal arts courses to provide a broadbased general education, plus computer science and science courses to augment the extensive mathematics component. The mathematics core develops knowledge in three basic areas of mathematics learning: proof and theory, algorithms, and applications. The computer component develops important ancillary skills.

Course Descriptions: Online or PDF

**Liberal Arts & Sciences: Mathematics  
A.S. Program  
Hegis Code: 5617  
Total Credits: 66**

First Semester	Credits
CSC 120 Computer Science I	4
ENG 101 Composition I	3
Humanities Elective	3
MAT 122 Calculus I <sup>(1)</sup>	4
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II	3
Humanities Elective	3
MAT 123 Calculus II	4
MAT 241 Discrete Mathematical Structures	3
PED Activity Course(s)	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
HED Health Elective <sup>(2)</sup>	2-3
MAT 131 Probability with Statistical Inference	3
MAT 200 Foundations of Advanced Mathematics	3
MAT 225 Multivariable Calculus	4
PHY 151 Physics Science and Math I	4
<b>Total Semester Credits</b>	<b>16-17</b>

Fourth Semester	Credits
Elective(s) <sup>(3)</sup>	3-4
MAT 226 Elementary Linear Algebra	4
MAT 234 Elementary Differential Equations	3
PED Activity Course (s)	1
PHY 152 Physics Science and Math II	4
<b>Total Semester Credits</b>	<b>15-16</b>

(1) Students who do not qualify for MAT 122 Calculus II must seek advisement for math placement and should note that placement into any course below MAT 122 Calculus II implies that more than four semesters will be required to complete the degree program.

(2) A student who chooses a 2-credit Health elective (such as HED 201) must also complete 4 additional elective credits for a total of 66 total credits. A 3-credit Health elective only requires 3 additional elective credits for a total of 66 credits.

(3) Any course offered by the College may be taken, but no math courses numbered MAT 122 Calculus II or lower may be used.

**MORTUARY SCIENCE****OFFICE:** 357 East Road, 516.572.7277.**CHAIRPERSON:** Michael F. Mastellone,  
Michael.Mastellone@ncc.edu.**FACULTY:** G. Wingster.**TECHNICAL ASSISTANT:** K. Schroeder**COURSES OFFERED:** Mortuary Science (MSC).**The following curriculum is offered by this Department:**

Mortuary Science (A.A.S.) - This program includes extensive work in the areas of biological science, business, and social science, as well as instruction within the major area of funeral service. Candidates for graduation must take the National Board Examination sponsored by the International Conference of Funeral Service Examining Board prior to and as a requirement of graduation. After successfully passing the national test, graduates must intern for a period of one year as a Registered Resident prior to receiving the Funeral Director License. The Mortuary Science Program (A.A.S. Degree) at Nassau Community College is accredited by the American Board of Funeral Service Education (ABFSE), 3414 Ashland Avenue, Suite G, St. Joseph, Missouri 64506, telephone (816) 233-3747. Web: [www.abfse.org](http://www.abfse.org). Registration with the N.Y.S. Bureau of Funeral Directing is required before matriculation status is granted. Students must supply their own transportation to off-campus assignments. "The annual passage rate of first time takers on the National Board Examination (NBE) for the most recent three-year period for this institution and all ABFSE accredited funeral service education programs is posted on the ABFSE web site ([www.abfse.org](http://www.abfse.org))."

**Mortuary Science (A.A.S.)**—This program includes extensive work in the areas of biological science, business, and social science, as well as instruction within the major area of funeral service. Candidates for graduation must take the National Board Examination sponsored by the International Conference of Funeral Service Examining Board prior to and as a requirement of graduation. After successfully passing the national test, graduates must intern for a period of one year as a Registered Resident prior to receiving the Funeral Director License. The Mortuary Science Program, Mortuary Science A.A.S. Degree, at Nassau Community College is accredited by the American Board of Funeral Service Education (ABFSE), 3414 Ashland Avenue, Suite G, St. Joseph, Missouri 64506, telephone (816) 233-3747. Web: [www.abfse.org](http://www.abfse.org). Registration with the N.Y.S. Bureau of Funeral Directing is required before matriculation status is granted. Students must supply their own transportation to off-campus assignments. “The annual passage rate of first time takers on the National Board Examination (NBE) for the most recent three-year period for this institution and all ABFSE accredited funeral service education programs is posted on the ABFSE web site ([www.abfse.org](http://www.abfse.org)).”

Course Descriptions: Online or PDF

**Mortuary Science  
A.A.S. Program  
Hegis Code: 5299.20  
Total Credits: 71**

First Semester	Credits
CHE 135 Chemistry for Applied Science	4
ENG 101 Composition I	3
MSC 111 Funeral Orientation	3
MSC 112 Public Health and Sanitation	3
PED Activity Course (s)	1
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
AHS 202 Medical Microbiology	4
ENG 102 Composition II	3
MSC 124 Anatomy for Embalmers I	3
MSC 127 Funeral Home Management	3
PED Activity Course (s)	1
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits

COM 103 Public Speaking	3
Mathematics Elective	3
MSC 234 Mortuary Law and Ethics	3
MSC 235 Anatomy for Embalmers II <sup>1</sup>	3
MSC 236 Embalming Theory I <sup>1</sup>	3
MSC 237 Embalming Laboratory I <sup>2, 6, 7</sup>	1.5
MSC 238 Pathology <sup>1, 6</sup>	3
<b>Total Semester Credits</b>	<b>19.5</b>
Fourth Semester	Credits
CMP 115 Computers in Business	3
MSC 241 Restorative Art <sup>1</sup>	3
MSC 245 Funeral Directing with Practicum	5
MSC 247 Embalming Theory II	2
MSC 248 Embalming Laboratory II <sup>3, 6</sup>	1.5
MSC 249 Funeral Counseling and Psychology <sup>4</sup>	3
<b>Total Semester Credits</b>	<b>17.5</b>
1. Prerequisite: MSC 124 Anatomy for Embalmers I 2. Prerequisite or co-requisite: MSC 236 Embalming Theory I 3. Prerequisite or co-requisite: MSC 247 Embalming Theory II 4. Prerequisite: PSY 203 General Psychology I 5. The Department recommends that students take 3-6 credits in summer semesters. 6. Students must provide own transportation to off-campus field experiences. 7. Prerequisite: MSC 112 Public Health and Sanitation NOTE: A grade of “C” or better is required in all Mortuary Science (MSC) courses, CHE 135 Chemistry for Applied Science, and AHS 202 Medical Microbiology.	

**OFFICE:** Building H, Room 222, 516.572.7446/7.

**CHAIRPERSON:** Jeffrey Fox, foxj@ncc.edu.

**FACULTY:** G. Bouchard, G. Cavallo, J. Fox, J. Golan, D. Hughes, K. Kelly, H. Marenstein, M. Nachman, N. Neal, P. Sheehan, S. Sobolewski.

**TECHNICAL ASSISTANTS:** C. Jusino, G. Ouellette.

**LABORATORY ASSISTANT:** D. Ferraro.

**COURSES OFFERED:** Music (MUS), Studio Recording Technology (SRT).

The mission of the Music Department is threefold: first, to provide quality instruction in performance, music theory and musicianship, and music history to prepare students pursuing careers in music; second, to provide survey courses in various aspects of music as humanities and general electives for students in other degree programs; third, to serve as a cultural resource center in music for the students and the larger community of Nassau County by sponsoring performing ensembles and presenting concerts.

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

Performing Arts Music (A.A.S.) - A two-year music concentration program that leads to the Associate in Applied Science (A.A.S.) degree is offered in Performing Arts. The curriculum also is transferable to four-year institutions and closely parallels the first two years of the BM degree in music. The degree may also lead directly to performance and other careers in the music industry. The Music Department is an accredited institutional member of the National Association of Schools of Music. For acceptance, incoming students are required to audition on their major instrument (or voice) and take a test in written music theory, aural musicianship, and keyboard skills. Students may enter the program with deficiencies; however, appropriate noncredit courses are assigned in order to correct these deficiencies.

**Departmental Requirements for A.A.S. Degree in Performing Arts - Music:**

1. Four semesters of college-level theory
2. Four semesters of college-level sight-singing
3. Four semesters of keyboard harmony
4. Four semesters of college-level applied music
5. Four semesters of ensemble (chorus, orchestra, band, or percussion ensemble)
6. One semester of music literature and two semesters of music history
7. Additional requirements as described under Programs of Study

**Applied Music Courses (a special fee will be charged for all courses.) Requirements for Applied Music:**

1. Students must be matriculated in a music degree program.
2. Students are required to perform on at least one recital each semester after reaching the second semester of college level study and also to attend a specified number of recitals and concerts each semester.
3. Woodwind and brass instrument students must also be enrolled in Band.
4. String instrument students must also be enrolled in Orchestra.
5. Voice, keyboard and guitar students must also be enrolled in Chorus.
6. Percussion students must also be enrolled in Percussion Ensemble.
7. Percussion students in the third semester of college-level study (200 level) must also be enrolled in Band or Orchestra.
8. Students are required to perform a jury exam at the end of each semester of applied music study.
9. A failure in or withdrawal from the performing group will result in a failure or in a withdrawal from applied music.

10. MUS 000 Applied Music Master Class is a co-requisite for all applied music courses.

11. Students in applied music must also be enrolled in music theory unless those requirements have already been met.

Studio Recording Technology (Cert.) - This three-semester program is designed to introduce students to music and recording technology and to provide a broad based perspective of the music industry. The SRT certificate is designed for those seeking entry-level employment in the recording industry, as well as those wishing to establish independent music recording/production businesses. Classes meet on campus and at an off-campus professional recording studio. Internship training will take place at a professional recording, production or equivalent music industry work environment (at an off-campus location).

**Facilities for the Music Department** include a large performance space available for ensemble rehearsals, performances and recitals; several studios for applied music instruction; and several soundproof practice rooms, each equipped with an upright piano, available for individual practice sessions. The Department also has two piano laboratories, plus a computer laboratory and audio production laboratory that are available for student tutorial work. The Department owns a number of less common and/or larger instruments, which are available for student use. Music classrooms are equipped with state-of-the-art sound systems. The Music Department maintains an extensive teaching library of recordings and music scores.

**Performing Arts-Music (A.A.S.)**—A two-year music concentration program that leads to the Associate in Applied Science (A.A.S.) degree is offered in Performing Arts. The curriculum also is transferable to four-year institutions and closely parallels the first two years of the BM degree in music. The degree may also lead directly to performance and other careers in the music industry. The Music Department is an accredited institutional member of the National Association of Schools of Music. For acceptance, incoming students are required to audition on their major instrument (or voice) and take a test in written music theory, aural musicianship, and keyboard skills. Students may enter the program with deficiencies; however, appropriate noncredit courses are assigned in order to correct these deficiencies.

**Departmental Requirements for A.A.S. Degree in Performing Arts - Music:**

1. Four semesters of college-level theory
2. Four semesters of college-level sight-singing
3. Four semesters of keyboard harmony
4. Four semesters of college-level applied music
5. Four semesters of ensemble (chorus, orchestra, band, or percussion ensemble)
6. One semester of music literature and two semesters of music history
7. Additional requirements as described under Programs of Study

**Applied Music Courses** (a special fee will be charged for all courses.)  
**Requirements for Applied Music:**

1. Students must be matriculated in a music degree program.
2. Students are required to perform on at least one recital each semester after reaching the second semester of college level study and also to attend a specified number of recitals and concerts each semester.
3. Woodwind and brass instrument students must also be enrolled in Band.
4. String instrument students must also be enrolled in Orchestra.
5. Voice, keyboard and guitar students must also be enrolled in Chorus.
6. Percussion students must also be enrolled in Percussion Ensemble.
7. Percussion students in the third semester of college-level study (200 level) must also be enrolled in Band or Orchestra.
8. Students are required to perform a jury exam at the end of each semester of applied music study.
9. A failure in or withdrawal from the performing group will result in a failure or in a withdrawal from applied music.
10. MUS 000 is a co-requisite for all applied music courses.
11. Students in applied music must also be enrolled in music theory unless those requirements have already been met.

Course Descriptions: Online or PDF

**Performing Arts-Music  
A.A.S. Program  
Hegis Code: 5610  
Total Credits: 69-70**

First Semester	Credits
Applied Music **	2
ENG 101 Composition I	3
MUS 000 Applied Music Master Class **	0

MUS 117 Elements of Music I *	2
MUS 127 Keyboard Harmony I *	2
MUS 137 Sight-Singing I	2
Performing Organization **	1
Social Science Elective	3
<b>Total Semester Credits</b>	<b>15</b>
<b>Second Semester</b>	<b>Credits</b>
Applied Music **	2
ENG 102 Composition II	3
MUS 000 Applied Music Master Class **	0
MUS 104 Introduction to Music Literature	3
MUS 118 Elements of Music II *	2
MUS 128 Keyboard Harmony II *	2
MUS 138 Sight-Singing II	2
Performing Organization**	1
<b>Total Semester Credits</b>	<b>15</b>
<b>Summer Session</b>	<b>Credits</b>
Mathematics Elective	3
Social Science Elective	3
<b>Total Semester Credits</b>	<b>6</b>
<b>Third Semester</b>	<b>Credits</b>
Applied Music**	2
Laboratory Science Elective ****	4
MUS 000 Applied Music Master Class**	0
MUS 217 Elements of Music III*	2
MUS 227 Keyboard Harmony III*	1
MUS 237 Sight-Singing III	2
Music History Elective***	3
PED Activity Course (s)	1

Performing Organization**	1
<b>Total Semester Credits</b>	<b>16</b>
<b>Fourth Semester</b>	<b>Credits</b>
Applied Music**	2
HED Health Elective	2-3
Humanities Elective	3
MUS 000 Applied Music Master Class**	0
MUS 218 Elements of Music IV *	2
MUS 228 Keyboard Harmony IV *	1
MUS 238 Sight-Singing IV	2
MUS History Elective***	3
PED Activity Course (s)	1
Performing Organization**	1
<b>Total Semester Credits</b>	<b>17-18</b>
<p>*Co-requisites.  **Co-requisites: Appropriate performing organization is determined by instrument.  ***Students must complete two of the following courses:  MUS 201 History of Western Music I,  MUS 204 History of Western Music II, or  MUS 208 History of Western Music III.  ****Recommended:  GSS 106 Science of Sound and Music</p>	

**Studio Recording Technology (Cert.)** - This three-semester program is designed to introduce students to music and recording technology and to provide a broad based perspective of the music industry. The SRT certificate is designed for those seeking entry-level employment in the recording industry, as well as those wishing to establish independent music recording/production businesses. Classes meet on campus and at an off-campus professional recording studio. Internship training will take place at a professional recording, production or equivalent music industry work environment (at an off-campus location).

Facilities for the Music Department include a large performance space available for ensemble rehearsals, performances and recitals; several studios for applied music instruction; and several soundproof practice rooms, each equipped with an upright piano, available for individual practice sessions. The Department also has two piano laboratories, plus a computer laboratory and audio production laboratory that are available for student tutorial work. The Department owns a number of less common and/or larger instruments, which are available for student use. Music classrooms are equipped with state-of-the-art sound systems. The Music Department maintains an extensive teaching library of recordings and music scores.

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Studio Recording Technology  
Certificate Program**  
**Hegis Code: 5008**  
**Total Credits: 36**

COM 110 Understanding Mass Media,  
COM 113 Documentary Media,  
COM 124 Communication for Business and the Professions,  
COM 171 Television Studio Production,  
COM 172 Video Field Production.

**\*\*Selected from:**  
MKT 100 Introduction to Marketing,  
MKT 106 Principles of Advertising,  
MKT 130 Marketing Research,  
MKT 136 Marketing Management.

**\*\*\*Placement and supervision by Music Department; taken after satisfactory completion of all other requirements.**

First Semester	Credits
Communications Elective (by advisement)*	3
SRT 101 Music Business I	3
SRT 103 Music Theory I	3
SRT 105 Basic Studio Techniques	6
<b>Total Semester Credits</b>	<b>15</b>
Second Semester	Credits
Marketing Elective (by advisement)**	3
SRT 102 Music Business II	3
SRT 104 Music Theory II	3
SRT 106 Advance Studio Techniques	6
<b>Total Semester Credits</b>	<b>15</b>
Third Semester	Credits
SRT 107 Internship***	<b>6</b>
*Selected from: COM 101 Interpersonal Communications, COM 103 Public Speaking, COM 107 Film Production I,	

**OFFICE:** Life Sciences Building, Room 3-19, 516.572.9630.

**CHAIRPERSON:** Thomas B. Rich, Thomas.Rich@ncc.edu.

**FACULTY:** J. Bennett-Murray, J. Brody, J. Buckley, A. Comiskey, J. Cook-Garard, L. DiDio, E. Engleke, K. Ferrucci, J. Festa, A. Fitzgibbon, E. Gallagher, P. Gloeckner, M. Hellmer Saul, A. Heslop, M. Hogan, C. Jansen, B. Kennedy, A. Kopstein, M. LaSala, B. McFadden, D. Mendelson, P. Murphy, M. Pervelis, M. Reeves, L. Rohan, M. Snow.

**CLINICAL INSTRUCTORS:** J. Gaffney, J. Valins.

**TECHNICAL ASSISTANTS:** M. Blessinger, J. Gavigan, S. Victome.

**COURSES OFFERED:** Nursing (NUR).

### **Nursing (A.S.)**

The Nursing Department offers a curriculum, accredited by the ACEN – Accreditation Commission For Education in Nursing, Inc., leading to an Associate in Science Degree and eligibility for the National Council Licensure Examination - Registered Nurse.

The goal of our program is to prepare pre-licensed RN students to practice safe and competent patient-centered nursing care in a variety of health settings, to optimize human health and wellness potential across the life span, within a rapidly changing health care system.

It is designed to empower students with the knowledge and skills that are essential in meeting the health care needs of a diverse population within our community, and to inspire in the student a sense of integrity, commitment and competence.

Throughout the program, students' competencies will grow incrementally in the attainment and utilization of nursing knowledge, critical thinking, clinical reasoning, communication, managerial, leadership and technological skills essential to their role within the profession and the health care team.

The required Nursing courses (NUR 101 Fundamental of Nursing, NUR 105 Introduction to Medical Surgical Nursing, NUR 203 Comprehensive Nursing Care I, and NUR 204 Comprehensive Nursing Care II) are offered during the September to May academic year. These courses must be taken consecutively because each course provides the foundation for subsequent courses. Admission to Nursing is available in both the day and evening divisions. Seats in the evening nursing courses are limited. Please be aware that obtaining a seat in Nursing is highly competitive and is dependent upon the number of applications, the number of available seats, and the applicant's ranking according to grade point average for the courses applicable to the Nursing curriculum. Ten (10) additional points will be given to Nassau County residents. Meeting the stipulated criteria does not guarantee a seat. If, upon graduation, an individual's application for licensure reveals that the applicant has been convicted of a crime or that there are pending charges, an investigation will be conducted by the Office of Professional Discipline of the State Education Department.

### **Departmental Requirements and Guidelines:**

1. If the placement examination indicates a need for remediation in English, mathematics, or reading, remediation must be completed before entering the Nursing Program.
2. Nursing students are required to submit evidence of a physical examination, antibody titers, and inoculations prior to their first clinical assignment in NUR 101 Fundamental of Nursing and annually thereafter.
3. Nursing students must be of good moral character and may be subject to criminal background checks and random drug screening.
4. Nursing students must be able to independently complete a patient assessment through visualization, direct and indirect auscultation, detection of odors, palpation, and percussion.
5. Nursing students must be able to perform gross and fine motor movements and must possess the physical strength and stamina to provide safe nursing care.

6. Nursing students must be alert, able to think critically and problem solve, possess emotional stability and flexibility, and be able to communicate effectively in English.
7. Students are required to adhere to those departmental policies that are distributed to all nursing students.
8. A minimum grade of 75 is required in each of the required Nursing courses.
9. A minimum of 15.5 credits (including NUR 101 Fundamental of Nursing) must be completed before progressing to NUR 105 Introduction to Medical Surgical Nursing.
10. Nursing students must supply their own required uniforms and equipment.
11. Nursing students are required to supply their own transportation to clinical settings.
12. Nursing students must be legally eligible for employment and professional licensure in the United States.
13. Nursing students must submit a copy of current certification of competency in cardiopulmonary resuscitation for the professional rescuer prior to admission to NUR 101 Fundamental of Nursing and prior to graduation.
14. College courses applicable to the Nursing Program completed at other colleges must be transferred in prior to admission to the Nursing Program. Science courses completed more than ten years prior to admission will not be accepted.
15. Questions or concerns about the Nursing Program may be directed to the:

Accreditation Commission for Education in Nursing, Inc.  
3343 Peachtree Road NE, Suite 850  
Atlanta, Georgia 30326

**Phone:** (404) 975-5000

**Fax:** (404) 975-5020

### **Advanced Standing in Nursing Courses:**

The opportunity for advanced standing is available to LPNs. By challenging NUR 101 Fundamental of Nursing, the candidate avoids much of the competition for entry into the program and enters when normal attrition may make a seat available. Eight and one-half credits are granted to the student for successfully completing the challenge of NUR 101 Fundamental of Nursing. Application at Nassau Community College is made as a liberal arts student. There will be an interview with the Nursing Department and the applicant will be required to provide a writing sample responding to a scenario provided at that time. Once the challenge is completed and the candidate is ready to enter a Nursing course, the Nursing Department will process a Change of Program to Nursing. In the meantime, the candidate is a Liberal Arts student and should pursue the liberal arts and science pre and corequisites required in the Nursing Program. At least 33 credits, including those for Nursing, must be taken at Nassau Community College. Information on the challenge process may be obtained at Advanced Standing Information Sessions.

**Change of Program/Transfer:**

Admission requirements to the Nursing Program for change of area or transfer students include:

AHS 131 Anatomy and Physiology I

ENG 101 Composition I

MAT 102 Introduction to Statistics

PSY 203 General Psychology I

These courses must be completed with a grade of C or better and a minimum grade point average of 3.0 or better before application for Change of Program. Requests for Change of Program to Nursing will be accepted during the 2nd, 3rd, and 4th weeks of March to be considered for the September class and during the 2nd, 3rd, and 4th weeks of October to be considered for the January class. Transfer students must apply directly to Admissions. Students will not be considered for admission if they have attempted AHS 131 Anatomy and Physiology I more than twice (including "W" and "UW" grades). Further information about the Nursing Program can be obtained from Academic Advisement, Admissions, Nursing Information Sessions, the Nursing Department Website, and Student Personnel Services.

Course Descriptions: Online or PDF

**Nursing****A.S. Program****Hegis Code: 5208.10****Total Credits: 70**

<b>First Semester</b>	<b>Credits</b>
AHS 131 Anatomy and Physiology I	4
ENG 101 Composition I or MAT 102 Introduction to Statistics or PSY 203 General Psychology I	3
NUR 101 Fundamentals of Nursing	8.5
<b>Total Semester Credits</b>	<b>15.5</b>
<b>Second Semester</b>	<b>Credits</b>
AHS 132 Anatomy and Physiology II	4
ENG 101 Composition I or MAT 102 Introduction to Statistics or PSY 203 General Psychology I	3
NUR 105 Introduction to Medical Surgical Nursing	8.5
<b>Total Semester Credits</b>	<b>15.5</b>
<b>Summer Session</b>	<b>Credits</b>
ENG 101 Composition I or PSY 203 General Psychology I or PSY 216 Lifespan Human Development or SOC 201 Introduction to Sociology	3
MAT 102 Introduction to Statistics	3
<b>Total Semester Credits</b>	<b>6</b>
<b>Third Semester</b>	<b>Credits</b>
AHS 202 Medical Microbiology	4
Humanities Elective	3
NUR 203 Comprehensive Nursing Care I	8.5
PSY 216 Lifespan Human Development	3

<b>Total Semester Credits</b>	<b>18.5</b>
<b>Fourth Semester</b>	<b>Credits</b>
ENG 102 Composition II	3
Humanities Elective	3
NUR 204 Comprehensive Nursing Care II	8.5
<b>Total Semester Credits</b>	<b>14.5</b>

**OFFICE:** Nassau Hall, Room M-217, 516.572.7450.

**CHAIRPERSON:** Mark S. Halfon, Mark.Halfon@ncc.edu.

**FACULTY:** E. Deluty, N. Newton, G. Ostertag, F. Pupa, S. Walden.

**COURSES OFFERED:** Philosophy (PHI).

Philosophy means love of wisdom. A philosopher questions everything, seeking answers to serious questions: Does human life have meaning? What is the difference between right and wrong? How should we live our lives? Do we have free will? Does God exist? Can humans know what the physical world is really like? In doing this, the philosopher uses finely tuned arguments and tries to follow them wherever they lead. Philosophy is intrinsically interesting, enlightening, and enjoyable, but it is also an unsurpassed tool for sharpening students' reasoning skills. Moreover, philosophy courses are writing intensive, emphasizing the written expression of philosophical ideas. This is why pre-law and pre-medical students are often advised to study it, and many four-year colleges and universities require it of all students.

**OFFICE:** Cluster D, Room 3090, 516.572.7278

**CHAIRPERSON:** Gregory J. Lehenbauer,  
Gregory.Lehenbauer@ncc.edu

**FACULTY:** L. Bastiaans, T. Benitt, T. Bruckner, R. Cohen, N. Harris,  
W. Ramsey, L.S. Rigano, M. Sichko, P. Simone, D. Stern, J. Thissen,  
F. Viscovich, G. Williams, P. Zito.

**TECHNOLOGIST:** A. Altmann.

**TECHNICAL ASSISTANT:** A. Sanchioli, M. Zito.

**COURSES OFFERED:** Physical Sciences (SCI), Multidisciplinary  
Science (MDS).

The course number designation does not reflect the level of difficulty, and there are no course prerequisites. The courses in the Department of Physical Sciences are all accessible to the non-science major. These course offerings will also provide a focus for the future science major. The Department's facilities include six laboratories with specialized equipment for all of the physical science courses being offered.

Computers are available for use in the lecture rooms and laboratories as well as two special science computer rooms. These rooms offer the students an opportunity to work with laboratory equipment, and computers for tutorial work, experiment simulations, research, as well as word processing. The Department has a planetarium with an 18-foot diameter dome which is utilized in astronomy courses and during "Open House" astronomy nights. State-of-the-art telescopes are used in the lab as well as for observations of the evening sky.

Meteorology students have access to the NCC Weather Center.

Computers in the weather center receive the McIDAS data stream via the Internet, and they collect, store, and graph current weather data at NCC as measured by various instruments on the roof. Computers are also used to acquire current weather maps and weather information from numerous Internet sites. Geology students may have the opportunity to learn more about the geology of Long Island and the Metropolitan area through field trips and may also be able to participate in special research projects that investigate real issues affecting their local environment. For Geology students interested in the area of gemology, special sections are offered in which instruction utilizing optical identification instruments and real gems is provided in the lab. Field trips provide Environmental Science students with direct observation of environmental phenomenon. Environmental mapping students have access to individual state-of-the-art GPS units as well as the latest version of ESRI's ArcMap mapping software.

Special distance-learning sections of certain courses are offered either through College of the Air or as a hybrid online course. These distance-learning sections have several meetings on campus to do lab experiments and take exams. These classes meet either on Saturdays or Sundays. Communication between the instructor and students is by email. The hybrid online course materials are obtained through a course web site. College of the Air course materials are available through a course web site and through DVDs and streaming video. Students wishing to major in Physical Science or who are considering pursuing study in these subjects at the baccalaureate level should see departmental advisors.

**OFFICE:** Building G, Room 355, 516.572.7458.

**CHAIRPERSON:** Sidney Hochman, Sidney.Hochman@ncc.edu.

**FACULTY:** C. Bayern, P. Bright, S. Cohen, W. Eisner, J. Ellenbogen, P. Flores, E. Gaudino-Goering, B. Gorman, S. Gorman, H. Hilary, B. Katz, L. Korman, D. Kramer, B. Levine, D. Martin, D. Milillo, C. Olko, M. O'Loughlin, S. Richman, L. Salpeter, L. Sidorowicz, A. Tigner.

**COURSES OFFERED:** Psychology (PSY).

In the field of psychology, fundamental survey courses are offered to fit the needs of all students. Those desiring to specialize are provided with patterns of preprofessional courses designed to satisfy the requirements of transfer colleges. Elective offerings provide further study in psychology for those seeking careers in counseling and teaching. Students wishing to pursue study at the baccalaureate level in these subjects should see departmental advisors.

**The following curricula are offered by the Psychology Department:**

**Disability Studies (A.A):** The Disability Studies (A.A.) explores disability from historical, cultural, philosophical, psychological and socio-political perspectives and from multiple disciplinary - and interdisciplinary- angles. Job opportunities may be found in developmental or physical disability service agencies, independent living centers, mental health centers, schools, geriatric and vocational rehabilitation agencies. It may also lead to employment in organizations promoting disability rights, advocacy and activism. Graduates are prepared to work effectively with individuals with many different disabilities, disorders, or conditions. Credits earned may be applied toward a B.A. in Disability Studies, Psychology or related fields.

**Disability Studies (Certificate):** The Disability Studies Certificate is designed to prepare students for a career in the field of disability service. Students will gain the theoretical knowledge and practical skills that will allow them to effectively provide services that meet the unique needs of individuals with disabilities across the life-span. Courses in the program assist students in developing an understanding and knowledge of disabilities that take into consideration the individual with a disability, societal influences, the environmental setting and the mandates of disability law. Students will also learn to employ assessment techniques, programming strategies, goal planning, and life-skills training that support self-advocacy, productivity and community inclusion for individuals with developmental disabilities across the life span.

**Disability Studies (A.A.)**– The Disability Studies (A.A.) explores disability from historical, cultural, philosophical, psychological and socio-political perspectives and from multiple disciplinary - and interdisciplinary- angles. Job opportunities may be found in developmental or physical disability service agencies, independent living centers, mental health centers, schools, geriatric and vocational rehabilitation agencies. It may also lead to employment in organizations promoting disability rights, advocacy and activism. Graduates are prepared to work effectively with individuals with many different disabilities, disorders, or conditions. Credits earned may be applied toward a B.A. in Disability Studies, Psychology or related fields.

Course Descriptions: Online or PDF

**Disability Studies  
A.A. Program  
Hegis Code: 5501**

**Total Credits 64-66**

First Semester	Credits
Communication Arts Elective: COM 101 Oral Communication, COM 103 Public Speaking, or COM 201 Persuasive Speaking	3
ENG 101 Composition I	3
Mathematics Elective	3
Natural Science Directed Elective: AHS 131 Anatomy and Physiology I and AHS 132 Anatomy and Physiology II or BIO 101 General Biology I and BIO 102 General Biology II	4
PSY 203 General Psychology	3
<b>Total Semester Credits</b>	<b>16</b>
Second Semester	Credits
Developmental Psychology Elective: EDU 104 Infants and Toddlers, PSY 212 Adolescent Psychology, PSY 213 Child Development, or PSY 216 Life Span Development	3
EDU 105 Introduction to Developmental Disabilities	3
ENG 102 Composition II	3
Natural Science Directed Elective: AHS 131 Anatomy and Physiology I and	4

AHS 132 Anatomy and Physiology II or BIO 101 General Biology I and BIO 102 General Biology II	
Mathematics or Computer Science Elective	3
Physical Education Elective	1
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
EDU 101 Applied Behavior Analysis I: Field Experience I	4
Fine and Performing Arts Elective	3
History Restricted Elective one course from either History or Literature elective must fulfill the Western Heritage (WESH) or Global Awareness and Non-Western Cultures (GLNW) category	3
Literature Restricted Elective one course from either History or Literature elective must fulfill the Western Heritage (WESH) or Global Awareness and Non-Western Cultures (GLNW) category	3
Physical Education Elective	1
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
Communications or Foreign/ASL Language Elective	3
Directed Elective: ASL 153 American Sign Language II, ASL 226 Communication and Culture in the Deaf Community, EDU 102 Applied Behavior Analysis: Field Experience II: Practicum, HED 201 Personal and Family Health, HED 271 Alcoholism, Addictions and Abusive Behavior, HED 293 Community Health,	2-4

PSY 215 Abnormal Psychology, PSY 235 Psychology of the Exceptional Child, or SPS 201 Perspectives on People with Disabilities	
PHI 110 Biomedical Ethics	3
Pluralism and Diversity Directed Elective: ANT 204 Cultural Anthropology, SOC 216 Aging, Society and Culture, or SOC 222 Sociology of Gender	3
Directed Elective: ASL 153 American Sign Language II, ASL 226 Communication and Culture in the Deaf Community, EDU 102 Applied Behavior Analysis: Field Experience II: Practicum, HED 201 Personal and Family Health, HED 293 Community Health, PSY 215 Abnormal Psychology, PSY 220 Brain & Behavior, PSY 235 Psychology of the Exceptional Child, or SPS 201 Perspectives on People with Disabilities	3
<b>Total Semester Credits</b>	<b>14-16</b>

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Disability Studies  
Certificate Program  
Hegis Code: 5501**

**Total Credits: 28-30**

Mathematics, Computer Science or Lab Science Elective Choose: AHS 131 Anatomy and Physiology I or BIO 101 General Biology	3-4
<b>Total Semester Credits</b>	<b>13-14</b>

First Semester	Credits
Directed Elective Choose from: HED 201 Personal and Family Health, HED 293 Community Health, PHI 110 Biomedical Ethics, EDU 235/PSY 235 Psychology of the Exceptional Child, PSY 215 Abnormal Psychology or SPS 201 Perspectives on People with Disabilities.	2-3
EDU 101 Applied Behavior Analysis: Field Experience I	4
EDU 105 Introduction to Developmental Disabilities	3
ENG 101 English Composition	3
PSY 203 General Psychology I	3
<b>Total Semester Credits</b>	<b>15-16</b>
Second Semester	Credits
Developmental Psychology Directed Elective Choose from: EDU 104 Infant and Toddlers, PSY 212 Adolescent Development, PSY 213 Child Development or PSY 216 Lifespan Human Development.	3
Directed Elective Choose from: HED 201 Personal and Family Health, HED 293 Community Health, PHI 110 Biomedical Ethics, EDU 235/PSY 235 Psychology of the Exceptional Child, PSY 215 Abnormal Psychology or SPS 201 Perspectives on People with Disabilities.	3
EDU 102 Applied Behavior Analysis II: Field Experience: Practicum	4

**OFFICE:** Reading - Building N, Room 205, 516.572.7464.

**BEP OFFICE:** Building N, Room 205, 516.572.7630.

**CHAIRPERSON:** Christine Berg, Christine.Berg@ncc.edu.

**FACULTY:** M. Ardise, S. Berkovits, A. Bressmer, Q. Y. Chen, L. Coley, N. Forchelli, M. Forte, S. Fox, K. Golde, D. Grodenchik, M. Hammer, D. Katwala, C. Krupa, V. Lagakis, L. Landesberg, B. Levy, S. Liff, W. Lowenfeld, J. Maher, S. Masrour, J. Miller, D. Mon, A.M. Monaco, S. Newlin-Wagner, C. Novins, D. O'Brien-Smith, K. Quinn, H. Rice, L. Rysdyk, J. Stern, D. Tyler

**COURSES OFFERED:** Basic Education (BEP), Reading (RDG).

All matriculated students placing at the 001 level of remediation in Reading and English and 001 or 002 level in Math are offered a place in the Basic Education Program (BEP). Students are required to complete this program successfully before being permitted to register for the next level of courses in Reading, English, and Math. All students who take the placement test and score RDG 001 or RDG 002 are required to enroll in the course in the first semester of attendance. Successful completion of each course is required. If RDG 001 is the original placement, RDG 002 is required unless the student is exempted by meeting Department standards. For students for whom English is not their first language, the Department of Reading and Basic Education offers a reading course at the college preparatory level of instruction. Students are placed in the course on the basis of a reading test. This course is one of the College's offerings for English language learners. See the English Department for writing courses and the Communications Department for conversation/pronunciation courses. The Language Immersion program at Nassau Community College (LINCC) is available to students who do not place into college level ESL courses. The Department also offers credit reading courses. For further information, contact the Department of Reading and Basic Education at 572-7464.

**OFFICE:** Building G, Room 357, 516.572.7452

**CHAIRPERSON:** Lyle Hallowell, Lyle.Hallowell@ncc.edu.

**FACULTY:** N. Barker, P. Halcrow, R. Renoff, J. Rosenfeld, A. Schwartz, J. Varacalli, E. Wood, J. Young.

**COURSES OFFERED:** Sociology (SOC), Human Services (HMS), Anthropology (ANT).

The Department offers survey courses in sociology and anthropology and human services, as well as thematic courses and field work courses that allow students to investigate the social world in greater detail. Our courses explore the kinds of questions that arise as soon as we start to look more closely at the world around us. Why is there economic and social inequality in American society? Why are some nations rich while others are poor? Are anti-drug policies effective? How do we explain why some people commit crimes? How are different religions organized, and how do they fit into societies? Are "traditional" gender roles really traditional? How are important elements of identity like gender, ethnicity, race, class, sexuality, socially constructed? How can we change the world we live in, and how does it shape our lives? How is health care delivered? How do consumer practices shape our lives? What kinds of struggles do typical families face today?

Sociology and anthropology courses are designed to meet the needs of general liberal arts and social science students as well as those planning to pursue sociology or anthropology majors at the baccalaureate level and beyond. Human services courses are designed to help students explore career options within social work and human services.

Students wishing to pursue study at the baccalaureate level in sociology, anthropology or social work should see departmental advisors.

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

**Human Services: Community Service and Social Welfare (A.A.) -**

This program leads to the Associate of Arts degree and is designed for those students who intend to transfer to a baccalaureate program in social work or a related human services field. The program includes a broad variety of required and elective courses in community service (social-work oriented courses), social sciences, humanities, literature, science and math, and addictions. Various articulation agreements are in place for successful graduating students.

**Human Services: Community Service and Social Welfare**

(A.A.)—This program leads to the Associate of Arts degree and is designed for those students who intend to transfer to a baccalaureate program in social work or a related human services field. The program includes a broad variety of required and elective courses in community service (social-work oriented courses), social sciences, humanities, literature, science and math, and addictions. Various articulation agreements are in place for successful graduating students.

Course Descriptions: Online or PDF

**Human Services**

**A.A. Program**

**Hegis Code: 5506**

**Total Credits: 66-68**

First Semester	Credits
AHS 131 Anatomy and Physiology I or AHS 132 Anatomy and Physiology II or BIO 101 General Biology I	4
ENG 101 Composition I	3
HMS 117 Introduction to Community Service	3
PED Activity Course (s)	1
PSY 203 General Psychology I	3
SOC 201 Introduction to Sociology	3
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II	3
Fine/Perf. Arts Elective*	3
HIS 104 History of the United States II	3
HMS 200 Community Service Skills	3
Laboratory Science Elective	3-4
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16-17</b>
Third Semester	Credits
English Literature Elective	3
HED 231 Death Education: A Health Perspective or HED 251 Human Sexuality or HED 271 Alcoholism, Addictions and Abusive Behavior	3

HMS 205 Community Service Internship	3
Humanities Elective**	3
MAT/CMP Elective	3-4
<b>Total Semester Credits</b>	<b>15-16</b>
Fourth Semester	Credits
Communications Elective	3
Culture/Diversity Elective **	6
Humanities Elective**	3
MAT 102 Introduction to Statistics	3
Social Science Elective**	3
<b>Total Semester Credits</b>	<b>18</b>

\* NO "STUDIO" CLASSES.  
\*\* Speak to advisor re: requirements of intended transfer institution.

**OFFICE:** Nassau Hall, Room 11, 516.572.7506.

**CHAIRPERSON:** Genette Alvarez-Ortiz, Genette.Ortiz@ncc.edu.

**FACULTY:** M. Afkhami-Ramirez, C. Andrew, R. Ashker, R. Barzilay, R. Conway, C. Egelman, J. Frankel, S. Grossman, H. Guttenberg-Menco, J. Hoyt, O. Jewett, L. Joseph, J. Kelly, P. Kurland, D. Kimbrough-Lowe, M. Ludmar, A. Orologio, M. Peck, D. Petronella, R. Rubin, J. Segadelli, D. Smalls, J. Smith, D. Sparberg, J. Suh, H. Williams, C. Wynter, W. Zatulskis.

**TECHNICAL ASSISTANTS:** R. DeJesus, E. Hudgins, L. Roddini, D. Smith, C. Vanek.

The Student Personnel Services Department (SPS) is dedicated to providing professional support services aimed at maximizing academic and personal success for all students at NCC. It offers equal access to counseling, resources, programs and classroom instruction in order to enhance academic performance as well as individual, social and professional development.

**COURSES OFFERED:**

Student Personnel Services (SPS):

SPS 093 BEP/SPS Seminar

SPS 102 Career Exploration

SPS 111 Understanding Substance Use, Abuse and Addiction

SPS 201 Perspectives on People with Disabilities

The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY Associate Degree-Granting Institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the Chancellor's initiative, *A New Vision in Teacher Education* (<http://www.sysadm.suny.edu/provost/teachered.htm>). The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model AA or AS curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in Childhood or Early Childhood Education or in Adolescence Education:

- General Education Core: complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);
- Major or Concentration: at present the TETT project web site covers coursework in seven majors/concentrations - Biology, Chemistry, Earth Science, English, History/Social Studies, Mathematics, Physics (12-18 credit hours); and
- Pedagogical Core: one Psychology course (Child or Adolescent) and Foundations of Education (6 credit hours).

When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, <http://www.suny.edu/EducationTransfer>. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

**The six Teacher Education degree programs offered by Nassau Community College are detailed below. Students matriculated in any of these programs are reminded that specific courses should be selected in close consultation with an advisor and based on the requirements of the students target baccalaureate institution. For further information, contact the Teacher Education Coordinator, Professor Diane Martin at 516.572.7458.**

## Programs of Study

Early Childhood Education A.A.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Early Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Birth through Second Grade (Birth-2).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in English, History or Special Education

Early Childhood Education A.S.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Early Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Birth through Second Grade (Birth -2nd ).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in General Science, Mathematics or Special Education.

### Childhood Education A.A.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Childhood Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels First through Sixth Grade (1st -6th).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major.

Students can major/concentrate in English, History or Special Education.

Childhood Education A.S.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Childhood Education, Teacher Education Transfer (Te Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels First through Sixth Grade (1st -6th).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in General Science, Mathematics or Special Education.

Adolescence Education A.A.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Adolescence Education, Teacher Education Transfer (The Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Seventh through Twelfth Grade (7-12).

This course of study provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major in English, Social Studies, or Special Education.

## Adolescence Education A.S.

**Description:** This program is designed to support and encourage progress toward a baccalaureate degree and NYS teacher certification for students interested in pursuing teaching as a career. Adolescence Education, Teacher Education Transfer (Liberal Arts and Sciences) degree is specifically for students interested in teaching grade levels Seventh through Twelfth Grade (7th -12th).

This course of study also provides students with a balance of coursework between completing Education classes, General Education requirements, and pursuing courses within the students' selected academic major. Students can major/concentrate in Biology, Chemistry, Earth Science, Mathematics, Physics or Special Education.

## Teaching Assistant Certificate

**Description:** This program is designed to meet the training levels for New York State Teaching Assistant Licensure and Certification. The Teaching Assistant Certificate provides an opportunity for individuals interested in education to begin their higher education in a gradual and supportive manner. Teaching Assistants provide direct instructional services to students under the supervision of a licensed teacher. All courses are applicable to the Teacher Education Transfer Associate degrees and provide a smooth transition to baccalaureate level education programs.

Course Descriptions: Online or PDF

**Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)****A.A. Program****Hegis Code: 5649****Total Credits: 64-67**

First Semester	Credits
ENG 101 Composition I	3
PSY 203 General Psychology I	3
MAT 102 Introduction to Statistics	3
BIO 101 General Biology I	4
Foreign Language I or American Sign Language I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II	3
PSY 212 Adolescent Development	3
Foreign Language II or American Sign Language II	3
Natural Lab Science Elective – Choose from among: CHE 107 General Chemistry, PHY 101 General Physics, PHY 120 Physics for Educators, SCI 103 Physical Geology, SCI 104 Historical Geology, SCI 105 Solar Astronomy or SCI 106 Stellar and Galactic Astronomy	4
Mathematics Elective: MAT 111 Pre-Calculus or MAT 118 Finite Mathematics: Quantitative Analysis	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
SUNY General Education - The Arts: by advisement	3
HIS 103 History of the United States I or HIS 104 History of the United States II	3

ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3
MAJOR/CONCENTRATION Elective  <b>For Social Studies Major/ Concentration:</b> HIS 103 History of the United States I or HIS 104 History of the United States II  <b>For English Major/ Concentration</b> – Choose from among: ENG 207 African American Literature I, ENG 208 African American Literature II, ENG 248 Woman in Literature or ENG 229 Native American Literature	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
HIS 101 History of Western Civilization I or HIS 102 History of Western Civilization II	3
MAJOR/CONCENTRATION Requirement:  <b>For Social Studies Major/ Concentration:</b> ECO 208 Principles of Microeconomics	0-3
MAJOR/CONCENTRATION/ EDUCATION Requirement  <b>For Social Studies Major/ Concentration:</b> ECO 207 Principles of Macroeconomics <b>For English Major/Concentration:</b> by advisement	3
SUNY General Education - Other World Civilization: by advisement	3
ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
EDUCATION ELECTIVE	3

<b>For History or English Major/ Concentration:</b> by advisement	
<b>Total Semester Credits</b>	<b>15-18</b>

Course Descriptions: Online or PDF

**Liberal Arts & Science: Adolescence Education (Teacher Education Transfer)**  
**A.S. Program**  
**Hegis Code: 5649**  
**Total Credits: 69-72**

First Semester	Credits
ENG 101 Composition I	3
PSY 203 General Psychology I	3
MAT 122 Calculus I	4
Natural Lab Science Requirement	4
<b>For Mathematics or Biology Major/Concentration:</b> BIO 109 Principles of Biology I	
<b>For Chemistry or Earth Science Major/Concentration:</b> CHE 151 Inorganic Chemistry I	
<b>For Physics Major/Concentration:</b> PHY 151 Physics for Scientists and Mathematicians	
Foreign Language I or American Sign Language I	3
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>18</b>
Second Semester	Credits
ENG 102 English Composition II	3
PSY 212 Adolescent Development	3
Foreign Language II or American Sign Language II	3
Natural Lab Science Requirement:	4
<b>For Mathematics Major/Concentration:</b> CHE 151 Inorganic Chemistry I or PHY 151 Physics for Scientists and Mathematicians I	
<b>For Biology Major/Concentration:</b> BIO 110 Principles of Biology II	
<b>For Chemistry or Earth Science Major/Concentration:</b> CHE 152 Inorganic Chemistry II	

<b>For Physics Major/Concentration:</b> PHY 152 Physics for Scientists and Mathematicians II	
MAT 123 Calculus II	4
PED Activity Course(s)	1
<b>Total Semester Credits</b>	<b>18</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
SUNY General Education – The Arts: by advisement	3
HIS 103 History of the United States I or HIS 104 History of the United States II	3
MAJOR/CONCENTRATION Requirement:	4-5
<b>For Mathematics or Physics Major/Concentration:</b> MAT 225 Multivariable Calculus	
<b>For Biology Major/Concentration:</b> CHE 151 Inorganic Chemistry I	
<b>For Chemistry Major/Concentration:</b> CHE 201 Organic Chemistry I	
<b>For Earth Science Major/Concentration:</b> SCI 103 Physical Geology	
MAJOR/CONCENTRATION Requirement:	3-4
<b>For Biology Major/Concentration:</b> BIO 214 Microbiology	
<b>For Earth Science Major/Concentration:</b> SCI 105 Solar System Astronomy or SCI 106 Stellar and Galactic Astronomy	
<b>For Mathematics, Chemistry or Physics Major/Concentration:</b> by advisement	
<b>Total Semester Credits</b>	<b>16-18</b>
Fourth Semester	Credits
HIS 101 History of Western Civilization I or	3

HIS 102 History of Western Civilization II	
English Literature Elective – Choose from among: ENG 203 Early American Literature to 1865, ENG 204 Modern American Literature from 1865 to Present, ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
Education or Major/ Concentration Elective  <b>For Mathematics, Biology, Chemistry, Earth Science or Physics Major/Concentration:</b> by advisement	4
SUNY General Education – Other World Civilization: by advisement	3
MAJOR/CONCENTRATION Requirement:  <b>For Mathematics Major/ Concentration:</b> MAT 226 Elementary Linear Algebra  <b>For Biology Major/ Concentration:</b> CHE 152 Inorganic Chemistry II  <b>For Chemistry Major/ Concentration:</b> CHE 202 Organic Chemistry II  <b>For Earth Science Major/ Concentration:</b> SCI 104 Historical Geology	4-5
<b>Total Semester Credits</b>	<b>17-18</b>

Course Descriptions: Online or PDF

**Liberal Arts & Science: Childhood Education (Teacher Education Transfer)****A.A. Program****Hegis Code: 5649****Total Credits: 64-67**

First Semester	Credits
ENG 101 Composition I	3
PSY 203 General Psychology I	3
MAT 102 Introduction to Statistics	3
BIO 101 General Biology I	4
Foreign Language I or American Sign Language I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 Composition II	3
PSY 213 Child Development	3
Foreign Language II or American Sign Language II	3
Natural Lab Science Elective: by advisement Choose from among: CHE 107 General Chemistry PHY 101 General Physics PHY 120 Physics for Educators SCI 103 Physical Geology SCI 104 Historical Geology SCI 105 Solar System Astronomy or SCI 106 Stellar and Galactic Astronomy	4
MAT 114 Foundations of Mathematics for Educators	3
<b>Total Semester Credits</b>	<b>16</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
SUNY General Education - The Arts: by advisement	3
HIS 103 History of the United States I or HIS 104 History of the United States II	3

ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3
MAJOR/CONCENTRATION Requirement <b>For English Major/ Concentration:</b> ENG 314 Studies in Children's Literature <b>For History Major/ Concentration:</b> HIS 103 History of the United States I or HIS 104 History of the United States II	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>16</b>
Fourth Semester	Credits
EDU 235 / PSY 235 Psychology of the Exceptional Child	3
HIS 101 History of Western Civilization I or HIS 102 History of Western Civilization II	3
ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
SUNY General Education - Other World Civilization: by advisement	3
MAJOR/CONCENTRATION Requirement <b>For History Major/ Concentration:</b> HIS 125 Role of Women in American History or HIS 130 Ethnic Groups in American History	0-3
EDUCATION ELECTIVE <b>For History or English Major/ Concentration:</b> by advisement	3
<b>Total Semester Credits</b>	<b>15-18</b>

Course Descriptions: Online or PDF

**Liberal Arts & Science: Childhood Education (Teacher Education Transfer)****A.S. Program****Hegis Code: 5649****Total Credits: 67-68**

First Semester	Credits
ENG 101 Composition I	3
PSY 203 General Psychology I	3
MAT 114 Foundation of Mathematics for the Elementary School Teacher	3
BIO 109 Principles of Biology I	4
Foreign Language I or American Sign Language I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 English Composition II	3
PSY 213 Child Development	3
Foreign Language II or American Sign Language II	3
Natural Lab Science Elective – Choose from among: CHE 151 Inorganic Chemistry I, PHY 101 General Physics I or PHY 151 Physics for Scientists and Mathematicians I	4
MAT 122 Calculus I	4
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
SUNY General Education - The Arts: by advisement	3
HIS 103 History of the United States I or HIS 104 History of the United States II	3
MAJOR/CONCENTRATION Elective	4

<b>For Mathematics Major/ Concentration:</b> MAT 123 Calculus <b>For General Science Major/ Concentration:</b> BIO 110 Principles of Biology II	
EDUCATION or MAJOR/ CONCENTRATION Elective	3-4
<b>For Mathematics Major/ Concentration:</b> by advisement <b>For General Science Major/ Concentration</b> – Choose from among: SCI 103 Physical Geology, SCI 104 Historical Geology, SCI 105 Solar System Astronomy or SCI 106 Stellar and Galactic Astronomy	
<b>Total Semester Credits</b>	<b>16-17</b>
Fourth Semester	Credits
HIS 101 History of Western Civilization I or HIS 102 History of Western Civilization II	3
English Literature Elective – Choose from among: ENG 203 Early American Literature to 1865, ENG 204 Modern American Literature from 1865 to Present, ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
MAJOR/CONCENTRATION Elective	4
<b>For Mathematics Major/ Concentration:</b> MAT 225 Multivariable Calculus <b>For General Science Major/ Concentration</b> – Choose from among: CHE 152 Inorganic Chemistry II, PHY 102 General Physics II or CHE 152 Physics for Scientists and Mathematicians II	
SUNY General Education – Other World Civilization: by advisement	3
PED Activity Course(s)	1

Education or Major/ Concentration Elective	3
<b>For Mathematics or General Science Major/Concentration:</b> by advisement	
<b>Total Semester Credits</b>	<b>17</b>

Course Descriptions: Online or PDF

**Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)****A.A. Program****Hegis Code: 5649****Total Credits: 64-67**

<b>First Semester</b>	<b>Credits</b>	<b>For History Major/ Concentration:</b> HIS 103 History of the United States I or HIS 104 History of the United States II	
ENG 101 Composition I	3	PED Activity Course (s)	1
PSY 203 General Psychology I	3	<b>Total Semester Credits</b>	<b>16</b>
MAT 102 Introduction to Statistics	3		
BIO 101 General Biology I	4	<b>Fourth Semester</b>	<b>Credits</b>
Foreign Language I or American Sign Language I	3	EDU 235 / PSY 235 Psychology of the Exceptional Child	3
PED Activity Course (s)	1	HIS 101 History of Western Civilization I or HIS 102 History of Western Civilization II	3
<b>Total Semester Credits</b>	<b>17</b>	ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
		SUNY General Education - Other World Civilization: by advisement	3
<b>Second Semester</b>	<b>Credits</b>	MAJOR/CONCENTRATION Requirement <b>For History Major/ Concentration:</b> HIS 125 Role of Women in American History or HIS 130 Ethnic Groups in American History.	0-3
ENG 102 Composition II	3	EDUCATION ELECTIVE <b>For History or English Major/Concentration:</b> by advisement	3
PSY 213 Child Development or EDU 104 Infants and Toddlers	3	<b>Total Semester Credits</b>	<b>15-18</b>
Foreign Language II or American Sign Language II	3		
PHY 120 Physics for Educators	4		
MAT 114 Foundations of Mathematics for Educators	3		
<b>Total Semester Credits</b>	<b>16</b>		
<b>Third Semester</b>	<b>Credits</b>		
EDU 208 Foundations of Education	3		
SUNY General Education - The Arts: by advisement	3		
HIS 103 History of the United States I or HIS 104 History of the United States II	3		
ENG 203 Early American Literature to 1865 or ENG 204 Modern American Literature from 1865 to Present	3		
MAJOR/CONCENTRATION Requirement <b>For English Major/ Concentration:</b> ENG 314 Studies in Children's Literature	3		

Course Descriptions: Online or PDF

**Liberal Arts & Science: Early Childhood Education (Teacher Education Transfer)****A.S. Program****Hegis Code: 5649****Total Credits: 67-68**

First Semester	Credits
ENG 101 Composition I	3
PSY 203 General Psychology I	3
MAT 114 Foundation of Mathematics for the Elementary School Teacher	3
BIO 109 Principles of Biology I	4
Foreign Language I or American Sign Language I	3
PED Activity Course (s)	1
<b>Total Semester Credits</b>	<b>17</b>
Second Semester	Credits
ENG 102 English Composition II	3
PSY 213 Child Development	3
Foreign Language II or American Sign Language II	3
Natural Lab Science Elective – Choose from among: CHE 151 Inorganic Chemistry I, PHY 101 General Physics I or PHY 151 Physics for Scientists and Mathematicians I	4
MAT 122 Calculus I	4
<b>Total Semester Credits</b>	<b>17</b>
Third Semester	Credits
EDU 208 Foundations of Education	3
SUNY General Education - The Arts: by advisement	3
HIS 103 History of the United States I or HIS 104 History of the United States II	3
MAJOR/CONCENTRATION Elective	4

<b>For Mathematics Major/ Concentration:</b> MAT 123 Calculus II	
<b>For General Science Major/ Concentration:</b> BIO 110 Principles of Biology II	
EDUCATION or MAJOR/ CONCENTRATION Elective	3-4
<b>For Mathematics Major/ Concentration:</b> by advisement	
<b>For General Science Major/ Concentration</b> – Choose from among: SCI 103 Physical Geology, SCI 104 Historical Geology, SCI 105 Solar System Astronomy or SCI 106 Stellar and Galactic Astronomy	
<b>Total Semester Credits</b>	<b>16-17</b>
Fourth Semester	Credits
HIS 101 History of Western Civilization I or HIS 102 History of Western Civilization II	3
English Literature Elective – Choose from among: ENG 203 Early American Literature to 1865, ENG 204 Modern American Literature from 1865 to Present, ENG 205 Early English British Literature to 1800 or ENG 206 Modern British Literature from 1800 to Present	3
EDUCATION or MAJOR/ CONCENTRATION Elective	4
<b>For Mathematics Major/ Concentration:</b> MAT 225 Multivariable Calculus	
<b>For General Science Major/ Concentration</b> – Choose from among: CHE 152 Inorganic Chemistry II, PHY 102 General Physics II or PHY 152 Physics for Scientists and Mathematicians II	
SUNY General Education – Other World Civilization: by advisement	3

PED Activity Course(s)	1
Education or Major/ Concentration Elective  <b>For Mathematics or General Science Major/Concentration:</b> by advisement	3
<b>Total Semester Credits</b>	<b>17</b>

Course Descriptions: Online or PDF

Gainful Employment Disclosure Information

**Teacher Assistant Certificate  
Certificate Program  
Hegis Code: 5503  
Total Credits: 30**

<b>First Semester</b>	<b>Credits</b>
ENG 101 Composition 1	3
PSY 203 General Psychology I	3
Laboratory Science Elective Choose from: BIO 101 (General Biology), CHE 107 (General Chemistry), PHY 120 (Physics for Educators), SCI 103 (Physical Geology), SCI 104 (Historical Geology), SCI 105 (Solar System Astronomy) or SCI 106 (Stellar and Galactic Astronomy).	4
EDU 101 Applied Behavior Analysis: Field Experience I	4
Mathematics Elective Choose from: MAT 101 (Concepts of Mathematics), MAT 102 (Introduction to Statistics) or MAT 114 (Foundations of Mathematics for Educators).	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Second Semester</b>	<b>Credits</b>
EDU 102 Applied Behavior Analysis: Field Experience II: Practicum	4
EDU 208 Foundations of Education	3
EDU 235 / PSY 235 Psychology of the Exceptional Child	3
Developmental Psychology Choose from: EDU 104 (Infants and Toddlers), PSY 212 (Adolescent Psychology) or PSY 213 (Child Development).	3
<b>Total Semester Credits</b>	<b>13</b>

**OFFICE:** Theatre Building, 516.572.7508

**CHAIRPERSON:** Victor H. Abravaya, Esq.,  
Victor.Abravaya@ncc.edu.

**FACULTY:** S. Berke, M. Boyle, R. Eienkel, R. Ginsburg, J. Pereira,  
P. Teng.

**TECHNICAL ASSISTANT:** E. Morrison-Darren.

**TECHNOLOGIST:** P. Fox.

**COURSES OFFERED:** Dance (DAN), Theatre (THR).

The Department of Theatre and Dance is committed to academic excellence, offering undergraduate courses of study that will prepare students for transfer to four-year baccalaureate programs or conservatory programs. Our classes have a low student-to-faculty ratio, which allows for more personal attention in the classroom. Students have the opportunity to gain expertise in all of the fundamental areas of Theatre and Dance through an integrated program of study in a liberal arts context. Courses offered by the Department of Theatre and Dance may be used as Humanities or General Elective Credit. Specific courses serve as NCC and/or SUNY General Education Requirements. DAN 126 (Introduction to Modern Dance) may be used as a Physical Education activity elective. Students who wish to pursue the study of Acting, Dance, or Technical Theatre at the baccalaureate level should see departmental advisors.

The Department of Theatre and Dance offers discrete Associate in Arts degree programs in Acting, Dance, and Theatre.

**A.A. Acting:** In addition to Liberal Arts requirements, Acting degree students must successfully complete the Acting sequence: Acting I-IV, Theatre History I-II, Movement for the Actor I-II, Movement for Musical Theatre, Voice for Stage, a four-course sequence in Production & Performance, and ENG 300 (Shakespeare on Stage and Page).

**A.A. Dance:** In addition to Liberal Arts requirements, Dance degree students must successfully complete the Dance sequence: Dance History, Dance Technique I-IV (Modern Dance/Ballet), Dance Concepts I-II (Choreography), a Modern Dance sequence consisting of Introduction to Modern Dance, and Modern Dance I-II, and a four-course sequence in Rehearsal & Performance.

**A.A. Technical Theatre:** In addition to Liberal Arts requirements, Technical Theatre degree students must successfully complete the Technical Theatre sequence: Theatre History I-II, Stagecraft, Technical Production, Lighting Design, Scene Design, and a four-course sequence in Production & Performance.

**Production Program:** The Theatre/Dance Department's extensive open-to-the-public Production Program includes a Major Musical, a Children's Musical, a Dance Concert, a joint production with the Africana Studies Department, and numerous other plays and musicals. Auditions for these productions are open to all students enrolled in a minimum of six credits at the College. The Production Program serves as a closely supervised laboratory for the Department's Acting, Dance, and Technical Theatre academic courses, and as an effective mechanism for taking education beyond the walls of the classroom.

**Acting (A.A.)**—In addition to Liberal Arts requirements, Acting degree students must successfully complete the Acting sequence: Acting I-IV, Theatre History I-II, Movement for the Actor I-II, Movement for Musical Theatre, Voice for Stage, a four-course sequence in Production & Performance, and ENG 300 (Shakespeare on Stage and Page).

Course Descriptions: Online or PDF

**ACTING  
A.A. Program  
Hegis Code: 5610**

**Total Credits: 66-68**

First Semester	Credits
THR 101 Introduction to Theatre History I	3
THR 103 Acting I	3
THR 110 Movement for Theatre	1
THR 115 Production and Performance	1
THR 120 Voice for Stage	1
DAN 126 Introduction to Modern Dance	1
ENG 101 Composition I	3
MAT Elective	3-4
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
THR 104 Acting II	3
THR 116 Production and Performance	1
THR 201 Introduction to Theatre History II	3
THR 119 Movement for Theatre II	1
PED 622 Circus Arts or PED Elective	1
ENG 102 Composition II	3
MAT or CSC Elective	3-4
DAN 109 Movement for Musical Theatre	1
<b>Total Semester Credits</b>	<b>16-17</b>
Third Semester	Credits
THR 207 Acting III	3

THR 215 Production and Performance	1
ENG Elective or COM Arts Elective	3
Laboratory Science Elective	4
PSY 203 Introduction to Psychology	3
SOC SCI Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
Fourth Semester	Credits
THR 208 Acting IV	3
THR 216 Production and Performance	1
ENG 300 Shakespeare on Stage and Page	3
Laboratory Science Electives	4
Social Science Electives <sup>1</sup>	6
<b>Total Semester Credits</b>	<b>17</b>
<p><sup>1</sup> At least one course must be in History and one course must satisfy either Global Awareness and Non-Western Cultures or Pluralism and Diversity. In some instances, a single course may satisfy more than one category.</p>	

**Dance (A.A.)**—In addition to Liberal Arts requirements, Dance degree students must successfully complete the Dance sequence: Dance History, Dance Technique I-IV (Modern Dance/Ballet), Dance Concepts I-II (Choreography), a Modern Dance sequence consisting of Introduction to Modern Dance, and Modern Dance I-II, and a four-course sequence in Rehearsal & Performance.

Course Descriptions: Online or PDF

**Dance**  
**A.A. Program**  
**Hegis Code: 5610**

**Total Credits: 68-71**

<b>First Semester</b>	<b>Credits</b>
DAN 101 Dance in 20th Century	3
DAN 126 Introduction to Modern Dance	1
DAN 129 Rehearsal and Performance	1
DAN 140 Elementary Modern Dance Technique and Ballet	3
ENG 101 Composition I	3
MAT Elective	3-4
SOC SCI Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
<b>Second Semester</b>	<b>Credits</b>
DAN 105 Dance Concepts I	2
DAN 127 Modern Dance I	2
DAN 130 Rehearsal and Performance	1
DAN 141 Elementary Modern Dance Techniques and Ballet	3
ENG 102 Composition II	3
MAT or CSC Elective	3-4
Social Science Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
<b>Third Semester</b>	<b>Credits</b>
COM Arts Elective	3
DAN 131 Rehearsal and Performance	1
DAN 240 Intermediate Modern Dance Techniques and Ballet	3
Laboratory Science Elective	4

Social Science Elective <sup>1</sup>	3
Social Science Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17</b>
<b>Fourth Semester</b>	<b>Credits</b>
DAN 106 Dance Concepts II	2
DAN 128 Modern Dance II	2
DAN 132 Rehearsal and Performance	1
DAN 241 Intermediate Modern Dance Techniques and Ballet	3
General Elective	3
Literature Elective	3
Non-Lab or LAB SCI Elective	3-4
<b>Total Semester Credits</b>	<b>17-18</b>
1 At least one course must be in History and two courses must satisfy two of the following: Western Heritage, Global Awareness and Non-Western Cultures or Pluralism and Diversity. In some instances, a single course may satisfy more than one category.	

**Technical Theatre (A.A.)**—In addition to Liberal Arts requirements, Technical Theatre degree students must successfully complete the Technical Theatre sequence: Theatre History I-II, Stagecraft, Technical Production, Lighting Design, Scene Design, and a four-course sequence in Production & Performance.

Course Descriptions: Online or PDF

**Technical Theatre**

**A.A. Program**

**Hegis Code: 5610**

**Total Credits: 67-70**

First Semester	Credits
THR 101 Introduction to Theatre History I	3
THR 107 Stagecraft	3
THR 115 Production and Performance	1
ENG 101 Composition I	3
MAT Elective	3-4
Social Science Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>16-17</b>
Second Semester	Credits
THR 108 Technical Production	3
THR 116 Production and Performance	1
THR 201 Introduction to Theatre History II	3
ENG 102 Composition II	3
MAT or CSC Elective	3-4
PED Activity Elective(s)	1
Social Science Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17-18</b>
Third Semester	Credits
THR 202 Lighting Design	3
THR 215 Production and Performance	1
General Elective	3
COM Arts Elective	3
Laboratory Science Elective	4
Social Science Elective <sup>1</sup>	3
<b>Total Semester Credits</b>	<b>17</b>

Fourth Semester	Credits
THR 203 Scene Design	3
THR 216 Production and Performance	1
Literature Elective	3
Non-Lab or LAB SCI Elective	3-4
Social Science Elective <sup>1</sup>	3
General Elective	3
PED Activity Elective(s)	1
<b>Total Semester Credits</b>	<b>17-18</b>

<sup>1</sup> At least one course must be in History and one course must satisfy either Global Awareness and Non-Western Cultures or Pluralism and Diversity. In some instances, a single course may satisfy more than one category.

# Administrative Business Tech

## ABT

### ABT 100 - Fundamentals of Keyboarding

**Description:** Introductory keyboarding course using Microsoft Word. Emphasis is placed on learning the keyboard reaches and developing speed and accuracy. Instruction will include the formatting and keying of letters, memorandums, and reports. The following features will be presented: enhancing text, placing and aligning text, using writing tools, managing files, and printing documents. In addition, timed writings will be given to improve speed and accuracy development. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 102 - College Keyboarding

**Prerequisites:** ABT 100 or permission of the Chairperson.

**Description:** Fundamentals of skill building using Microsoft Word. Application of basic skills in the production of letters, envelopes, memos, outlines, reports, agendas, minutes, resumes, and tables. Emphasis is placed on the following features: processing text, formatting characters, placing and aligning text, using writing tools, managing files, and printing documents. In addition, timed writings will be given to improve speed and accuracy development. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 105 - Executive Workshop

**Prerequisites:** ABT 109 or permission of the Chair.

**Description:** A course to consolidate and reaffirm previously acquired office skills, to prepare business documents, and to acquaint the students with a wide range of office activities and procedures. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring (even years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 107 - Machine Transcription I

**Description:** This course is designed to develop competency in transcribing letters, memoranda, and other types of written communications using transcription equipment. Language arts skills are reinforced. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall (even years), Spring (odd years)

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 109 - Word Processing Applications I

**Prerequisites:** ABT 102 or permission of the Chairperson.

**Description:** Development of word processing and office automation skills using Microsoft Word. Emphasis is placed on the following features: paragraph formatting, page numbering, footnotes/endnotes, headers/footers, styles and templates, find and replace, outline, columns, tables, and draw. In addition, timed writings will be given to improve speed and accuracy development. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 110 - Word Processing Applications II

**Prerequisites:** ABT 109 or permission of the Chairperson.

**Description:** This course continues the development of word processing and office automation skills using Microsoft Office. Students will prepare a wide variety of business documents. Emphasis is placed on the following features of Word: borders, columns, customizing default settings, forms, graphics, macros, merge, outline, advanced replace features, shading, special characters, styles, tables, templates, and watermarks. Students will also prepare basic spreadsheets to incorporate into routine business documents. In addition, timed writings will be given to improve speed and accuracy development. (2 lecture, 2 laboratory hours) laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 113 - Word Processing Basics

**Description:** This course introduces students to the basics of word processing using state-of-the-art software. Students will receive

instruction in creating, editing, and formatting letters, reports, and a variety of other documents. This course is nontransferable. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 114 - Presentation Software Basics

**Description:** This course introduces students to the basics of presentation software using state-of-the-art software. Students receive instruction in inputting, editing, and formatting presentations. This course is non-transferable. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 115 - Spreadsheet Basics

**Description:** This course introduces students to the basics of spreadsheets using state-of-the-art software. Students will receive instruction in retrieving data, editing, and formatting spreadsheets to be incorporated into a variety of documents. This course is non-transferable.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 116 - Database Basics

**Description:** This course introduces students to the basics of databases using state-of-the-art software. Students will receive instruction in retrieving data, editing, and formatting databases to be incorporated into a variety of documents. This course is non-transferable. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 1

**Department:** Administrative Business Tech

### ABT 119 - Word Processing Applications III

**Prerequisites:** ABT 110 or permission of the Chairperson.

**Description:** Using Microsoft Office, this course integrates word processing, spreadsheets, databases, and presentation applications. Through office-support simulation projects, students will share information between applications by copying, linking, and embedding data from a source application into a destination application. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 120 - Office Tech Desktop Publishing**

**Description:** This course introduces the application of desktop publishing and computer graphics. Students design, edit, and produce high quality documents using Adobe InDesign Software (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 127 - Legal Office Procedures I**

**Description:** Introduction to litigation documents: procedures for preparing summonses, complaints, answers, counterclaims, affidavits, bills of particulars, replies, verifications, and judgments.

Discussion of New York State and Federal court systems. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring (even years)

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 128 - Legal Office Procedures II**

**Prerequisites:** ABT 127 or permission of the Chairperson.

**Description:** Introduction to the procedure for preparing non-litigation documents, including contracts, powers of attorney, wills, and real estate papers. Discussion of probate, appeals, and motion practice. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall (odd years), Spring (odd years)

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 152 - Medical Transcription**

**Prerequisites:** ABT 244 or permission of Chairperson.

**Description:** Transcription from medical dictation tapes which include letters; chart notes; histories and physicals; discharge summaries; and operative, radiology, and pathology reports. Emphasis is on comprehension of medical terminology, language arts, correct formatting, and proofreading. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 153 - Medical Coding**

**Prerequisites:** HIT 151 or permission of the Chairperson.

**Corequisites:** HIT 151 or permission of the Chairperson.

**Description:** Introduction to current medical coding and billing procedures. Students will develop an understanding of both the ICD-9-CM and CPT-4 coding systems and will be introduced to the terminology and procedures for preparing insurance claim forms. Students will apply theory through computer specific reinforcement exercises and activities. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Please contact Department for course offering

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 205 - Executive Work/Study**

**Prerequisites:** ABT 105, ABT 110 or permission of the Chairperson.

**Corequisites:** ABT 105, ABT 110 or permission of the Chairperson.

**Description:** Supervised work experience in financial and government institutions, advertising, travel, publishing, banking, and insurance giving students the opportunity to apply their classroom skills to office situations and alert them to the realities of the business environment. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring (odd years)

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 225 - Legal Workshop**

**Prerequisites:** ABT 127 or permission of the Chairperson.

**Corequisites:** ABT 127 or permission of the Chairperson.

**Description:** Legal office procedures, case management, and the litigation process. Application assignments cover the job search, filing records, preparing the court calendar, and transcribing legal letters and documents. Practice sets are assigned to reinforce and enrich litigation procedures. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 226 - Legal Work/Study**

**Prerequisites:** ABT 225 or permission of the Chairperson.

**Corequisites:** ABT 225.

**Description:** Supervised work experience in cooperation with the District Attorney's office and private law firms in Nassau County and New York City. Students are introduced to

legal office procedures through observation, study, and work. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 230 - Web Page Formatting**

**Description:** This course allows students to create, edit, manage, and maintain websites using Adobe Dreamweaver. Dreamweaver is one of the most popular webpage/website creation & management tools on the market. This course is open to all NCC students. No prerequisite.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 235 - E-Commerce for Office Professionals**

**Description:** A comprehensive introduction to electronic commerce and the Internet taken from an office worker's perspective. This course is designed to help office professionals develop the necessary skills to use the Internet effectively and to provide students with an overview of the field of electronic business and information processing. This course features hands-on exercises for students who want to know how information technologies are tied together to improve business productivity. This course is open to all NCC. No prerequisite.

(Also offered online)

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Administrative Business Tech*

### **ABT 244 - Business Writing**

**Prerequisites:** ENG 101.

**Description:** An introduction to the principles of writing business correspondence. Emphasis on composing and editing business documents, including letters, memos, e-mail messages, and reports. Language arts skills are reinforced.

(3 lecture, 2 laboratory hours) Laboratory fee applies. (Also offered online).

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 4

*Department: Administrative Business Tech*

### **ABT 245 - Administrative Management**

**Description:** The study of managerial functions and theory. Special attention is given to issues facing office managers including the analysis of technology, office design implementation, personnel practices and concerns, and overall management of people,

procedures, and equipment. (Also offered online).

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 254 - Medical Workshop

**Description:** Front office and administrative procedures for the medical office: reports, filing, telephone techniques, human relations, and office management. Patient information, procedure and diagnostic codes, claim centers and service facilities, and billing information are presented using Medical Manager software. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### ABT 255 - Medical Work/Study

**Prerequisites:** ABT 254 or permission of the Chairperson.

**Description:** Supervised work experience in cooperation with selected hospitals, doctors, offices, and research institutions. Students are introduced to medical procedures through observation, study, and work. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

## Accounting

### ACC

#### ACC 101 - Accounting I

**Prerequisites:** A student with two or more remedial requirements cannot take this course.

**Description:** This course is an introduction to financial statements, analysis of the statements, and accounting concepts and theories for service and merchandising entities. Other topics include cash, receivables, inventory, and current liabilities.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 102 - Accounting II

**Prerequisites:** ACC 101 with a grade of C or better

**Description:** This course is an introduction to accounting concepts and theories for corporations and manufacturing entities. The

course focuses on accounting concepts for non-current assets and long term liabilities. It also includes financial statement analysis as well as specific accounting concepts relating to statement of cash flows and cost accounting.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 104 - Managerial Accounting

**Prerequisites:** ACC 101 with a grade of C or better.

**Description:** This course is an introduction to the concepts of Managerial Accounting and their application in today's business environment. The course presents managerial tools and their uses in decision making within manufacturing, merchandising and service entities. It also emphasizes specific managerial uses of the accounting information within the entity.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Summer

**Credit Hours:** 4

**Department:** Accounting and Business Admin

#### ACC 125 - Computerized Accounting

**Description:** An introductory course providing students with accounting knowledge incorporating accounting software programs such as Peachtree, QuickBooks and other similar commercial software packages.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Accounting and Business Admin

#### ACC 201 - Intermediate Accounting I

**Prerequisites:** ACC 101 and ACC 102 with grade of C or better in each course.

**Description:** This course examines the theory and concepts of financial accounting as expressed by authoritative pronouncements of the Financial Accounting Standards Board and the Accounting Principles Board. The course provides a review of the accounting cycle and focuses on the financial reporting which includes the preparation and analysis of the balance sheet, the income statement, and the statement of changes in stockholder's equity. The course also provides an introduction to the other aspects of financial reporting and analysis. Additional topics covered include specific accounting concepts relating to current assets, plant assets, intangibles, revenue recognition, and the time value of money.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 202 - Intermediate Accounting II

**Prerequisites:** ACC 201 with a grade of C or better.

**Description:** This course continues to examine the theory and concepts of financial accounting as expressed by authoritative pronouncements of the Financial Accounting Standards Board and the Accounting Principles Board. The course focuses on the preparation and analysis of the statement of cash flows and specific accounting concepts relating to non-current assets, current and long-term liabilities, accounting for income taxes, leases, and post employment benefits. Additional topics covered include contingencies, contributed capital, accounting changes and errors, and earnings per share.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 203 - Federal Income Taxes

**Prerequisites:** ACC 101 with a grade of C or better.

**Description:** Federal income tax laws and filing requirements as applied to the preparation of individual and sole proprietorship returns including all related schedules. Introduction to tax planning. This course should not be taken by those intending to take the C.P.A. examination. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 206 - Payroll Systems and New York State Taxes

**Description:** A course providing the underlying concepts, theories, and procedures for payroll systems, payroll record keeping, and employers' payroll requirements for filing N.Y.S. and N.Y.C. payroll taxes. N.Y.S. tax law as applied to the preparation of individual, unincorporated and franchise returns. N.Y.S. sales tax law and preparation of sales tax returns. Tax planning and researching tax problems. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### ACC 208 - Cost Accounting

**Prerequisites:** ACC 101 and ACC 102 with a grade of C or better.

**Description:** This course examines the uses of accounting information by management in planning and controlling operations, for

inventory evaluation and profit determination, and for making both short and long term decisions. A detailed examination is made of job order process and standard cost systems used in recording costs. The various types of quantitative tools used by management in making business decisions are studied. Not offered every semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 4

**Department:** Accounting and Business Admin

## Africana Studies

### AFR

#### AFR 100 - African Art and Culture

**Description:** History of African Art, from antiquity to present, in relation to the cultures which produced the art. Examination of representative African forms. West, East, and Central Africa. Introduction to historic African crafts, costume, and music.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 110 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with DAN 117) This is the first course in the AFR 110- AFR 111 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Africana Studies

#### AFR 111 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with DAN 118) This is the second course in the AFR 110- AFR 111 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Africana Studies

#### AFR 112 - A Survey of the Art of African American Dancers and Choreographers

**Description:** (Dual listed with DAN 125) An introduction to the contributions of African American creative and performing artists to the development of social and theatrical dance

in America. Classroom demonstrations by representative artists and field trips to dance concerts are part of the curriculum.

SUNY GEN ED GHUM, GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 113 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with DAN 217) This is the first course in the AFR 113 - AFR 114 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Africana Studies

#### AFR 114 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with DAN 218) This is the second course in the AFR 113 - AFR 114 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Africana Studies

#### AFR 130 - African American Literature I

**Prerequisites:** ENG 101 and ENG 102 or ENG 109

**Description:** (Dual listed with ENG 207) This course covers development of African American literature from early slave narratives and folklore following the advent of the trans-Atlantic slave trade through the Revolutionary, pre- and post-Civil War periods, to the major literary flowering of the 1920s Harlem Renaissance. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-

HUM, LIT, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 131 - African American Literature II

**Prerequisites:** AFR 130 or ENG 207 or permission of the Africana Studies Department.

**Description:** (Dual listed with ENG 208) Intellectual currents in African American literature, from the period of the 1930s to contemporary themes and representative authors.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 140 - African American History I

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with HIS 176)

A survey of the African American experience in the New World, from the advent of the African slave trade to the Civil War and the Reconstruction Era. Emphasis centers on the African background, the cultural heritage of the African Americans, slavery and a legacy of racial discrimination.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 141 - African American History II

**Prerequisites:** AFR 140 or permission of Chairperson, completion of RDG 001

**Description:** (Dual listed with HIS 177)

A survey of the African American experience since the Reconstruction Era to the post-World War II period and the current scene. Emphasis centers on the Civil Rights Movement, the Harlem Renaissance, the Black Revolution and the philosophies of Dr. Martin Luther King, Jr., Malcolm X, Jesse Jackson, Angela Davis, Cynthia Boston, Willie McGee and the "exiled" leaders of the contemporary scene.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 142 - History of African Civilization

**Description:** The course concentrates on the traditional African ways of life and the African responses, political and cultural, to the colonial experience.

SUNY GEN ED- GOWC, GSBS; NCC GEN ED-SBS, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Africana Studies

#### AFR 143 - History of Contemporary Africa

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Dual listed with HIS 110)

The study of African independence movements; discussion of the problems of post-independent Africa, such as nation building, strategies of development, education,

pan-Africanism; and problems of democracy in southern Africa.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-SBS, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 150 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 129) This is the first course in the AFR 150-151 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 151 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 130) This is the second course in the AFR 150 - AFR 151 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble performances. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 152 - Perspective of Jazz**

**Description:** (Dual listed with MUS 207) This course is designed to explore the inception and evolution of jazz, its styles and influence on other musical types. Included is the heritage of the African American: i.e., spirituals, work songs, blues, with emphasis on characteristics of African music.

SUNY GEN ED-GART, GHUM; NCC GEN ED-PLDI, HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 153 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 229) Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 154 - African American Choral Ensemble**

**Description:** (Dual listed with MUS 229 - MUS 230)

Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 155 - African American Music**

**Description:** (Dual listed with MUS 205) In addition to an evaluation of the basic musical materials of African American music and its effects on other music forms, an historical/philosophical/political analysis and survey are also included.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM, PLDI, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 170 - Black Social Philosophy**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course. (Dual listed with PHI 108)

**Description:** An examination of the social philosophy of thinkers such as Du Bois, Garvey, King and Fanon. Particular attention is paid to oppression and the struggle for self-identity. The ideals of freedom, equality, justice and community are carefully considered.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 185 - African American Culture**

**Description:** (Dual listed with SOC 214) A comprehensive survey of the various aspects of the lives, life-styles, values, art forms and social impacts of the African American. The course includes the varying lifestyles at different socioeconomic levels; speech patterns; the role of the church as a religious, historical, political and recreational institution; African American cultural patterns; and the influence of Africa.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 186 - The African American Family**

**Prerequisites:** SOC 201 or ANT 203, or permission of instructor.

**Description:** (Dual listed with SOC 219) Sociological approaches to the African American family. Topics include interactions with public and social institutions, male/female relationships, state of the extended family, identity as a socialization agent, courtship, sex patterns and roles, health and economic issues, alternative life styles, the Black male as an "endangered species," and the effects of public policy on the Black family.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 190 - Introduction to Black Theatre in America**

**Description:** (Dual listed with THR 102) An introduction to the literature and artists of the contemporary African American theatre. The course includes representative playwrights, actors and technicians as speakers in the class and field trips to theatre productions. Students have the opportunity to work in at least one production per semester, selected from contemporary African American drama which may, whenever possible, be performed in the community.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 191 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 117) Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 192 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 118) Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 193 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 217)  
Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 194 - African American Theatre Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with THR 218)  
Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 1

**Department:** *Africana Studies*

### **AFR 197 - Communications in Black America**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** (Dual listed with COM 130)  
A study of how oral communication functions in various relationships. Emphasis on discussion, group exercises, role playing. The role of oral communication in the Black experience.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 200 - History of the Black Woman**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with HIS 178)  
A historical examination of the image, role and treatment of the Black Woman in America from the Age of Slavery to the advent of the feminist movement and the contemporary scene. Emphasis centers on the burdens of racism, sexism, single-parent motherhood, welfare, Black female and male relationships, sterilization, the Black family and the issues of Black Women's liberation, women's lib and the ERA amendment.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS, WESH, PLDI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 201 - History of the Black Woman in America II**

**Prerequisites:** HIS 178 or AFR 200 or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** A historical continuation of the History of the Black Woman, from 1900 to the Post World War II Era, the decade of the 1990's and the contemporary scene. Emphasis centers on her problems, roles and experiences in America, her changing role in the workplace, church, professions and society and the current Black Feminist Thought in the New Black Feminist Movement.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS, WESH, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Africana Studies*

### **AFR 203 - The Afro-Caribbean World**

**Prerequisites:** AFR 140, HIS 176, HIS 220 or permission of Instructor, completion of RDG 001.

**Description:** (Dual listed with HIS 221)  
A historical presentation of the African experience in the Caribbean nations of Cuba, Bahamas, Haiti, Dominican Republic, Jamaica, Puerto Rico, and the nations of the Lesser Antilles, Trinidad and Tobago. Emphasis centers on the impact and effects of African slavery in the Caribbean, African contributions to the region, its cultural roots in Caribbean society, and the contemporary problems in the Caribbean today.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-GLNW, WESH, PLDI, SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Africana Studies*

## Allied Health Sciences

### AHS

#### **AHS 100 - CPR and Basic Cardiac Life Support**

**Description:** (Dual listed with PED 640)  
This course is designed to teach Cardiopulmonary Resuscitation (CPR) and Basic Life Support to individuals entering the various service professions (police, fire), health professionals and professionals who are activity-oriented (recreation, lifeguard), etc. Basic procedures are covered in full. Successful completion of the course meets all requirements for the American Red Cross and Heart Association "course completion card." It cannot be used to fulfill Physical Education requirement for graduation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 1

**Department:** *Allied Health Sciences*

#### **AHS 101 - Introduction to Allied Health Science**

**Description:** An introductory course designed to provide the student with basic knowledge and skills common to a variety of Allied Health Sciences. Medical terminology; the hospital: organization, specialized services and personnel; the nature, cause, diagnosis and treatment of disease; medical-legal considerations; aseptic principles and emergency care.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

#### **AHS 102 - Introduction to Physical Therapy**

**Description:** An introductory course designed for students who are planning to become physical therapists. Topics include: the training and role of health care workers in physical therapy, an introduction to physical therapy techniques, and ethical and medical-legal aspect of practice.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 2

**Department:** *Allied Health Sciences*

#### **AHS 103 - Fundamentals of Pharmacology**

**Description:** The action and usage of commonly used drugs and solutions and the methods by which they are administered. In addition, a general orientation to the mathematics involved in the computation of drug dosages and solution composition.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

#### **AHS 104 - Fundamentals of Pharmacology and Therapeutics for Respiratory Care**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 311 and CHE 131.

**Description:** An introduction to general principles of pharmacology, with an emphasis on agents used in the treatment of diseases of the cardio-respiratory systems. Also treated are principles of patient assessment, aerosol medication delivery systems, hyperinflation therapy, and associated equipment and techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Spring Only

**Credit Hours:** 3

**Department:** *Allied Health Sciences*

#### **AHS 105 - Integrated Basic Science**

**Description:** An integrated science course focusing on application of scientific principles in paramedical areas. Topics of study include fundamentals of chemistry, anatomy and physiology, and microbiology as they pertain to the clinical field.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 111 - Respiratory Care I Lecture**

**Corequisites:** AHS 101, AHS 131, AHS 311 and CHE 131

**Description:** An examination of cardiopulmonary anatomy from the perspective of the respiratory therapist. The course begins with an overview of the chemical basis of structure, then concentrates on the structure and function of the cardiopulmonary system. Topics of study include cellular structure of the lung, structure of the conducting and respiratory areas of the lung, and functional anatomy of the cardiovascular system. (3 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 112 - Respiratory Care II Lecture**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 311 and CHE 131

**Corequisites:** AHS 103, AHS 132, AHS 312 and CHE 132

**Description:** An examination of the physiology of the cardiopulmonary system from the perspective of the respiratory therapist. Although the course concentrates primarily on the function of the pulmonary system, detailed attention is also given to the functional relationship between the cardiac and pulmonary systems. Topics of study include oxygen and carbon dioxide transport, blood acid-base balance, cellular respiration, pulmonary and systemic circulation, and functional changes to the cardiopulmonary systems caused by other organ systems. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 113 - Respiratory Care III Lecture**

**Prerequisites:** AHS 212

**Corequisites:** AHS 314 and AHS 413

**Description:** A study of pulmonary pathology from the perspective of the respiratory therapist. The course covers diseases of

the pulmonary system concentrating on such topics as restrictive and obstructive diseases. The student learns disease etiology, epidemiology, physiologic abnormalities, clinical features, and the treatment of each disease. The course includes an introduction to problem-based learning and critical diagnostic thinking in respiratory care. Examples of diseases covered include emphysema, asthma, pneumonia, bronchitis, and pulmonary edema. (2 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 114 - Respiratory Care IV Lecture**

**Prerequisites:** AHS 113, AHS 314, AHS 413.

**Corequisites:** AHS 214 and AHS 414

**Description:** A study of cardiovascular pathology and pathology of related organ systems from the perspective of the respiratory therapist. The course covers diseases of the cardiovascular system but also includes diseases of other related organ systems such as the digestive, nervous, intestinal, endocrine, and renal systems. The student learns disease etiology, epidemiology, physiologic abnormalities, clinical features, and the treatment of each disease. The course builds upon the concepts of problem-based learning and critical diagnostic thinking in respiratory care. Examples of diseases covered include stroke, encephalopathy, trauma, carcinoma, heart diseases, liver diseases, diabetes, HIV/AIDS, and renal diseases. (2 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 121 - Surgical Technology I**

**Description:** Orientation to hospital organization, administration, and physical structure, with concentration on surgical areas. Interpersonal relationships, stressing patient welfare and the "surgical team" concept. Introduction to medical terminology and microbiology. Emphasis on development of knowledge and skills relating to principles and practices of sterilization, aseptic techniques, surgical instruments and supplies, pneumatic and electrical equipment; electrosurgical, cryosurgical, and laser techniques. Selected laboratory and clinical experience. (4 lecture, 3 laboratory hours) Laboratory fees apply. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 122 - Surgical Technology II**

**Prerequisites:** AHS 121

**Description:** Development of knowledge and skills required of a "scrub" assistant, knowledge and understanding of "circulating" duties, procedures of patient preparation, basic operative procedure, reporting and recording operative data, radiological and endoscopic procedures; principles of anesthesia and related safety measures; techniques of catheterization and plaster application. Selected laboratory and clinical experience. (4 lecture, 6 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 6

**Department:** Allied Health Sciences

### **AHS 123 - Surgical Technology III**

**Prerequisites:** AHS 122

**Description:** Orientation to specific surgical specialties including hernia surgery, surgery of the gastrointestinal tract, surgery of the gall bladder, pancreas, liver and spleen and gynecologic and obstetric surgery, with related surgical anatomy pathophysiology and specialty instrumentation. Relevant ethical and legal considerations. Selected clinical experience in the hospital setting includes exposure to PACU and Ambulatory Surgery Centers as well as correlated participation as scrub assistant and assisting with circulating duties under supervision. (4 lecture, 12 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 8

**Department:** Allied Health Sciences

### **AHS 124 - Surgical Technology IV**

**Prerequisites:** AHS 123

**Description:** General orientation to specific surgical specialties including genitourinary, plastic, head and neck, orthopedic, otologic, ophthalmic, neurologic, thoracic, peripheral vascular and cardiovascular surgery, with related surgical anatomy, pathophysiology and special instrumentation. Relevant ethical and legal considerations. Selected clinical experience in the hospital setting includes exposure to the Endoscopy Unit, Central Supply and Delivery Room as well as correlated participation as scrub assistant, and assisting with circulating duties under supervision. (4 lecture, 12 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 8

**Department:** Allied Health Sciences

**AHS 131 - Anatomy and Physiology I**

**Description:** The study of cell structure and function, tissue, skeleton, muscular system, nervous system, and special senses. Required of all students in Physical Therapist Assisting, Surgical Technology, Medical Laboratory Technology, Respiratory Care, Nursing, Radiologic Technology and Radiation Therapy. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Allied Health Sciences

**AHS 132 - Anatomy and Physiology II**

**Prerequisites:** A minimum grade of C in AHS 131

**Description:** The study of blood, lymph, reticuloendothelial, cardiovascular, respiratory, digestive, urogenital, and endocrine systems. (Continuation of AHS 131 and required of the same students.) (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Allied Health Sciences

**AHS 133 - Radiation Biology**

**Prerequisites:** AHS 131, AHS 132

**Description:** Cell structure and function. Biological effects of radiation on normal and abnormal cells. Differential sensitivity of tissues; acute and late reactions. Clinical application and use of radiosensitizers, chemotherapeutic agents, combined therapies, and hyperthermia.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

**AHS 134 - Applied Radiation Physics I**

**Prerequisites:** AHS 168

**Description:** Physical specifications of various treatment units. Beam characteristics, half value layers, radioactive decay. Radiation units of measurement, radioactive half life, and application of radionuclides.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

**AHS 135 - Applied Radiation Physics II**

**Prerequisites:** AHS 134

**Description:** Interaction of ionizing radiation with matter. Dose calculations, multiple field techniques and therapeutic use of particulate

radiation. Emphasis on principles of treatment planning, comparison of manual and computer treatment plans, fixed field and moving beam techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

**AHS 151 - Physical Therapist Assistant I**

**Corequisites:** AHS 234

**Description:** Majors only co-requisite AHS 234. The first of eight sequential courses in the Physical Therapist Assistant Program. The lecture includes an introduction to physical therapy, the Physical Therapy Department and the role of the physical therapist assistant, acute care, and pathology. The laboratory includes vital signs, sterile technique, bandaging and taping, body mechanics, transfers, gait training and activities of daily living (3 lecture, 3 laboratory, 3 practice laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Allied Health Sciences

**AHS 152 - Physical Therapist Assistant II**

**Prerequisites:** AHS 151, AHS 234.

**Description:** The lecture includes orthopedic and neurological conditions requiring physical therapy. The laboratory is an introduction to exercise including passive, active assistive, active resistive and progressive resistive range of motion, stretching, goniometry, and exercise equipment. Clinical application of skills occurs in a local facility. (6 lecture hours, 3 laboratory hours, 3 practice laboratory, 3 clinic hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 7

**Department:** Allied Health Sciences

**AHS 153 - Physical Therapist Assistant III**

**Prerequisites:** AHS 154

**Corequisites:** AHS 155

**Description:** This course includes the physiological basis and application of physical therapy modalities of heat, cold, light, water, mechanics and massage. Physical therapy treatments for patients with cardio-respiratory and integumentary impairments are included. (3 lecture, 3 laboratory, 3 practice laboratory hours.) Laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

**AHS 154 - Physical Therapist Assistant IV**

**Prerequisites:** AHS 152

**Description:** The lecture includes principles and uses of medical physics, modalities of electricity along with physiological principles, indications, contraindications and precautions. The laboratory consists of the proficient application of these modalities used to alleviate pain, swelling and weakness. (8 lecture, 4 laboratory, 4 practice laboratory hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Summer

**Credit Hours:** 3

**Department:** Allied Health Sciences

**AHS 155 - Physical Therapist Assistant V**

**Prerequisites:** AHS 154

**Corequisites:** AHS 153

**Description:** The lecture includes current issues and practices in physical therapy. The laboratory involves regionally designed exercises and advanced therapeutic exercise techniques for a variety of patients. One day per week is spent in the clinic. (3 lecture, 3 laboratory, 3 practice laboratory, 8 clinic hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Allied Health Sciences

**AHS 156 - Physical Therapist Assistant VI**

**Prerequisites:** AHS 155

**Description:** Topics include physical treatment for pediatrics, the neurologically impaired adult and patients with amputations. (8 lecture, 6 laboratory, 6 practice laboratory hours.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Allied Health Sciences

**AHS 157 - Clinical Affiliation I**

**Prerequisites:** AHS 156 with concurrency

**Description:** Full-time clinical practice as a physical therapist assistant student in physical therapy settings is required including: sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. (40 hours per week/6 weeks.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 158 - Clinical Affiliation II

**Prerequisites:** AHS 156 with concurrency.

**Description:** Full-time clinical practice as a physical therapist assistant student in two separate physical therapy settings is required including: sports medicine facilities, outpatient clinics, schools, rehabilitation centers, nursing homes, hospitals, home care, athletic teams and other health service agencies. (Summer only/40 hours per week/6 weeks.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 168 - Introduction to Treatment Planning

**Prerequisites:** AHS 261

**Description:** Fundamental principles of treatment planning, dosimetry and calculations. Concepts of radiation protection including ALARA are discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 180 - Treatment Technique

**Description:** Specific techniques for delivering care to radiation therapy patients, including shielding and immobilizing devices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall (first 5 weeks)

**Credit Hours:** 1

**Department:** Allied Health Sciences

### AHS 181 - Radiology and Topographic Anatomy

**Prerequisites:** AHS 180

**Corequisites:** AHS 261

**Description:** Identification of structures on radiographs as related to Topographical landmarks used in determining treatment ports in Radiation Therapy.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall (second 5 weeks)

**Credit Hours:** 1

**Department:** Allied Health Sciences

### AHS 182 - Quality Assurance

**Description:** Quality assurance as it applies to Radiation Therapy. Chart maintenance, identification of machine malfunction, and image quality will be discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall (third 5 weeks)

**Credit Hours:** 1

**Department:** Allied Health Sciences

### AHS 201 - Clinical Hematology

**Corequisites:** AHS 131 and CHE 131 or CHE 151.

**Description:** The study encompasses both normal and abnormal morphology and physiology of those cells and structures normally found in human blood. Relationships are drawn from hematologic manifestations occurring from other than pure hematological diseases and clinical findings are accentuated, being mutually or reciprocally related to true hematological disorders. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 4

**Department:** Allied Health Sciences

### AHS 202 - Medical Microbiology

**Prerequisites:** AHS 131, AHS 132 recommended.

**Description:** The student is given a medical view of microorganisms: their morphology and physiology. Pathogenic microorganisms, including etiology and pathology, are examined in detail as applicable to the hospital environment. The study of aseptic and antiseptic techniques involving patients, equipment and clinical areas enumerated. Practicum in obtaining pure cultures and identifying these cultures included. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Allied Health Sciences

### AHS 203 - Clinical Pathology

**Description:** This course is designed to expose students to principles of pathologic processes and disorders. Theoretical considerations will provide the necessary background to understand disease and will facilitate the application of diagnostic modalities and therapeutic interventions.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 205 - Immunohematology

**Prerequisites:** AHS 131, AHS 201 and CHE 131 or CHE 151

**Description:** Provides student of Medical Technology with the theory and practice of

blood transfusion and immunohematology.

Modern, routine blood banking techniques are emphasized, especially in the laboratory portion of the course. Detailed discussion of related aspects of blood collection, component preparation, storage, preservation, and testing for compatibility between donor and recipient as well as hazards of transfusion are presented. (3 lecture, 3 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 4

**Department:** Allied Health Sciences

### AHS 206 - Clinical Immunology

**Prerequisites:** AHS 201, AHS 202, AHS 203, AHS 205 and all prior Med. Tech. requirements.

**Corequisites:** AHS 207 and CHE 221.

**Description:** Basic Immunologic mechanisms: Antigen structure and antigenicity; antibody structure; antigen-antibody interaction: T-cell and B-cell interactions, including thymus-dependent and thymus-independent antigens; antibody production, including DNA and looping-out excision; complement; cytokines; theory of immunologic and serologic procedures and the immunologic manifestations of disease. The student will acquire the fundamental information necessary to function as a technician in a medical laboratory and/or engage in studies at the technologist level.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 207 - Clinical Internship I

**Description:** Clinical internship is offered during the spring term and is only for those laboratory technician students who are matriculated and entering the final phase of their studies. Completion of all AHS science prerequisites with a minimum grade of C is required prior to registration for AHS 207. Students are assigned to hospital or private laboratories in Nassau County and surrounding areas. Here, under Departmental supervision, students further their clinical training in selected phases of laboratory work. Lab fee applies.

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 209 - Clinical Applications of Medical Laboratory Science

**Prerequisites:** AHS 131, AHS 132, AHS 201, AHS 202, AHS 203 and AHS 205.

**Corequisites:** AHS 206, AHS 210 and CHE 221.

**Description:** Restricted to Medical Laboratory Technology Students Only. This course includes instruction and practice in various areas of the clinical laboratory. It provides a comprehensive study of hemostasis (the mechanisms of hemostasis, fibrinolysis and hemostatic control) and urinalysis (the principles of physical, chemical and microscopic fluid analyses). Fundamentals of phlebotomy are also introduced. Students practice routine diagnostic methods in these laboratory disciplines with emphasis on principles, sources of error, interpretation, and clinical correlation of results.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 210 - Clinical Internship I**

**Prerequisites:** AHS 131, AHS 132, AHS 201, AHS 202, AHS 203 and AHS 205.

**Corequisites:** AHS 206, AHS 210 and CHE 221.

**Description:** Clinical Internship is offered during the spring term and is only for those laboratory technician students who are matriculated and entering the final phase of their studies. Completion of all AHS science prerequisites with a minimum grade of C is required prior to registration for AHS 210. Students are assigned to hospital or private laboratories in Nassau County and surrounding areas. Here under Departmental supervision, students further their clinical training in selected phases of laboratory work. Through participation and practice they refine technical skills and didactic principles as they relate to the laboratory workplace. .

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 211 - Clinical Internship II**

**Prerequisites:** AHS 209 and AHS 210.

**Description:** This course is open to only those senior MLT students who have successfully completed AHS 207. Duration 15 weeks. Students assigned to area hospitals or laboratories will complete the balance of their clinical training.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Summer

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 212 - Respiratory Care Clinical I**

**Prerequisites:** AHS 313

**Description:** Comprehensive clinical practicum at an affiliating hospital. The student will practice clinically the procedures learned during AHS 311, AHS 312, AHS 313, and AHS 104. (40 clinical hours per week for 5 weeks). Registration is limited to students enrolled in the Respiratory Therapy program. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 214 - Respiratory Care Clinical IV**

**Prerequisites:** AHS 113, AHS 314 and AHS 413.

**Corequisites:** AHS 114 and AHS 414.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including medical, surgical, neonatal and pediatric intensive care, pulmonary rehabilitation and long term care as well as sleep diagnostics. This course is an "off campus" course and will afford the student respiratory therapist an opportunity, within the hospital, to apply and develop proficiencies in the technical knowledge obtained during the first four semesters of 'on campus' study. Under supervision of College faculty, the student will apply to the patient more intensive therapeutic measures involving medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care and patient assessment and evaluation with a focus on the application of critical diagnostic thinking and problem-solving skills. Additionally, many of the before-mentioned therapeutics will be applied to infants and pediatric patients. (8 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 225 - Medical Concepts and Techniques**

**Description:** The lecture includes the Medical Assistant's role in caring for patients. Discussion of functional anatomy, common disorders and diagnostic studies as they pertain to clinical medical assisting practice. Emphasis in laboratory will be on aseptic technique and standard precautions to prevent the spread of disease, diagnostic tests and common laboratory procedures. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 4

**Department:** Allied Health Sciences

### **AHS 234 - Kinesiology**

**Description:** Analysis of human motion based on anatomic, physiologic and mechanical principles. The study of typical and atypical movement patterns and manual muscle testing are included. (3 lecture, 3 laboratory, 3 practice laboratory hours). Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Allied Health Sciences

### **AHS 240 - Radiologic Technology I Lecture**

**Prerequisites:** ENG 101 and MAT Elective.

**Corequisites:** AHS 101, AHS 131 and AHS 241.

**Description:** A four week orientation lecture unit to prepare students for clinical education followed by lectures in applied physics, radiation safety, and radiographic technique. Upon successful completion of orientation unit, students will begin clinical education at an affiliating hospital. (3 lecture hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 241 - Radiologic Technology I Laboratory/ Clinic**

**Prerequisites:** ENG 101 and MAT Elective.

**Corequisites:** AHS 101, AHS 131 and AHS 240.

**Description:** A four-week laboratory orientation unit to prepare students for clinical education followed by instruction and practice in an energized x-ray laboratory to include selected routine and special radiographic examinations of the appendicular and axial skeleton using phantoms. Upon successful completion of the orientation unit, students will begin supervised clinical education at an affiliating hospital two days a week. (3 laboratory hours, 16 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 242 - Radiologic Technology II Lecture**

**Prerequisites:** AHS 101, AHS 131 and AHS 241.

**Corequisites:** AHS 132 and AHS 243.

**Description:** Lectures in radiographic quality, special radiographic techniques, electricity and x-ray circuitry. (3 lecture hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a

Spring Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 243 - Radiologic Technology II Laboratory/ Clinic

**Prerequisites:** AHS 101, AHS 131, AHS 241 and AHS 242.

**Corequisites:** AHS 132 and AHS 242.

**Description:** Instruction and practice in an energized x-ray laboratory to include selected routine and special radiographic examinations of axial skeleton using phantoms. Supervised clinical instruction and practice in an energized x-ray laboratory to include selected routine and special radiographic examinations of axial skeleton using phantoms. Supervised clinical education at an affiliating hospital two days a week. (3 laboratory hours, 16 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 5

**Department:** Allied Health Sciences

### AHS 244 - Radiologic Technology III Summer Clinical

**Prerequisites:** AHS 240, AHS 241, AHS 242 and AHS 243.

**Description:** Supervised clinical education at an affiliating hospital five days a week from June to August. (40 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 5

**Department:** Allied Health Sciences

### AHS 245 - Radiologic Technology IV Lecture

**Prerequisites:** AHS 244.

**Corequisites:** AHS 246.

**Description:** Lectures in radiation physics, radiobiology and radiation protection. (3 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 246 - Radiologic Technology IV Laboratory/ Clinic

**Prerequisites:** AHS 244.

**Corequisites:** AHS 245.

**Description:** Introduction & practice in an energized x-ray laboratory to include common procedures using contrast media. Supervised clinical education at an affiliating hospital three days a week. (3 laboratory hours, 24 clinical hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Fall Only

**Credit Hours:** 6

**Department:** Allied Health Sciences

### AHS 247 - Radiologic Technology V Lecture

**Prerequisites:** AHS 245 and AHS 246.

**Corequisites:** AHS 248.

**Description:** Lectures in medical and surgical diseases and an introduction to other imaging modalities including CT scanning. (3 lecture hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 248 - Radiologic Technology V Laboratory/ Clinic

**Prerequisites:** AHS 245 and AHS 246.

**Corequisites:** AHS 247.

**Description:** Instruction and practice in an energized x-ray laboratory to include specialized views of the skull, selected special procedures, pediatric examinations, mammography and the essentials of a quality control program; supervised clinical education at an affiliating hospital three days a week. (3 laboratory hours, 24 clinical hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 6

**Department:** Allied Health Sciences

### AHS 249 - Radiologic Technology VI Summer Clinical

**Prerequisites:** AHS 245, AHS 246, AHS 247 and AHS 248

**Description:** Five days a week, from June to August. Supervised clinical education at an affiliating hospital. (40 clinical hours per week). Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 5

**Department:** Allied Health Sciences

### AHS 261 - Radiation Therapy Lecture I

**Description:** Lectures on the rationale of using radiation therapy as a major modality in the treatment of cancer. Emphasis on the principles governing radiosensitivity and normal tissue tolerance. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 262 - Radiation Therapy Clinic I

**Corequisites:** AHS 261.

**Description:** Introduction to clinical education in radiation therapy technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (16 laboratory hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 2

**Department:** Allied Health Sciences

### AHS 263 - Radiation Therapy Lecture II

**Prerequisites:** AHS 261 and AHS 262.

**Corequisites:** AHS 264.

**Description:** Lectures on the operating principles of various types of therapy equipment; the rationale for delivering treatments on particular units; introduction to pathology. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### AHS 264 - Radiation Therapy Clinic II

**Prerequisites:** AHS 261 and AHS 262.

**Corequisites:** AHS 263

**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (16 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 2

**Department:** Allied Health Sciences

### AHS 265 - Radiation Therapy Clinic III

**Prerequisites:** AHS 263 and AHS 264.

**Description:** Clinical education at assigned affiliating hospitals. (40 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Summer

**Credit Hours:** 5

**Department:** Allied Health Sciences

### AHS 266 - Radiation Therapy Lecture III

**Prerequisites:** AHS 131, AHS 132 and AHS 263.

**Corequisites:** AHS 267

**Description:** Methods of treating cancers with radiation therapy based on anatomic site, histologic grade and normal tissue tolerance. Discussion of borders of treatment fields, dose and treatment. Emphasis on cancers of skin, head and neck, digestive and respiratory systems. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 267 - Radiation Therapy Clinic IV**

**Prerequisites:** AHS 265.

**Corequisites:** AHS 266.

**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (24 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 268 - Radiation Therapy Lecture IV**

**Prerequisites:** AHS 266.

**Corequisites:** AHS 269.

**Description:** Methods of treating cancers with Radiation Therapy based on anatomic site, histologic grade and normal tissue tolerance. Discussion of borders of treatment fields, dose and fractionation and reaction to treatment. Emphasis of cancers of central nervous system, breast, genitourinary system, and blood forming organs. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 269 - Radiation Therapy Clinic V**

**Prerequisites:** AHS 267.

**Corequisites:** AHS 268

**Description:** Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals, utilizing a variety of therapy equipment. (24 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 270 - Radiation Therapy Clinic VI**

**Prerequisites:** AHS 269.

**Description:** Clinic VI. Clinical education in Radiation Therapy Technology. Experience is obtained at one of several area hospitals. (40 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Summer

**Credit Hours:** 5

**Department:** Allied Health Sciences

### **AHS 311 - Respiratory Care I Laboratory**

**Prerequisites:** MAT as advised.

**Corequisites:** AHS 101, AHS 111, AHS 131 and CHE 131.

**Description:** Introduction to the profession of respiratory care. History and development of respiratory care. Scientific measurement, physics and chemistry as pertinent to respiratory mechanics and physiology. The use of medical gases, aerosols, and instrumentation as preparation for an understanding and implementation of therapy rationale.

Laboratory practice with respiratory care apparatus. This course includes introductory clinical exposure at local affiliating hospitals. (8 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 312 - Respiratory Care II Laboratory**

**Prerequisites:** AHS 101, AHS 111, AHS 131, AHS 311, CHE 131

**Corequisites:** AHS 104, AHS 112

**Description:** Pre or Corequisite : AHS 132, CHE 132

Introduction to mechanical ventilator therapy. Comprehensive study of all aspects of modern mechanical ventilation including terminology, classification, modes of operation, physiologic effects, clinical implementation, monitoring and troubleshooting of modern critical care devices with a focus on invasive ventilation. Laboratory practice emphasizing the set up and operation of current examples of adult mechanical ventilators. (9 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 313 - Respiratory Care III Laboratory**

**Prerequisites:** AHS 104, AHS 112, AHS 132, AHS 312 and CHE 132.

**Description:** Continuation of the study of modern mechanical ventilation with a focus on advanced ventilator techniques and interpretation of arterial blood gas results; introduction to diagnostic pulmonary function testing. Laboratory practice emphasizing the set up and operation of advanced ventilator systems as well as pulmonary function measuring instruments. (16 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 314 - Respiratory Care IV Laboratory**

**Prerequisites:** AHS 212.

**Corequisites:** AHS 113 and AHS 413.

**Description:** The comprehensive study of the techniques and procedures of airway management, weaning from mechanical ventilation, bronchial hygiene, arterial sampling and noninvasive ventilation. Topics also covered are diseases of the neonatal and pediatric patient as well as the associated respiratory care equipment and treatment modalities and an introduction to home care, long term care, and pulmonary rehabilitation. Laboratory practice with respiratory care equipment and role playing in problem-solving situations. (8 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Allied Health Sciences

### **AHS 413 - Respiratory Care III Clinical II**

**Prerequisites:** AHS 212.

**Corequisites:** AHS 113 and AHS 314.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including experience in medical and surgical intensive care, physical assessment, patient evaluation and nursing arts in the acute care hospital setting, pulmonary function testing and respiratory care in the subacute care setting. This course is an 'off campus' course and will afford the student respiratory therapist an opportunity within the hospital to apply and develop proficiencies in the technical knowledge obtained during the first three semesters of 'on campus' study. Under supervision of College faculty, the student will apply to the patient such therapeutics as medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care, and diagnostic pulmonary function testing as well as physical assessment and evaluation techniques. (8 clinical hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

. Fall Only

**Credit Hours:** 2

**Department:** Allied Health Sciences

### **AHS 414 - Respiratory Care IV Clinical**

**Prerequisites:** AHS 113, AHS 314 and AHS 413.

**Corequisites:** AHS 114 and AHS 214.

**Description:** Comprehensive clinical experiences in multiple clinical rotations including medical, surgical, neonatal and pediatric intensive care, pulmonary rehabilitation, and long term care as well

as sleep diagnostics. This course is an "off campus" course and will afford the student respiratory therapist an opportunity, within the hospital, to apply and develop proficiencies in the technical knowledge obtained during the first four semesters of "on campus" study. Under supervision of College faculty, the student will apply to the patient more intensive therapeutic measures involving medical gas therapy, aerosol therapy, mechanical ventilation, artificial airways, and airway care and patient assessment and evaluation with a focus on the application of critical diagnostic thinking and problem solving skills. Additionally, many of the before mentioned therapeutics will be applied to infants and pediatric patients. (12 clinical hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Spring Only

**Credit Hours:** 3

**Department:** Allied Health Sciences

## Anthropology

### ANT

#### ANT 203 - General Anthropology

**Description:** The major problems, methods and findings of physical and cultural anthropology. Topics include: primate field studies, human origins, evolutionary processes, human variation, development of culture among early humans, interaction of nature, culture and society.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

#### ANT 204 - Cultural Anthropology

**Description:** Explores cultures holistically in preindustrial and non-Western and Western societies. Topics include: ecology and environment, economic organization, kinship and marriage patterns, political organization, social structure, religious organization, rituals, ideas, values and world view. Other topics are culture contact, technological development, and culture change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS,  
PLDI, GLNW

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

#### ANT 205 - Women and Men in Cross-Cultural Perspective

**Prerequisites:** SOC 201 or ANT 203 or permission of instructor.

**Description:** This course uses anthropological studies to understand women and men in different cultures around the world. Gender differences are explored from a cross-cultural perspective in relation to such topics as: kinship, work, power relations, religious beliefs, sexuality, life cycle, roles and status.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI,  
SBS, GLNW

Offered: On Occassion

**Credit Hours:** 3

**Department:** Sociology

## Arabic

### ARA

#### ARA 101 - Beginning Arabic I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Arabic speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

#### ARA 102 - Beginning Arabic II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002, ARA 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Art

### ART

#### ART 100 - Introduction to Visual Arts

**Prerequisites:** (Non-majors only) Completion of remedial courses in English and Reading.

**Description:** An introduction to the development of the visual arts emphasizing perception and understanding of painting, sculpture, architecture and design, as well as their relationship to the creative process. This is primarily a lecture course.

SUNY GEN ED-GHUM; NCC GEN ED-FAPA, HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

#### ART 102 - Art History (Renaissance)

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Architecture, sculpture and painting in Western Europe from 1300 to 1600. An examination of the styles of the Renaissance and Mannerism in Northern and Southern Europe.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

#### ART 103 - Art History (Baroque through Realism)

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Architecture, sculpture and painting in Europe and the Americas from the 17th century through the mid 19th century.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Art

#### ART 104 - Art History (Contemporary)

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** Art from 1940 to the present, with special attention given to European and American art. A study of the contributions of individual artists and movements, with an examination of the development of new approaches to form and the creative experience.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

#### ART 105 - Principles of 2-Dimensional Design

**Description:** Required of art majors.

A foundation course in design on a 2-dimensional surface. This course explores the elements of line, shape, value, color, and texture and principles of design and its relationship to composition. Subject and content are components of study as well. Students are introduced to a conceptual and visual vocabulary as art applies to the

visual arts. Average cost of supplies: \$100. Laboratory fee applies.  
SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### **ART 106 - Principles of 3-Dimensional Design**

**Description:** Required of art majors. A foundation course in design in 3-dimensional space. This course explores the elements of line, form, value, color and texture and their application to fine and applied art. This involves 3-dimensional constructions in such materials as board, plaster, clay, plastics, etc. Average cost for supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 107 - Prepress for Commercial Artists**

**Prerequisites:** ART 133

**Description:** This course introduces the student to the preparation of computer graphics for commercial printing and production. The basics of the prepress including trapping, impositions, halftones, process and spot colors, paper, and proofs using industry standard applications will be explored. Average cost of supplies: \$50. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Art

### **ART 108 - Advertising Art**

**Prerequisites:** ART 140

**Description:** Students are guided through the process of art direction as it applies to the creation of promotional and advertising material. Creative problem solving through the visualization of ideas is applied throughout the various stages of development of thumbnail sketches, roughs, comprehensives and storyboards. Layouts, typography, and illustration are stressed. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 109 - Printmaking I**

**Description:** This mixed-media course

introduces the student to the basic

fundamentals and concepts of non-toxic printmaking: the development of an image on a particular surface, the transfer of the image to paper, edition printing, and presentation. Media may include photo and digital transfer, relief prints, silkscreen, intaglio, and monoprints. Emphasis is placed on the student's exploration of this creative process to produce and develop exciting prints. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 110 - Printmaking II**

**Prerequisites:** ART 109 or permission of Chairperson.

**Description:** This course offers an opportunity for the advanced study of non-toxic printmaking as explored through traditional and experimental methods in Printmaking I. Students will develop independent projects and experiment with methods and materials. By creating personal projects that reflect printmaking's versatility in creating a new form of expression, the student may concentrate more fully on a strong portfolio. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

**Department:** Art

### **ART 111 - Drawing I**

**Description:** A basic course that explores the fundamentals of drawing through the development of both technical skills and concepts. The student's understanding of composition through the study of line, value and perspective will develop through direct visual observation and the education of the artist's eye. Students will be encouraged to work with conventional and non-traditional materials and methods. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### **ART 112 - Drawing II**

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** This course is designed to further explore the creative process of drawing.

Students are encouraged to master advanced skills and search for their own individual focus of expression. Each student will be exposed to new approaches, methods and materials to further enhance his or her drawing experience and art portfolio. Average cost of supplies: \$85. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 113 - Package Design**

**Prerequisites:** ART 137 or permission of Chairperson.

**Description:** Analysis of container design, involving internal surface graphics, for design students who wish to explore functional containers, from egg cartons to compact discs to the box car and paper bag. Emphasis is placed upon functional design and structure. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 114 - Typography for Graphic Design**

**Description:** Students are taught to create designs using visual symbols and type to communicate ideas. This course covers designing letterforms, logos, trademarks, stationery, corporate branding and preparing art for presentation, including the use of various digital scanning and printing devices. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 115 - Painting I**

**Description:** An introduction to the techniques, mechanics and composition of painting via personal expression. Average cost of supplies: \$200. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### **ART 116 - Painting II**

**Prerequisites:** ART 115 or permission of Chairperson.

**Description:** With the skills and understanding of basic painting, Painting II expands material

usage and gives further focus on creativity and personal self-expression. Average cost of supplies: \$200. Laboratory fee applies. SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 117 - Illustration

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** Communicating ideas with focus and clarity through the use of visual materials. Techniques and materials are introduced to give impact to ideas and professional portfolio quality work. Average cost of supplies: \$140. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 118 - Figure Drawing I

**Prerequisites:** ART 111 or permission of Chairperson.

**Description:** An extensive study of the human figure, its proportions and constructions, as a subject for artistic and personal expression. Average cost of supplies: \$65. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Art

### ART 119 - Anatomy and Figure Drawing II

**Prerequisites:** ART 118 or permission of Chairperson.

**Description:** A continuation of the study of the figure as the subject for artistic expression. Emphasis is on acquiring a sensitivity to subtle anatomical definition. More extensive technical skills are needed for this definition. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 122 - Ceramics I

**Description:** Tools and techniques of hand-building and potters wheel are used to form pottery and related sculptural construction in clay. Students learn a variety of decorative and glazing techniques and an understanding of the processes related to the firing of clay

into ceramic. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### ART 123 - Sculpture I

**Description:** Designing and construction of sculptures from clay, plaster, wood and metal is a means to symbolic expression. The format of lecture/demonstration, planning, building of the sculpture, individual and group critiques, gallery/museum visits assist students in understanding the role of the artist and the creative process. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 124 - History of Photography

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** A survey course in the history of photography, emphasizing aesthetics, socio-cultural history, and technical advances in the field. Major photographers and trends will be analyzed.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 126 - Introduction to Studio Arts

**Description:** An introductory course for non art majors that includes a variety of studio arts. They are explored with historical context and emphasis on developing an awareness of materials and processes, sensitivity to design, as well as a creative approach. Average cost of supplies \$150. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 129 - Gallery Survey

**Description:** This course introduces students to the diversified operation of today's art gallery/museum. Regular visits to galleries/museums are required. This course also provides insight into exhibition preparation and installation including behind-the-scenes investigation into planning, art conversation, education goals, curatorial responsibilities,

and funding. Students are responsible for transportation and admission fees.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Summer

**Credit Hours:** 3

**Department:** Art

### ART 130 - Graphic Design I

**Description:** Hands-on experience with industry standard software used to create commercial and fine art images. Topics include basic design principles, grid structure and typography used in the development of charts, trademark design, landscapes, interiors, portraits, scanning images, and print design. Average cost of supplies: \$55. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### ART 131 - Digital Imaging

**Prerequisites:** ART 130 or permission of Chairperson.

**Description:** Hands-on course in Adobe Photoshop, the most widely used application in digital imaging and photography. Topics include: image creation and scanning, painting, editing and retouching, image manipulation and resizing, color correction, conversions, layers, filters and image output. Cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 133 - Graphic Design III

**Prerequisites:** ART 131 and ART 140

**Description:** Hands-on experience with desktop publishing and computer hardware and software used to create professionally designed publications. Topics include word processing, page layout, creating and scanning images, typography, and print production. Average cost of supplies: \$55. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 135 - Design Fundamentals

**Description:** To interpret fashion design using art based fundamentals, such as the importance of color, anatomy, fabric rendering, fashion model proportions and movement. Assignments and learning experiences to reinforce each area. The student will discover, through exploration of fashion

assignments, how to evaluate design details and proportions for Women's apparel markets. Technical flats and their importance to the process will be covered. Average cost of supplies: \$75. Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 136 - Fashion Art Techniques I**

**Prerequisites:** ART 135 or permission of Chairperson.

**Description:** This course is designed to further interpret the creative process of Fashion Design. Students are encouraged to master advanced skills and search for their own individual focus of expression. Each student will be exposed to new approaches, methods and materials to further enhance his or her design experience and Fashion Design portfolio. Menswear and Children's wear will be explored as well as the the Women's wear markets. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 137 - Computer Illustration**

**Prerequisites:** ART 130.

**Description:** Adobe Illustrator on the Macintosh is used as a tool for creative expression in the use of illustration techniques to communicate ideas. Technical requirements for printing are also emphasized. Average cost of supplies: \$30. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 138 - 3D Modeling**

**Prerequisites:** ART 130 and ART 131.

**Description:** Hands-on course in creating and composing complete 3D computer generated imagery (CGI). Topics include: NURBS (non-uniform rational B-spline) and polygonal modeling, texturing, lighting, camera positioning and rendering. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 139 - Web Animation and Interactivity**

**Prerequisites:** ART 131 and ART 137.

**Description:** Advanced animation techniques for web-oriented interactive design using popular vector-based multimedia authoring software in concert with a variety of computer-generated imagery (CGI) and design applications. Students will learn skills required for creating a complete animated and interactive web site in a single software environment. Average cost of supplies: \$200. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### **ART 140 - Graphic Design II**

**Prerequisites:** ART 130 or Permission of Chairperson

**Corequisites:** ART 105 Pre or Co-requisite.

**Description:** Using computers as tools for research and composition, students will survey the global history of visual communications as well as the ways visual elements are used to construct and convey meaning. Historical, cultural, social and technological developments and their impact on the field of graphic design will be studied. An interactive environment for the study of the development and the practical applications of visual imagery will be promoted. Cost of supplies: \$50.

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 142 - Art Internship**

**Prerequisites:** Permission of the instructor and a minimum of 9 art credits.

**Description:** Supervised placement of the student in an artist's studio, gallery position or other setting appropriate to student's area of art study, to enable the student to gain work experience that enriches the theoretical concepts developed in the classroom. Students may incur additional travel expense. This course may be taken for credit only once. Open to Art majors only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### **ART 145 - Raku and Pit-Firing**

**Prerequisites:** ART 122 or ART 147.

**Description:** This ceramics course will introduce the student to basic hand building and Raku and Pit-Firing of ceramic pieces that are formed in class. The student will participate in the rapid-fire technique, the

quick cool down and the reduction of their pieces. Also explored in this course will be various methods of creating decorative surfaces. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Art

### **ART 147 - Potter's Wheel**

**Description:** The potter's wheel will be the tool we will be using to make our projects. We will explore various expressive, tactile and intellectual possibilities that are available through the use of this medium. Also explored: a variety of glazing techniques and processes related to firing of clay. Historical references will contribute to students' development of critical thinking skills and creative problem solving. Average cost of supplies: \$125. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### **ART 159 - Photography I**

**Description:** A basic foundation in the techniques and aesthetics of photography with emphasis on the camera, digital darkroom and portfolio preparation. A dSLR (digital) camera capable of manual operation to be provided by the student. Average cost of supplies: \$225 (does not include dSLR camera). Laboratory fee applies. Students who have completed ART 125 will not receive credit for ART 159.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### **ART 160 - Black and White Darkroom**

**Description:** A traditional black and white photography course utilizing film cameras and traditional darkroom techniques. Emphasis is on creativity, aesthetic considerations and the development of a personal photographic vision through class assignments, individual photographic projects, and portfolio development. Students to provide a 35-mm manually operated camera. Average cost of supplies: \$275. Laboratory fee applies. Students who have completed ART 225 will not receive credit for ART 160.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 201 - Survey of Art History I

**Prerequisites:** Completion of remedial courses of English and Reading.

**Description:** The development of architecture, painting and sculpture from their origins in Prehistory through the cultures of Ancient Egypt, the Middle East, Greece, Rome, and in Western Europe, from the time of Constantine to the end of the Middle Ages.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### ART 202 - Survey of Art History II

**Prerequisites:** Completion of remedial courses in English and Reading.

**Description:** The development of painting, sculpture, and architecture from the Renaissance to the twentieth century. This course explores the history of Western art from both contextual and formal art historical perspectives.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Art

### ART 203 - Art Beyond the West

**Prerequisites:** Completion of remedial English and Reading is required.

**Description:** This course is a survey of selected historical topics drawn from the following non-western cultures: India, China, Southeast Asia, Japan, Oceania, Africa, Pre-Columbian Americas. Representative works of painting, sculpture, crafts, and architecture from selected cultures will be examined in the context of the religious, social, economic, and/or political forces that shaped them.

SUNY GEN ED-n/a; NCC GEN ED-HUM, GLNW

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 222 - Ceramics II

**Prerequisites:** ART 122 or ART 147.

**Description:** Build upon prior hand building and/or potter's wheel techniques as a means to creating pottery or related sculptural constructions in clay. Glaze formulation and experience with operation of gas and electric kilns. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 223 - Sculpture II

**Prerequisites:** ART 123 or permission of Chairperson.

**Description:** Students build on skills, techniques and knowledge acquired in Sculpture I. They are encouraged to develop individual ideas into sculptural compositions and acquire related skills to verbally assess both the emerging work and the completed sculpture. Average cost of supplies: \$125. Laboratory fee applies.

SUNY GEN EDE-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 226 - Experimental Photography

**Prerequisites:** ART 159 and ART 160.

**Corequisites:** ART 131 Pre or co-requisite.

**Description:** Advanced photographic and darkroom techniques and manipulative effects including black and white, color and digital photographic processes. Emphasis will be on creative expression and interpretation of ideas through alternative and experimental techniques. Students to provide their own cameras. Average cost of supplies: \$225. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Art

### ART 227 - Studio Photography

**Prerequisites:** ART 159

**Corequisites:** ART 131

**Description:** This course offers students a broad foundation in studio photography with an emphasis in portraiture and still life. Students will have the opportunity to use multiple professional lighting technologies and photographic formats including electronic flash systems, quartz halogen and tungsten as well as medium format digital capture. All camera formats from 35mm - 4" x 5" may be used. Strong emphasis will be placed on project development, critical thinking and problem solving techniques. Average cost of supplies: \$275. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 228 - Photojournalism

**Prerequisites:** ART 159

**Description:** This course emphasizes actual experience with photojournalistic methods. Assignments include the production of photojournalistic images and documentary photography projects. Included is an overview of the techniques and styles, history, law and ethics of the practice and application of photojournalism. Average cost of supplies: \$225. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA; HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

### ART 229 - View Camera

**Prerequisites:** ART 131 and ART 159 and ART 160.

**Description:** This intermediate level course offers students a broad and immersive experience with large format photography. Students will use 4" x 5" Field and View cameras as a means to explore camera movements, exposure, sheet film development, gelatin-silver printing, high end digital scanning and advanced inkjet printing techniques. Strong emphasis will be placed on project development, critical thinking and problem solving techniques. Cameras will be provided for student use. Average cost: \$350. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Art

### ART 230 - Color Photography

**Prerequisites:** ART 159.

**Corequisites:** ART 131 and ART 160 Pre and co-requisites.

**Description:** This course includes an introduction to film and digital based photographic imagery that utilizes applications of color as an aesthetic and thematic consideration. A variety of materials, applications, and current trends is explored. Average cost of supplies: \$225. Laboratory fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Art

**ART 231 - Digital Printing for Photographers****Prerequisites:** ART 131 and ART 159

**Description:** This intermediate level course will provide students with the necessary foundation in digital output technologies. Emphasis will be placed on critical thinking skills and project development as they are informed by advancements and techniques in photographic imaging. Topics include: image editing software, color management, profile creation and workflow techniques as they relate to specific output processes. Average cost of materials: \$350. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 235 - Fashion Art Techniques II****Prerequisites:** ART 135 and ART 136.

**Description:** Students design collections by exploring the roles of research, design development, and editing in the fashion design process. Emphasis is placed on the knowledge of key fashion categories, markets and price points. This course also introduces the basics of computer-aided design specifically used in the fashion industry. Using vector based software, students learn techniques to conceptualize fashion designs and create industry-standard presentations. Average cost of supplies: \$75. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 236 - Fashion Art Techniques III****Prerequisites:** ART 135, ART 136 and ART 235.

**Description:** To develop an awareness of broad-based market demands. To develop an awareness of market timing (seasonal and campaigns). To develop an awareness of marketable presentations. To appreciate the relationship of theme, fabrics, price range, and colors in the preparation of a portfolio. Average cost of supplies: \$75. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 237 - Digital Video and Special Effects****Prerequisites:** ART 130 and ART 131.

**Description:** Hands on course in digital video and special effects using live video footage and computer-generated imagery (CGI). Topics include: digitizing video, editing, creating titles, compositing and visual effects. Traditional concepts such as storyboarding, lighting and camera work will also be covered. Students will create finished commercial or creative video shorts and learn how to present these on the World Wide Web or DVD. Average cost of supplies: \$100. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 238 - 3D Animation****Prerequisites:** Minimum grade of "C" in ART 138.

**Description:** Hands-on course in 3D computer Animation. Topics include: animated logos, motion paths, camera movement, particle systems, simulated physics and character rigging. Students will learn about scripting, storyboarding, recording animations and integrating computer-generated imagery (CGI) with other applications. Average cost of supplies: \$200. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 239 - Web Design I****Prerequisites:** ART 130, ART 131, ART 137 and ART 140 or Permission of Chairperson.

**Description:** This course will investigate the application of interactive design, composition and narrative for the purpose of creating websites. Students will conceptualize and produce web pages using popular web authoring software. Emphasis will be on the integration of various visual and narrative elements into a rich user experience. Average cost of supplies: \$200. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 240 - Portfolio Workshop****Prerequisites:** ART 133 and ART 239 or Permission of the Instructor, for Art Majors Only. Must be taken in the last semester.

**Description:** Research, creation and completion of a professionally relevant major project in a chosen medium (print portfolio, computer animation or an interactive multimedia program). Average cost of supplies: \$200. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art**ART 249 - Web Design II****Prerequisites:** ART 239.

**Description:** This course will focus on creativity in digital and multimedia art using advanced techniques and authoring tools to create professional animations, websites, and games. There will be a strong emphasis on typography, graphics, animation, special effects, sound and video to create dynamic and user-friendly interface design for a large target audience. Average cost of supplies: \$200. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3**Department:** Art

# American Sign Language

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## ASL

**ASL 152 - American Sign Language I****Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An introduction to American Sign Language, the natural language of the deaf community in the United States and Canada. Focuses on conversation in signs, basic rules of grammar, and aspects of the deaf community. (Not open to students who have completed COM 152)

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3**Department:** Communications**ASL 153 - American Sign Language II****Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Continuation of basic American Sign Language and Deaf culture study, with opportunities to build receptive and expressive sign vocabulary and phrases; use of signing space; social expressions and body language; introduction to finger spelling. (Not open to students who have completed COM 153)

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3**Department:** Communications

**ASL 226 - Communication and Culture in the Deaf Community**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course explores the communication and culture of Deaf people. It focuses on a unique human communication phenomenon: namely a community with a communication and cultural system that is not based on a spoken language. The relationship between communication and culture is examined through analysis of the different aspects of the Deaf culture and community, including language, the arts, norms, values, traditions and patterns of everyday life of the Deaf community and its interaction with a hearing-dominant society. This course will be conducted in English; knowledge of American Sign Language is not required. (Not open to students who have completed COM 226) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

**ASL 252 - American Sign Language III**

**Prerequisites:** ASL 153 or permission of instructor. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A continuation of American Sign Language II, expanding the emphasis on ASL grammar and vocabulary development and Deaf culture. Dialogues, short stories, narratives and short conversations, both receptive and expressive, will be featured throughout the course. (Not open to students who have completed COM 252) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

**ASL 253 - American Sign Language IV**

**Prerequisites:** ASL 252 or permission of the instructor. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An advanced course in American Sign Language (ASL) designed to provide additional interactive opportunities for students to continue development of their knowledge of vocabulary and grammatical features, and of Deaf culture. (Not open to students who have completed COM 253) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

# Basic Education Program

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**BEP****BEP 090 - Basic Education Reading**

**Description:** This course, a requirement of the Basic Education Program, is designed to improve the skills of reluctant readers. Students select fiction and nonfiction books and read intensively throughout the semester to experience the work of a variety of authors in several genres. Through classroom reading, conversation and correspondence, as well as through rigorous weekly homework assignments, students learn to read actively and respond thoughtfully to text. They become familiar with literary terms and reading/writing strategies they will need to succeed in subsequent coursework. This class meets three times a week and provides an intensive, active educational experience within a framework of classroom and learning center support. Freshman assigned to this course must pass it before proceeding to RDG 001 or RDG 002. (4 class hours).  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Reading/BEP

**Credit Hours:** 0

**Department:** Reading/BEP

**BEP 091 - Basic Education English**

**Description:** This course, a requirement of the Basic Education Program, is designed to help students strengthen their basic writing skills in preparation for the demands of college-level writing. Students create essays through the process of prewriting, drafting, revising and editing their work with the help of peer and instructor feedback to develop a sense of purpose and audience. They learn to incorporate ideas gleaned through reading expository text into their essays to strengthen their arguments and develop appropriate techniques for writing in timed and untimed settings. The class meets three times a week and provides an intensive, active educational experience within the framework of classroom and learning center support. Students assigned to this course must pass it before proceeding to ENG 001 or ENG 101. (4 class hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Reading/BEP

**BEP 092 - Basic Education Mathematics**

**Description:** This course, a requirement of the Basic Education Program, is designed to

strengthen understanding of the fundamental concepts of mathematics. Emphasis is placed on helping students identify and develop problem-solving strategies and study techniques relative to mathematics literacy. Students improve their mathematical skills through a program of content-integrated class instruction, skill tutorials and computer-assisted instruction within a framework of classroom and math lab support. Students assigned to this course must pass it before proceeding to ENG 001 or ENG 101. (4 class hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Reading/BEP

**BEP 093 - SPS Seminar**

**Description:** (Dual listed with SPS 093). SPS Seminar is a required course of the Basic Education Program. The seminar focuses on values clarification, identification and applications of individual learning styles, critical thinking, problem solving, career exploration and understanding College policies. Students will be expected to demonstrate the understanding of these concepts and skills in the other courses of the college preparatory program and in making plans for the next semester of their education. (1.5 lecture hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Reading/BEP

# Biology

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**BIO****BIO 101 - General Biology I**

**Description:** Life processes are studied to develop an understanding of structures and functions of organisms. Major topics include the scientific method, cell structure and function, and a survey of human anatomy and physiology. Laboratory includes the dissection of a typical vertebrate. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

**BIO 102 - General Biology II**

**Description:** A survey course which explores the basic biological principles of reproduction and development, classical and molecular genetics, evolution, behavior and ecology. The diversity of life is examined in the laboratory

as well as through field trip experiences. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 103 - Ecology

**Description:** A study of the relationships between the living and non-living components of the biosphere. The student examines dynamics and complexities of ecosystems, communities and populations of organisms. An examination of human impact and value systems upon ecosystems is considered throughout the course. Field work is undertaken when applicable. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 104 - Zoology

**Description:** A survey of the structure, physiology, adaptations, and life cycles of animals. Laboratory includes a study of microscopic forms, dissection of more advanced invertebrates, and selected vertebrates including frog, fetal pig, and perch. Field trip identification of local fauna is included as one of the course objectives. Course fulfills one semester of a laboratory science for students who have interest in or desire to pursue studies in zoology, wildlife, marine biology, and ecology. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 109 - Principles of Biology I

**Prerequisites:** High school biology, high school chemistry (or equivalent, such as CHE 107), successful completion of all remedial English and remedial reading requirements.

**Description:** This is the first course in the of BIO 109 - BIO 110 sequence. This sequence is intended for students majoring in the sciences, including the health sciences, and secondary science education. These courses cover the basic concepts of biology that are derived from the study of living things. In the first semester, emphasis is placed upon the molecular and cellular levels of life. Topics such as cell structure, metabolism, molecular genetics, cell division and control mechanisms are discussed. The second semester deals with life on organism through the ecosystem levels.

Plant and animal systems are examined in the context of their role in evolution and the environment. The diversity of life is examined in the laboratory as well as through field trip experiences. The laboratory includes a dissection of more advanced invertebrates and selected vertebrates. (3 lecture, 3 laboratory hours) Laboratory fee applies to each course. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 110 - Principles of Biology II

**Prerequisites:** BIO 109.

**Description:** This is the second course in the BIO 109 - BIO 110 sequence. This sequence is intended for students majoring in the sciences, including the health sciences, and secondary science education. These courses cover the basic concepts of biology that are derived from the study of living things. In the first semester, emphasis is placed upon the molecular and cellular levels of life. Topics such as cell structure, metabolism, molecular genetics, cell division and control mechanisms are discussed. The second semester deals with life on the organism through the ecosystem levels. Plant and animal systems are examined in the context of their role in evolution and the environment. The diversity of life is examined in the laboratory as well as through field trip experiences. The laboratory includes a dissection of more advanced invertebrates and selected vertebrates. (3 lecture, 3 laboratory hours) Laboratory fee applies to each course. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 115 - Human BioNutrition

**Description:** (Formerly BIO 111 / BIO 112) Nutrition is explored as an emerging science that combines biology and chemistry into an exciting field of specialization. This course is designed to explore the physiological mechanisms of nutrient metabolism and their interactions on human cellular biology. The characteristics and functions of nutrient groups are studied in their relation to their biological requirements and proper balance. Special attention is given to the relationship between an unbalanced diet, an altered metabolism and the disease process. Also considered are the unique biological features of each of the stages of life and their effect on nutrient requirements. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Credit Hours:** 4

**Department:** Biology

### BIO 116 - Human Genetics

**Description:** (Formerly BIO 105 / BIO 106) Human Genetics examines the basic concepts of DNA and normal and abnormal gene function in human development and life. A point of emphasis is the relationship between genetic material and environmental impacts, including radiation, chemicals and viral infection. Genetic engineering, birth defects, DNA fingerprinting, gene therapy, cancer and the human problems associated with these subjects are discussed. Laboratory exercises involve work with living organisms. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 118 - On Becoming Human

**Description:** (Formerly BIO 113 / BIO 114) A biological examination of what it means to become a human. The course traces the development of human form and function from conception to birth through lectures, discussions and laboratory experiences on human genetics, reproduction, development, and birth. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Spring

**Credit Hours:** 4

**Department:** Biology

### BIO 119 - Oceanology

**Description:** (Dual listed with SCI 119) The course is designed as an overview of the structure, origin, and evolution of the world's oceans. Investigations will include analysis of abiotic factors such as sediments, coastlines, water properties, and movement. Students will take a close look at general water circulation, tides, currents, waves, and the effects of weather and climate. Further investigations will focus on biotic factors such as marine organisms, food chains, resources, and man's relationship to the sea. Note: This is a three-credit course and does not fulfill the laboratory science requirement needed for graduation. There will be no waivers issued under any circumstances. (3 lecture hours)

SUNY GEN ED-GLAB; NCC GEN ED-NSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Biology

### BIO 120 - Birds and the Environment

**Prerequisites:** One semester of college biology or permission of the Department.

**Description:** The anatomy, physiology, and behavior of birds will be studied in context of their environments. Classification and evolution of birds are also discussed. Laboratory exercises involve dissection, field trips, and individual investigative projects involving data collection and analysis. Field trips include representative Long Island habitats: marine, fresh water, woods, and fields. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 121 - A survey of Mammals

**Description:** The course introduces students to the biology of mammals. The characteristics of mammals, how they evolved and their phylogenetic relationships are examined. A survey of the living mammalian orders, their features, life history characteristics, physiological and behavioral specializations, and habitat and ecological significance is discussed. Field trips are a required portion of the course.

SUNY GEN ED-n/a; NCC GEN ED-NSCI  
Offered: Spring

**Credit Hours:** 3

**Department:** Biology

### BIO 124 - Plants and Society

**Description:** This course surveys the various groups of plants, their structures and functions, their ecology and economic importance. Students will apply botanical concepts to understand the greenhouse effect, organic gardening, transgenic plants, medicinal uses of plants, and conservation of natural resources. The Laboratory component requires students to perform research and participate in ongoing investigative projects by using the scientific processes to construct hypotheses, design experiments, evaluate data, and draw conclusions. (3 lecture, 3 laboratory hours - including field trips) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 125 - Introduction to Marine Science

**Description:** An introductory level course dealing with Marine Science. It provides a framework for illustrating biological principles and processes. Aspects taught include ecology, diversity of plants and animals, marine

communities and habits, and current issues and topics related to human intervention. Laboratory emphasis is on observation, sampling, and studies of marine animals and plant communities. Field trips are a required portion of the course. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Biology

### BIO 130 - Molecules & Medicines

**Description:** The course includes basic chemistry, history of healing plants, medicinally active ingredients of plants, and modes of action of traditional and modern medicines on the human physiology. The laboratory component requires students to perform research, test common myths using the scientific processes, analyze data, and participate in other investigative exercises. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

### BIO 131 - Pathophysiology

**Prerequisites:** BIO 101 or AHS 131 and AHS 132

**Description:** The course is designed to familiarize students with a host of clinical diseases and their signs, symptoms, risk factors, and treatments. Case studies will be used throughout the course: including use of Internet information from national disease websites. Students will also be required to demonstrate their knowledge of human anatomy.  
SUNY GEN ED-n/a; NCC GEN ED-NSCI  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Biology

### BIO 162 - Animal Ecology

**Prerequisites:** High School biology or similar course experience.

**Description:** The fundamental principles of ecology are presented through habitat explorations. Patterns of animal behavior (ethology) along with the physical specializations adapting wildlife to their habitats are emphasized. Working with locally found living vertebrate and invertebrate species students will produce photo-essay investigations of assigned wildlife topics. Students must have a camera and are responsible for their own transportation to, from and around field sites. (3 lecture, 3

laboratory hours for 7 1/2 weeks. This is a half semester course that may be taken in sequence with BIO 165 for 4 credits.) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 2

**Department:** Biology

### BIO 165 - Natural History of Long Island

**Prerequisites:** High School biology or similar course experience.

**Description:** The course aims at expanding the student's knowledge about Long island's ecological diversity. During field trips students will investigate the factors affecting the preservation of several natural ecosystems in proximity to the College. Critical thinking skills, class discussions and natural science methodology will be combined for the production of photo-essays exploring Long Island's plant and animal communities. The impact of commercial development on ecological balance, and items in local news, provide the themes for class projects. Students must have a camera and are responsible for their own transportation to, from and around field sites. (3 lecture, 3 laboratory hours for 7 1/2 weeks. This is a half semester course that may be taken in sequence with BIO 162 for 4 credits). High school biology or similar experience recommended. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 2

**Department:** Biology

### BIO 201 - Anatomy

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 with a grade of C or better in each course, or permission of the Department.

**Description:** This course is an exploration of the intricate structure of the human body. The student studies the various tissues, organs, and systems which function together to maintain life. The laboratory includes dissection of a representative mammal - the cat. (3 lecture, 3 laboratory hours) Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-LSCI  
Offered: Fall, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 202 - Physiology

**Prerequisites:** BIO 201 with a grade of C or better, or permission of the Department.

**Description:** A study of the normal functions of the human organism. The student surveys the various systems of the body, their activities and interrelationships. Much of the laboratory

work involves measurement of human body functions. Combined with BIO 201, this course is an excellent introduction to anatomy and physiology. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
Offered: Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 203 - Oceanography

**Prerequisites:** A one year college level science course or permission of the Department.

**Description:** An introduction to the interactions of the chemical, geological, physical, and biological processes of the marine environment. Laboratory emphasis on observation, sampling techniques and analytical procedures. Field trips are a required portion of course. (3 lecture, 3 laboratory hours, including field trips) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

### BIO 204 - Marine Biology

**Prerequisites:** Need either BIO 101, BIO 102, BIO 103, BIO 104, BIO 109, BIO 110, BIO 115, BIO 116, BIO 118, BIO 119, BIO 120, BIO 124, BIO 130, BIO 131, BIO 162, BIO 165, BIO 203; CHE 107, CHE 108, CHE 131, CHE 132, CHE 135; SCI 101, SCI 102, SCI 108, SCI 109, SCI 110, SCI 120 or permission of the Department.

**Description:** This course provides an introduction to the plant and animal communities inhabiting shallow and deep North Atlantic marine waters. Emphasis is placed on diversity of adaptations for interaction with the varied salt water environments. Field trips are a required portion of course. (3 lecture, 3 laboratory hours, including field trips) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 209 - Nutritional Science I

**Prerequisites:** BIO 109 and BIO 110

**Description:** Recommended for science majors, the course includes such topics as the digestion, absorption, and function of nutrients. Regulatory mechanisms that influence the requirements and metabolism of nutrients are considered.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

### BIO 210 - Nutritional Science II

**Prerequisites:** BIO 209

**Description:** The second half of the Nutritional Science sequence, the course covers nutritional physiology with such topics as: the effects of nutrients on metabolism at the molecular, cellular, and systemic levels, including special metabolic growth, reproduction, stress, and senescence.

SUNY GEN ED-n/a; NCC GEN ED-NSCI  
Offered: On Occasion

**Credit Hours:** 3

**Department:** Biology

### BIO 211 - Developmental Biology

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 or permission of the Department.

**Description:** This course explores the molecular, cellular and genetic processes of invertebrate and vertebrate development from fertilized egg to multicellular organism. The evolution of developmental mechanisms will also be discussed. A comparative study of invertebrate and vertebrate embryos will be included in the laboratory. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Spring

**Credit Hours:** 4

**Department:** Biology

### BIO 212 - Comparative Anatomy

**Prerequisites:** BIO 101 and BIO 102 or BIO 109 and BIO 110 or permission of the Department.

**Description:** An intensive course dealing with the anatomy of various vertebrates. Through a study of the present anatomical structures, the evolutionary development of these animals is outlined. Differences and similarities of organ systems from various species are discussed. (3 lecture, 3 laboratory hours) Laboratory fee applies. Generally offered spring.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Spring

**Credit Hours:** 4

**Department:** Biology

### BIO 214 - Microbiology

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** This course examines the morphology, physiology, structure, genetics, and metabolism of microorganisms, including the roles played by microorganisms in medical, environmental, agricultural, and

biotechnological sciences. The laboratory deals with the culture and study of microorganisms, the dynamics of microbial growth, and the physiological basis of bacterial identification. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Biology

### BIO 215 - Histology

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** Exploration of the microscopic structure of the human body. An appreciation is developed of the interactions of cells and tissues which result in a harmonious, complex body. Laboratory examination of the structure of cells, tissues, and organs of the body. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

### BIO 216 - Parasitology

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** This course investigates the lives of animal parasites of medical, veterinary and economic importance. The habitats, life cycles, geographic distribution and underlying principles of transmission, diagnosis, treatment and prevention are considered. Through the use of prepared microscope slides and living materials, the student is given the opportunity to view and study a wide variety of parasitic organisms. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI  
Offered: Fall

**Credit Hours:** 4

**Department:** Biology

### BIO 219 - Field Biology

**Prerequisites:** BIO 101 - BIO 102 or BIO 109 - BIO 110 or permission of the Department.

**Description:** A habitat approach involving field trips is used for the investigation of the interactions of living organisms with their physical and biological environments. Emphasis is given to population dynamics and the interactions among organisms that determine the structure, function, and evolutionary development of biological communities. Studies are carried out in specific habitats such as bog, marsh, forest, field, and estuary. Specially marked sections of this course may be run at offsite locations or

abroad. Students are responsible for their own transportation to, from and around field sites. (3 lecture, 3 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

### **BIO 221 - Transmission Electron Microscopy**

**Prerequisites:** BIO 109 - BIO 110, CHE 151 - CHE 152 or equivalent, or permission of the Department.

**Description:** An introduction to the basic principles of transmission electron microscopy including tissue preparation, microscope (TEM) operation, black and white photography, and micrograph interpretation. The entire laboratory is devoted to the development of skills and preparative techniques involved with the operation of an actual transmission electron microscope. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Fall

**Credit Hours:** 4

**Department:** Biology

### **BIO 222 - Scanning Electron Microscopy**

**Prerequisites:** BIO 221 or permission of the Department.

**Description:** An introduction to the theoretical and practical concepts of biological scanning electron microscopy (SEM). Topics studied include SEM optical principles, preparative techniques, SEM photographic techniques, SEM micrograph analysis. Through hands-on SEM operation, students will produce a portfolio of micrographs of a variety of biological samples. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Spring

**Credit Hours:** 4

**Department:** Biology

### **BIO 226 - Investigations in Human BioNutrition**

**Prerequisites:** BIO 101 or BIO 115 or permission of the Department

**Description:** This course explores current theories and controversies in the field of nutritional science. Students will evaluate research trends and critically analyze the influence of nutrition on health promotion and disease prevention.

SUNY GEN ED-n/a; NCC GEN ED-NSCI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Biology

### **BIO 231 - Biotechnology: Recombinant DNA Science**

**Prerequisites:** BIO 109, BIO 110, MAT 109 or higher, CHE 151 or higher or permission of the Department.

**Description:** An investigation of DNA, the molecule of the gene, and recombinant DNA technology (genetic engineering). The student will explore the Central Dogma of gene structure and function; gene regulation in embryology and in cancer development. Applications of biotechnology to human genetics, forensics, gene cloning, agriculture, medicine and industry are included. Through hands-on biotechnology laboratories, students will perform fundamental modern recombinant DNA techniques, including bacterial transformation, restriction enzyme analysis and polymerase chain reaction. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

Offered: On Occasion

**Credit Hours:** 4

**Department:** Biology

## **Business**

### **BUS**

#### **BUS 100 - Creative Problem Solving in Business**

**Description:** This course will assist students in developing the skills required for success in business and in upper-level coursework. Various forms of active learning techniques will be employed to develop and improve those skills viewed by the business community as essential for success in the workplace. These skills include the ability to communicate effectively, work in teams/groups to solve business problems, research information, and think creatively and critically in solving business problems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### **BUS 109 - Introduction to Corporate Business**

**Description:** The course is an introduction to the role of corporate business as a primary source of goods, services, employment, and income. It provides beginning business students and non-business majors with an understanding of the basic scope of corporate business and its relationship to government

and society. Students will have a "hands-on" corporate experience to learn the operations and activities of a major corporation as an additional component to the course.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### **BUS 110 - Introduction to Business**

**Description:** An introduction to the role of business in American life as a primary source of goods, services, employment and income. The course provides the beginning business student and the non-business student with an understanding of the basic nature and scope of business and its relation to government and all members of society. Students examine the operation and activities of large and small enterprises and the interrelationship of the various specialized fields of business.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### **BUS 111 - Entrepreneurship**

**Description:** An introduction to the management of small business. The course covers the role of small business in the economy, and is designed both for those interested in establishing businesses as well as those who have already established them. Emphasis is placed on development of a managerial philosophy for entrepreneurs, managers, and potential managers. Course work includes operational techniques, legal and environmental relationships, and analysis of the risks and rewards of managing or owning small enterprises.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

#### **BUS 112 - Principles of Management**

**Description:** An examination of the character and structure of modern business organizations; how individuals and groups within these organizations conduct themselves as they strive for personal and enterprise goals. Topics covered include planning, organizing, directing and controlling functions of managers; human relations and motivation; financial and non-economic considerations which provide the basis of decision making. Students are involved in experiencing a combination of textbook theory and current business practices through problem solving techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 114 - Introduction to International Business**

**Description:** An introduction to the challenges and problems faced by American firms in conducting business in world markets. The course will expose students to the concepts and principles dealing with world trade, foreign environments, global operations and the necessary global managerial skills required for success in such activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 116 - Business Internship**

**Prerequisites:** Permission of Department Chairperson.

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 118 - Franchising Management**

**Description:** This course is designed for students who are interested in starting and managing a franchise business, either as a franchisee or as a franchisor. Attention is placed on the characteristics of the franchisor and franchisee; evaluation of franchising opportunities; raising of resources; legal concerns of franchising; and the development of appropriate strategies and the successful planning, implementation and launching of a new business.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 140 - Human Resource Management**

**Description:** Principles of effective human resource administration are discussed in this course. Topics include the human resources department and its objectives, management-labor relations with special references to elements affecting recruitment, selection, training, evaluation and compensation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 150 - Organizational Behavior**

**Description:** An introductory course that will provide future managers with basic information about employees and their behavior within the context of a business environment. Topics include motivation, communication, decision making, group behavior, team development, conflict, change, empowerment, leadership styles, power, authority, work design, performance appraisal and reward systems.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 280 - Introduction to Sports Management**

**Description:** An overview of the structure of the sports industry, as well as issues facing sports organizations. Emphasis on how management techniques can be applied to solve sports business problems. Discussion of sports management career opportunities will be included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Accounting and Business Admin

### **BUS 600 - Co-op Partnership with Industry**

**Prerequisites:** Completion of remedial and/or ESL courses are required. In addition, students must have completed a minimum of 12 credits and be in good academic standing prior to the commencement of the course or obtain permission of the chairperson. Students who are not department majors must be recommended by an instructor and obtain the permission of the department chairperson.

**Description:** The course provides supervised, practical, paid, full-time experience at institutions that offer students opportunities to which they apply concepts learned in the classroom. Written reports demonstrating the understanding of theories and their applications are an integral part of the curriculum. Travel and living expenses may be incurred contingent upon placement.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 6

**Department:** Accounting and Business Admin

## **Civil Engineering Technology**

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### **CET**

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#### **CET 101 - Residential Construction Methods**

**Description:** Students learn the types and organization of construction projects. Content includes the materials used in construction: concrete, steel, masonry, and wood; interior finishes, plumbing and electrical systems related to construction; methods of testing, excavation, foundation construction and superstructure erection. State and local codes, code administration and construction safety are also discussed. Films and individual projects are required. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### **CET 103 - Introductory Civil Engineering Technology**

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodologies of engineering design. The "design" aspect of the course consists of an introduction to computer integration (as it applies to the engineering profession), graphical techniques, and design oriented problems using analysis software. The objectives of the design section entail the generation of engineering related problems. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### **CET 107 - Codes and Construction**

**Prerequisites:** Enrollment in the Interior Design or Construction Management program, or permission of Department.

**Description:** Overview of practice and materials of construction, building types and structural framing. Instruction on the development and use of the current New York State Uniform Fire Prevention and Building Code, the 1992 Americans with Disabilities Act and their relation to residential and commercial uses of space. Instruction on fire codes related to materials used in interior design. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### **CET 111 - Structural Drawing I**

**Prerequisites:** ENS 105.

**Description:** Drawing of plans and details used in building construction. Development of drafting techniques and standards, using AutoCAD computer drafting software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 150 - Blueprint Reading

**Description:** Introduction to blueprint reading for building construction. Study and interpretation of building plans; architectural, mechanical and electrical. Estimating theory and quantity takeoff. (2 lecture, 2 laboratory hours). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 201 - Construction Estimating

**Prerequisites:** CET 101, CET 103 and CET 150.

**Description:** Estimating costs of building construction. Practice in finding required material quantities from drawings. Procedures for estimating labor, material, and equipment costs. Scheduling of construction by CPM (Critical Path Method) including the use of estimating software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 211 - Structural Drawing II

**Prerequisites:** CET 111.

**Description:** Development of data and preparation of drawings used in building construction and civil engineering, using AutoCAD computer drafting software. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### CET 218 - Statics of Structure

**Prerequisites:** MAT 109.

**Description:** Resultants and equilibrium of coplanar force systems; trusses and three force members; force systems in space; friction, centroids and moments of inertia of composite areas.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 219 - Mechanics of Materials

**Prerequisites:** CET 218.

**Description:** Stress and strain in elastic bodies when subject to external tensile, compressive, shear and torsion forces. Beam reactions, shears, bending moment diagrams and deflections, by the moment-area method are determined. Column analysis; introduction to indeterminate structure.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 222 - Materials Testing Laboratory

**Corequisites:** CET 219.

**Description:** Determination of physical properties of construction materials. Standard tests used on the American Society of Testing Materials and the American Concrete Institute standards including report writing software. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### CET 223 - Structural Steel Design

**Prerequisites:** CET 219.

**Description:** Analysis of statically determined structures. Design and investigation of structural steel members; columns, beams, trusses, and girders. Bolted, riveted, and welded connections reactions, shear, bending moment and deflection by analytic and graphical methods, including the use of design software. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 225 - Soils and Foundations

**Prerequisites:** CET 219.

**Description:** The course is an introduction to soil mechanics with application to problems encountered in construction and design. Topics include soil origin and nature, soil properties, field sampling, gradation, compaction, classification, permeability, soil strength. Laboratory experiments include the classification and evaluation of engineering properties of soil for predicting its behavior in accordance with ASTM and AASHTO specifications. The course also covers the structural design of foundations such as

retaining walls, grade beams and footings. (3 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 231 - Elementary Surveying

**Prerequisites:** MAT 109.

**Corequisites:** ENS 105

**Description:** Basic principles of plane surveying. Field practice and office procedures. Use of level, transit, stadia, electronic theodolite and total station. Use of survey computation software for determination of horizontal and vertical controls and areas.

Mapping of selected areas. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 232 - Route Surveying

**Prerequisites:** CET 231.

**Description:** Field and office procedures in layout of highways, railroads, and pipelines. Profile leveling, horizontal and vertical curves and alignment. Mapping, plotting profiles and cross sections. Cut and fill computations. Principles of field astronomy. Computations using defined software. (2 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### CET 240 - Hydraulics

**Prerequisites:** CET 219 or PHY 101.

**Description:** The course studies fundamental properties and behavior of fluids under static and flow conditions. Topics covered include hydrostatic force, buoyancy, pressure, manometry, continuity and energy equations, laminar and turbulent flow, losses, flow through pipes and open channels, and flow measurements, as well as an introduction to surface water hydrology. The rational method is used to determine peak flows. Laboratory experiments study the principal physical properties of liquids and major laws of fluid mechanics. (3 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**CET 250 - Construction Planning and Scheduling**

**Prerequisites:** CET 101, CET 103 or permission of the Department Chairperson.

**Corequisites:** CET 101, CET 103 or permission of the Department Chairperson.

**Description:** Concepts and methods for planning and scheduling of operations and resources on construction projects. Topics include Gantt charts, progress curves, critical path methods and project networking techniques. Extensive use of computer software to aid the student in planning and analysis of scheduling, resource management and updating construction operations. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**CET 252 - Construction Safety**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to occupational safety and health practices in the construction industry. This course provides an overview of U.S. Department of Labor, Occupational Safety and Health 1926 Standards for the construction industry. Course work includes a detailed study of construction safety management. Topics include personal protective equipment, hazardous communications, site safety management, inspection and supervision for erection and demolition of structures.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**CET 254 - Mechanical and Electrical Equipment for Buildings**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to the basic concepts of mechanical systems design and construction for residential and commercial buildings. Systems design and equipment selection is performed for heating, cooling, plumbing, sanitation, electrical lighting and acoustics. Emphasis is placed on the use of the International Building code and A.S.H.R.A.E Standards.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

**CET 256 - Construction Contracts and Specifications**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to building construction contract documents. Student is exposed to contract law, general conditions of the contract and construction specifications using the Construction Specifications Institute Standards. Analysis of owner, designer, and contractor responsibilities under contract.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

**CET 260 - Construction Project Management**

**Prerequisites:** CET 101 or permission of the Department Chairperson.

**Description:** Introduction to methods and techniques of managing construction projects. Construction business organization, contracts, bonding, insurance, construction site supervision, labor law and labor relations. Introduction to computer applications in project administration. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

# Chemistry

## CHE

**CHE 107 - General Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** General Chemistry, CHE 107, is a one-semester laboratory course in basic chemistry. Students are introduced to the fundamental concepts of physics and mathematics that are required to understand chemistry. The course then follows a semi-traditional introduction to chemistry: relative atomic/molecular weights, the mole concept, solution chemistry, stoichiometry, gas laws, and atomic structure. This course satisfies the prerequisite requirements for CHE 151. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

**CHE 108 - Consumer Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** A non-mathematical course in chemistry for non-science students. The course explores the science of chemistry as it relates to modern society. Chemical principles are taught on a "need to know basis" as they are required to explore scientific issues that impact modern society. It satisfies the laboratory requirement for liberal arts. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

**CHE 109 - Contemporary Topics in Chemistry**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** This is a three-credit non-laboratory course in chemistry. Topics covered include forensic science, development of pharmaceuticals, actions of drugs in the body, toxicity of chemicals, and green chemistry. This course satisfies the liberal arts requirements for a non-laboratory science course in chemistry. (3 lecture hours)

SUNY GEN ED-n/a; NCC GEN ED-NSCI

Offered: Spring, Summer

**Credit Hours:** 3

**Department:** Chemistry

**CHE 131 - General Chemistry I**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** This is the first course of the CHE 131 - CHE 132 sequence. The course covers fundamental principles of modern chemistry including problem-solving techniques. Topics include atomic and molecular structure, chemical nomenclature, stoichiometry, chemical bonding, properties of gases, liquids and solids, and solutions. One year of high school chemistry and a working knowledge of elementary mathematics including algebra is strongly suggested. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

**CHE 132 - General Chemistry II**

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** This is the second course of the CHE 131 - CHE 132 sequence. This course covers fundamental principles of modern chemistry including problem-solving

techniques. Topics include thermochemistry, thermodynamics, kinetics, equilibrium, acid-base theory, solubility products, oxidation-reduction, nuclear chemistry, and organic chemistry. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 135 - Chemistry for Applied Sciences

**Prerequisites:** Completion of all ENG, RDG and MAT remediation requirements.

**Description:** A one semester laboratory course encompassing basic principles of inorganic, organic and biochemistry with emphasis on their application. Topics include metric/SI systems, energy, basic atomic theory, stoichiometry, gas laws, solutions, pH, buffers, nomenclature and structure of organic compounds, amino acids, proteins, carbohydrates, lipids and metabolism. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Chemistry

### CHE 151 - Inorganic Chemistry I

**Prerequisites:** High School Chemistry or CHE 107

**Corequisites:** Pre or co-requisite MAT 111 or equivalent.

**Description:** Recommended for students concentrating in science or mathematics. A definitive study of chemistry encompassing modern atomic and molecular theory and periodicity. An in-depth study of physical and chemical behavior of matter, including stoichiometry, gas laws, and solutions. The laboratory work reinforces concepts presented in lecture through the application of the scientific method. Emphasis in the laboratory is placed upon accuracy and precision in the development of qualitative and quantitative techniques. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 152 - Inorganic Chemistry II

**Prerequisites:** CHE 151.

**Description:** A continuing course in modern chemistry, including work in oxidation-reduction reactions, chemical equilibrium, electrochemical cells, thermodynamics, and

chemical kinetics. The laboratory emphasizes descriptive chemistry via qualitative analysis, and classical methods of gravimetric, volumetric, and basic instrumental analysis. (3 lecture, 5 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 200 - Introductory Organic Chemistry

**Prerequisites:** CHE 131 or permission of Chairperson.

**Description:** CHE 200 offers a basic introduction to the world of organic chemistry. A functional group approach, emphasizing structure, nomenclature, preparation and reactivity is used. While the approach parallels CHE 201 to an extent, it is significantly less demanding and thus cannot be substituted for the higher level course. Nevertheless, many science and pre-professional students with weak backgrounds in chemistry have found CHE 200 helpful as a refresher course before taking CHE 201 - CHE 202. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

### CHE 201 - Organic Chemistry I

**Prerequisites:** Minimum of "C" in CHE 152.

**Description:** This is the first course of the CHE 201 - CHE 202 sequence. This 1st semester course in organic chemistry covers the nomenclature, physical properties, stereochemistry, structure-reactivity relationships, and reaction mechanisms of alkanes, alkenes and alkynes. Laboratory activities include organic synthesis, qualitative analysis and instrumental techniques. (3 lecture, 6 laboratory hours) Laboratory fee applies. Molecular model set required.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Fall, Spring, Summer

**Credit Hours:** 5

**Department:** Chemistry

### CHE 202 - Organic Chemistry II

**Prerequisites:** Minimum of "C" in CHE 201.

**Description:** This is the second course of the CHE 201 - CHE 202 sequence. This 2nd course in organic chemistry covers modern spectroscopic techniques and the characteristic reactions of the major classes of organic compounds. A mechanistic approach is emphasized. Laboratory activities include organic synthesis, qualitative analysis,

and instrumental techniques. (3 lecture, 6 laboratory hours) Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Spring, Summer

**Credit Hours:** 5

**Department:** Chemistry

### CHE 221 - Clinical Chemistry

**Prerequisites:** CHE 200.

**Description:** A one-semester course designed to train medical technologists in the principles and practices of the science of clinical chemistry, specimen collection and processing, quality control, modern instrumentation in clinical chemistry, basic physiology, analytical procedures, and correlations of abnormal values with the disease states. Laboratory utilizes modern instrumentation in the determination of biochemical profiles such as liver, kidney, heart, electrolytes, lipids, thyroid function, pancreatic function and the monitoring of therapeutic drugs. (2 lecture, 6 laboratory hours). Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI  
Offered: Spring

**Credit Hours:** 4

**Department:** Chemistry

### CHE 260 - Biochemistry

**Prerequisites:** CHE 200 or CHE 201 or permission of Chairperson.

**Description:** For paramedic science students. This course presents classes of biologically interesting compounds and covers their structure, biosynthesis, and metabolism. Physiological buffers are also presented. The laboratory stresses analysis of such classes of compounds. (3 lecture, 3 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-LSCI  
Offered: Spring, Summer

**Credit Hours:** 4

**Department:** Chemistry

## Chinese

### CHI

#### CHI 101 - Beginning Chinese I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Chinese speaking background. Laboratory fee applies. Laboratory component required. SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### CHI 102 - Beginning Chinese II

**Prerequisites:** CHI 101 or equivalent. Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

# Computer Processing

## CMP

### CMP 100 - Computer Literacy

**Description:** This course provides the general liberal arts student with a non-technical approach to computers. The lecture component discusses the role of computers in various disciplines and its impact on individuals, institutions and society. The hands-on approach allows the student to become familiar and comfortable with current technology, popular software and the Internet. Computer Information Systems and Computer Science majors will not receive credit for this course. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 2

**Department:** Math/Computer Science/Info Tec

### CMP 101 - Introduction to Computers

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** An introduction to computers applying critical thinking and problem solving strategies in science, mathematics and information/data management. The course will address issues of information validity and value judgments. Students will develop both qualitative and quantitative solutions to college-level applications. Topics include computer hardware and software, security, ethics, connectivity, basic networking (Internet), electronic spreadsheets, report and graph generation, and an introduction to programming concepts. Computer Information Systems and Computer Science majors will

not receive elective credit for this course.

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CMP 103 - Microcomputer Hardware and Software

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is designed to provide the student with a comprehensive introduction to microcomputers. Topics include fundamental concepts, hardware components, software products, and trends in computing. Issues related to the impact computers have on society and current changes in technology are also discussed. Students will receive hands-on instruction in popular software applications. (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CMP 105 - Electronic Spreadsheets

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course introduces electronic spreadsheet application software. Topics include spreadsheet operations, creation of charts and graphs, data query, multiple spreadsheets, links and macro programming. It is designed for computer processing, business and general liberal arts students interested in obtaining comprehensive hands-on training in the use of electronic spreadsheets (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CMP 106 - Database Processing

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is an introduction to database processing for business and information systems. Emphasis is placed on the planning, administration, control, and design of database management systems. A database programming language (command files, report generator, and screen files) is also presented. It is suggested that students have previous microcomputing experience and/or programming experience (or CMP 101 and

CMP 103) before enrolling in this course (4.5

lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CMP 115 - Computers in Business

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course introduces the role of computers and data processing in the business environment. Topics include: essential business computer concepts, computer hardware/software, modern business computer systems, the Internet, data communications, networking, and systems analysis and design. An introduction to DOS and Windows is covered. Electronic spreadsheets are used to emphasize business analysis and decision-making using computers. This course is primarily for business majors. Computer Information Systems or Computer Science majors will not receive credit for this course. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CMP 117 - Business Computing: Concepts and Applications

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is designed to provide the business student with a broad-based background in the use of computer systems in business and industry. An overview of computer hardware and software concepts with their impact on business systems is an integral part of the course. Students are introduced to a variety of information systems and the development life cycle utilized in the private sector. The importance of networking structures and the analysis of data flow within business and management information systems (MIS) are covered. Use of the Internet for global electronic commerce is discussed. The hands-on component of the course provides students with substantial use of spreadsheet, database and presentation software to analyze data and solve real-life business problems. Students will be introduced to databases that exhibit the hierarchy of data and the relational database model. (Students will not receive credit for both CMP 115 and CMP 117; Computer Science or Information Technology majors will not receive credit for this course.) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **CMP 205 - Survey of Operating Systems**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Students are introduced to the basic concepts of operating systems and will study the similarities and differences between at least three current and popular architectures and user interfaces. Topics include shell languages, file structures, background processes, system software, including editors, and system utilities. These topics will be covered for each of the different systems. Theoretical concepts covered include multi-tasking, inter-process communication and system administration. Use of both written and on-line system documentation is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **CMP 219 - Object Oriented Programming in C++**

**Prerequisites:** At least a C in CSC 130 or ITE 204 (or equivalent). Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course

**Description:** This is a course in object-oriented design and programming using C++ and is intended for students who already have a firm understanding of the object-oriented paradigm including objects, classes, and inheritance. The topics presented prepare the student for advanced study in Computer Science and Information Systems. Topics include C++ basics, I/O streams, class definition, friend functions and operator overloading, dynamic memory allocation/deallocation, dynamic binding, and virtual functions. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **CMP 490 - Cooperative Education Internship**

**Prerequisites:** Permission of Department, approval by the Agency offering the internship, a minimum of 9 CMP credits, and a minimum GPA of 2.75. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This is a course integrating classroom study with career related professional training in the area of Information Technology. The student will be placed in a corporation, small business or other setting related to the field of Information Technology and will gain work experience that enriches the theoretical concepts developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

## **Communications**

### **COM**

#### **COM 030 - Public Speaking for Non-Native Speakers (ESL III)**

**Prerequisites:** Placement test.

**Description:** COM ESL III is a preparatory public speaking course for advanced ESL students. It teaches organizational, research, and delivery skills. Students will learn how to carry out research, create a bibliography, write an outline, and deliver an informative speech. Improved fluency and clear articulation in English are also goals of this course. This course is offered only in conjunction with the credit bearing (3 credits) course COM 103. The courses will be given in an intensive (four days a week) format, and both can be completed in one semester.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Communications

#### **COM 101 - Interpersonal Communications**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course is a study of the historical and contemporary principles and concepts of human communication. An examination of the interpersonal communication process will help the student gain an awareness of the elements which both aid and hinder communication. Skills which will increase communication effectiveness will be studied, including verbal and nonverbal behavior, listening, assertiveness, and conflict resolution. Course will incorporate an analysis of theoretical applications.

SUNY GEN ED-GBCM; NCC GEN ED-

COM, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

#### **COM 103 - Public Speaking**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Principles and practices of public speaking. Emphasis in public speaking on preparation and presentation of speeches, selection of materials, organization and development, delivery, audience analysis, critical listening, and constructive evaluation. Three researched, informative speeches are required.

SUNY GEN ED-GBCM, NCC GEN ED-COM, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

#### **COM 104 - Film Appreciation**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Consideration of the film's coming of age as a major art form and its interaction with printing, theatre, television and radio. Time is devoted to readings and discussions on the form and aesthetics of the film as a popular culture and as art, on film criticism, with the analysis of historical and current films.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

#### **COM 107 - Film Production I**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A study of the creative & artistic concerns & fundamental processes involved in filmmaking. Emphasis on the preproduction planning, shooting, editing & screening of films. Material fee applies.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

#### **COM 109 - Television Journalism**

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A comprehensive study of electronic journalism as prepared and presented through the medium of television. Students engage in the creation of television

news production. Students develop a critical awareness of television news.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 110 - Understanding Mass Media

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** The study of mass media, radio, television, film, print, advertising of our time. How do the media reshape and restructure us as individuals, in the social group and as a "global village"? How do mass media work on the inside? How do mass media work outside on the lives of the consumers?

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Communications*

### COM 112 - History of Film

**Prerequisites:** Permission of Department Chairperson. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A history of the motion picture from the beginning to the present day, as it emerged as a form of entertainment, art & education. The course examines those influences, forms & techniques which have altered & affected the growth & development of the medium.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 113 - Documentary Media

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** historical development, content and social and artistic impact of the documentary are analyzed. The emphasis of the course is an examination of the distinctions and similarities in form and content of the documentary as it has developed through radio, television and film.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Communications*

### COM 119 - Interaction in Oral Interpretation

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Experiences in interacting with an audience, using prose and poetry as vehicles for oral interpretation. Different types of literature are used to develop skills in analysis and performance based on understanding principles of interaction in oral interpretation. Final goal consists of original programs, created and performed by students in class.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 121 - Small Group Communication

**Prerequisites:** COM 101. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Theory and practice in assuming membership and leadership roles in decision-making groups, with emphasis upon the individual's ability to communicate and thus interact more effectively. Group process is investigated as it relates to each individual's ability to communicate.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 123 - Argumentation and Debate

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Provides students an opportunity to locate, organize and use rational arguments both for and against controversial issues of national importance. Classroom debates promote skill in cross-examination, detecting faulty reasoning and refuting opposing views. For all students, particularly those interested in business and the professions.

SUNY GEN ED-GBCM; NCC GEN ED-HUM, COM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Communications*

### COM 124 - Communication for Business and the Professions

**Prerequisites:** COM 101. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A course designed to acquaint students with the fundamental principles and concepts of communication within the organizational environment. It assists in developing interpersonal skills needed for effective performance in business and

the professions. The course examines the communication implications of organizational structure on the processing, networking, and transaction of messages. The communication climates of organizations are analyzed.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 3

**Department:** *Communications*

### COM 125 - Effective Listening

**Prerequisites:** COM 101. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** The study of the theories of listening and the application of principles of effective listening in academic, professional, and personal situations. Students will analyze and test their own listening patterns and engage in exercises to improve listening skills.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Communications*

### COM 130 - Communication in Black America

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** (Dual listed with AFR 197) A study of how oral communication functions in various relationships. Emphasis on discussion, group exercises, role playing. The role of oral communication in the Black experience.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 170 - Radio Production

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** An introduction to the medium of radio with an emphasis on basic radio production. Students gain competence in using radio equipment and producing programs in various formats. The course will examine the role of program elements to support business and public interest aspects of the medium. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Communications*

### COM 171 - Television Studio Production

**Prerequisites:** Students must have satisfied all ENG and RGD remediation requirements prior to starting the course.

**Description:** Designed to give the student a creative grasp of the art and craft of television production in a studio setting. Students develop skills in the aesthetic as well as technical aspects of television in the practical setting. Emphasis is on the production process by developing group and individual projects. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM, FAPA

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 172 - Video Field Production

**Prerequisites:** Students must have satisfied all remediation requirements prior to starting the course.

**Description:** Designed to give the student a creative grasp of the art and craft of television production in a field setting. Students develop skills in the aesthetic as well as technical aspects of television using single camera shooting and editing techniques. Emphasis is on the production process by developing group and individual projects. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-HUM, FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

### COM 201 - Voice and Diction

**Description:** Prerequisites: Students must have satisfied all ENG and RDG remediation requirements prior to starting the course. A study of the structure and function of the speech and voice mechanism. The course is designed to provide training for the improvement of articulation and voice quality. The International Phonetic Alphabet and its use in recording the sounds of American English are studied. Emphasis is given to the practice and application of principles basic to good speech production. Voice recordings and individual conferences with the instructor are required of all students.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 202 - Persuasive Speaking

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Students who have taken COM 102 will not receive credit for COM

202. Examines the role of persuasion in contemporary society. Focus on both the technical and ethical aspects of persuading. Study of attention, various appeals, and structure in adapting to audiences. Assigned speeches.

SUNY GEN ED-GBCM; NCC GEN ED-HUM, COM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

### COM 203 - Phonetics

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course will provide students with a strong foundation in the study of human speech by focusing on the physiological aspects as well as the physical components of speech sounds. Students will study the anatomy of the vocal tract, articulation processes, dialects and accents, the articulatory and acoustic properties of speech sounds, the International Phonetic Alphabet, and the direct application of phonetic principles. This course is intended to fit within the recommended sequence of course work to be completed by undergraduates who wish to enter the fields of Speech Pathology/Audiology, Linguistics, and TESL/TEFL.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 209 - Introduction to Speech and Hearing Therapy

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** A study of speech & hearing disorders, their diagnosis & treatment. Review of the physical, emotional & intellectual interrelationships of language & speech development. Provide a comprehensive overview of the field of speech & hearing therapy.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 210 - Global Media

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** The study of international, national, transnational, and global media. The course will deal with the media systems in other countries, the exportation of American

media products, and how other cultures use the media to tell stories.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, HUM

Offered: Spring, Summer

**Credit Hours:** 3

**Department:** Communications

### COM 220 - Communication and Language

**Prerequisites:** COM 101 or COM 202 or COM 103. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Communication and Language is an advanced course which teaches the meaning of oral language codes and explains how and why language takes the form we observe. Issues that underlie varieties of speech such as sexism, racism, and social status are examined, and the specific mechanisms of these codes are revealed. Special emphasis is given to the oral patterns used by men and women, to the pragmatic aspects critical to communicative function, and to the study of dialectical variety and bilingualism.

SUNY GEN ED-GBCM; NCC GEN ED-PLDI, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 222 - Nonverbal Communication

**Prerequisites:** COM 101. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Theories and methods of nonverbal communication. Emphasis on the analysis and significance of nonverbal cues and their effects on behavior in daily living. Participation in exercises demonstrating various aspects of nonverbal communication including body language, eye movement, smell and space and time relationships. Exploration of nonverbal behavior of other cultures and subcultures. Mini-projects in observing and recording nonverbal behavior in many kinds of situations including those in which nonverbal norms are violated.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Communications

### COM 224 - Intercultural Communications

**Prerequisites:** COM 101. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** This course will examine the factors that help people understand,

adjust to, and interact with others of diverse cultures. The focus will be on the strategic role of communication within the context of sociocultural factors that affect communication style and effectiveness. Students will become familiar with major theory and research in intercultural communication and have an opportunity to develop and practice those competencies that will increase their effectiveness in intercultural interactions. SUNY GEN ED-n/a; NCC GEN ED-PLDI, HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Communications

### COM 290 - Media Practicum

**Prerequisites:** Departmental permission. Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** Supervised practical experience at media facilities providing the students with situations in which they can apply concepts learned in previous media courses. Field experience and future career opportunities will be discussed in a collateral on-campus class. The focus of this course is on media technology. (Prior coursework in media or permission of the Departmental Chair required.) Three credits (1 1/2 hours classroom lecture, discussion; 12 hours field experience) SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Communications

## Criminal Justice

### CRJ

#### CRJ 101 - Police Organization and Administration

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Administrative principles and practices which apply to law enforcement and public safety agencies, including the formulation of policy and procedures, rules and regulations, deployment, coordination of activity, and the enactment of procedural and tactical planning.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 105 - Foundations of the Justice System

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Students will be provided with basic knowledge of the philosophy, structure and processes utilized in the delivery of justice. This survey of justice will provide students with the necessary knowledge so they can understand and impact the system to enable it to best serve individual and/or societal needs.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 106 - Understanding Criminal Behavior

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Focuses on a branch of criminal justice dealing with criminal behavior in relation to legal principles and court cases. Practical aspects of assessment, management and treatment functions of the practitioner will be examined from both a clinical and a behavioral perspective. Students will explore theories, techniques and research methods associated with judicial settings and correctional institutions.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 110 - Introduction to Correction

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A survey of the correctional field: origins, development, current status, and future prospects. The course is intended for students who would like to explore the field of corrections. The focus is on the current state of corrections, with enough background material to illuminate relevant contemporary events.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 111 - Probation and Parole I

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on two important components of the correctional system which are frequently used as alternatives to incarceration of offenders. Students are introduced to the historical development of these systems, as well as to their legal aspects and the theories governing probation and parole. This course gives particular emphasis to the impact of these systems in the Criminal Justice System. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 112 - Probation and Parole II

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 110, CRJ 111, or CRJ 215 or permission of instructor or chairperson.

**Description:** This course reviews relevant issues in probation and parole systems which require in-depth analysis. Major problems are thoroughly examined and possible solutions are suggested. These areas cover a wide range of problems which have been in existence for long periods of time, and those which have developed as a result of the emergence of new technology or change in philosophy in the correctional discipline.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 113 - Community Based Corrections

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course assists students in understanding the principles and philosophy of alternatives to incarceration. The course focuses on the various correctional programs available to offenders which are designed to assist the individual to make a more realistic adjustment to normal community living following the commission of a criminal offense or delinquent act.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Criminal Justice

#### CRJ 201 - Criminal Investigation

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course examines the theories and practices of criminal investigation through each of the germane aspects, commencing with the discovery of a potential crime, through crime scene and evidence methodology, through the secondary investigative steps of examination, interview, interrogation and case preparation. Emphasis is placed on the utilization of evidence and testimony to prove both the elements of specific crimes and the identity of the specific criminal(s).

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 203 - Police and the Community**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The importance of good police community relations is stressed, as well as the factors that go into the effort to achieve them. The course gives the student an in-depth review of the past and the present state of police community relations, as well as an assessment of what will be required in the future. The impact of politics, unionism, minorities and media relations on the police and the public they serve is analyzed.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 206 - Dispute Resolution (Mediation)**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on the differences between mediation, arbitration and fact finding, and how each of these processes is used on the Federal, state, and local level. A comparative study of dispute resolution centers throughout the United States, and how these centers are used as an alternative to the Criminal Justice System. The course will provide outlines for student participation in role playing dispute situations, and how the disputes are resolved, including the final agreement between the parties.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 207 - Criminal Justice Internship**

**Prerequisites:** Completion of RDG 001 and ENG 001. Permission of Department required.

**Description:** This course offers a classroom seminar and assignment in various agencies within the Criminal Justice System, providing students with the opportunity to include an internship in their studies and to integrate classroom learning with practice before considering entering the criminal justice professions. Field experience will occur in Police, Sheriff, Probation, Correction, Parole, County Attorney, District Attorney, and related agencies at the local level. Students will become acquainted with the function, structure, staff and clientele of these Criminal Justice agencies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 212 - Research in Crime and Security**

**Prerequisites:** Completion of RDG 001 and ENG 001. At least nine credits of Criminal Justice and/or Private Security Administration.

**Description:** (Dual listed with PSA 241)  
This seminar type course offers the student an opportunity to examine specific issues, conflicts or controversies in one or more of the following discipline areas: law enforcement, loss prevention, the courts, and corrections. An interdisciplinary approach is stressed for a broader understanding. Each student is required to complete a research project under the direction of the instructor in the student's chosen area of examination.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 215 - Introduction to Juvenile Delinquency and Justice**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The organization, functions, and jurisdiction of juvenile agencies; the processing and detention of juveniles. A comprehensive study of the state law relating to youthful offenders.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 216 - Investigation Interviewing and Counseling**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course examines the various functions of investigations conducted on offenders, preparation of reports for various agencies, interviewing techniques most applicable to the correctional client, and the various issues involved in the counseling of these specific types of clients.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 217 - Contemporary Issues in Corrections**

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 105 or CRJ 110 or permission of instructor or Department chairperson.

**Description:** An examination of the most relevant issues in corrections at this time. Correctional treatment, sentencing practices and impact on correctional policy, violence

in prison, community based treatment of the offender, minority offenders and other issues are analyzed in depth.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 218 - International Criminal Justice Systems**

**Prerequisites:** Completion of RDG 001 and ENG 001. Permission of instructor.

**Description:** This study tour will examine the criminal justice systems of foreign nations. Students will visit courts, penal institutions, assessment and treatment centers for both youthful and adult offenders. In addition, discussions with government officials and criminal justice practitioners are planned. Participants will have an opportunity to contrast and compare the criminal justice systems of these countries with that of the United States. Travel costs are extra.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Winterim

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 219 - Sentencing Alternatives and the Juvenile Delinquent**

**Prerequisites:** Completion of RDG 001 and ENG 001. CRJ 215.

**Description:** A seminar course that will focus on presenting functional sentencing alternatives for juvenile delinquents and persons in need of supervision (PINS). The course objectives will involve instruction supported by an active learning environment, including campus-based fieldwork. Students will participate in conflict resolution and mediation, teen court scenarios, diversion programs and a wide variety of other community based sentencing alternatives. Students, under faculty supervision, will have an opportunity to interface with agencies that provide alternative sentencing programs in Nassau County.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

**CRJ 220 - Women in the Criminal Justice System**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This seminar will explore the various theoretical explanations underlying contemporary female criminality. The issues of female victimology, women as offenders & female practitioners in the criminal justice system will be examined. Problems within the

various rehabilitative and punitive sentencing alternatives will be identified and analyzed.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 221 - Police Supervision and Public Relations

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A seminar course on the administration of justice & community relationships. It utilizes the interdisciplinary activities & emphasizes the evaluation of police facilities at the community level.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 225 - Criminal Law

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Introduction to the origin and function of the substantive criminal law of New York State; review and analysis of the elements of major offenses at common law and under modern penal codes, and the available defenses; review and discussion of leading judicial interpretations of penal codes.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 226 - Criminal Procedure

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Devoted to the study of the criminal law administration as mandated by the Supreme Court of the United States through legal controls over police investigative procedures. Specifically, the 4th, 5th, 6th, and 14th Amendments of the U.S. Constitution and the New York criminal procedure law are discussed and analyzed through the case law. Special emphasis is placed on procedures involving arrests, searches and seizures, warrants and interrogation.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 227 - Constitutional Law

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Introduces the student to the institutional aspects of the U.S. Constitutional

system. Historically, the relationship between the Federal Constitution (the Bill of Rights and 14th Amendment) and the states is traced through a study of the decisions of the United States Supreme Court.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 228 - Law of Evidence

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A brief analysis of the law of evidence for undergraduates which will be beneficial to police officers and students intending to enter the field of criminal justice and law.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Criminal Justice

### CRJ 230 - Introduction to White Collar Crime

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 001 / RDG 002 if required.

**Description:** This class focuses on the different types of white collar crime such as identity theft, antitrust violations, bank fraud, computer/Internet fraud, economic espionage, counterfeiting, embezzlement, money laundering, bribery, securities fraud among others. Secondary aspects include theories/explanations of white collar crime, enforcement, adjudication and criminal statutes.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

## Computer Repair Technology

### CRT

#### CRT 201 - Personal Computer Equipment Servicing I

**Description:** This course is the first of a two-course sequence designed to provide the skills required to install, service and maintain personal computers and their peripheral devices. Topics include microcomputer fundamentals; PC hardware; the addition or replacement of field replaceable modules; installation and configuration procedure for various devices; common problems associated with each module and troubleshooting

techniques. Microprocessor support systems, memory systems, on-board I/O, expansion slots, system board upgrading and troubleshooting conclude the course. Department computer facility will be used for all laboratory work. Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

#### CRT 202 - Personal Computer Equipment Servicing II

**Prerequisites:** CRT 201

**Description:** This course is the second of a two-course sequence designed to provide the skills required to install, service, and maintain personal computers and their peripheral devices. The course begins with coverage of input/output devices, including coverage of serial and parallel ports, troubleshooting port problems. The construction, installation and troubleshooting of input devices such as keyboards, mice, trackballs, joysticks, light pens, touch-screens and scanners are discussed. Magnetic storage is then covered including disk drive operation, floppy disk drives, hard disk drives, RAID systems and tape drives. Video displays, including CRT basics, color monitor video standards, video controllers, liquid crystal displays and gas plasma displays are covered. The characteristics, mechanics, installation and troubleshooting of dot-matrix, ink-jet and laser printers are studied. Data communications is covered, including modems, local area networks and wide area networks. Department computer facility will be used for all laboratory work. Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

## Computer Science

### CSC

#### CSC 104 - Programming Logic and Problem Solving

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** The course is an introduction to programming logic and problem solving including programming concepts and terminology. The focus of the course is on critical thinking skills necessary to write computer programs and provides students with an introduction to programming without focusing on the details of programming syntax.

This course is intended for students with little or no object-oriented programming experience. Students who have completed CMP 104 will not get credit for CSC 104. (3 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-CMPS, FBAE, MBAE

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CSC 120 - Computer Science I

**Prerequisites:** At least a C in CSC 104 or at least a C in MAT 111 or permission of Department. Student must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is an introduction to computer programming and algorithmic problem solving using an object-oriented, high level programming language. Emphasis is placed on problem solving strategies that utilize multiple classes and methods. This course will focus on the following concepts: algorithm implementation, modular development, documentation, abstraction and coding along with problem solving strategies. Includes supervised hands-on component. Students who have completed CMP 210 will not get credit for CSC 120. (4 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CSC 130 - Computer Science II

**Prerequisites:** At least a C in CSC 120. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course expands on the design of object-oriented programs introduced in Computer Science I. Students will be introduced to abstract data types including stacks, queues, and lists. Emphasis is placed on the design and implementation of these abstract data types as well as applications that utilize them. Object-oriented programming concepts such as composition, inheritance, polymorphism, and exception handling are utilized throughout this course. An introduction to binary-trees and recursion is provided. Includes supervised hands-on laboratory component. Students who have taken CMP 211 will not get credit for CSC 130. (4 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-CMPS, FBAE, MBAE

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CSC 217 - C Programming Language

**Prerequisites:** At least a C in CSC 130 or CMP 219 or ITE 204, or permission of the Department. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** The C programming language is widely used in both the computer industry and as a tool for studying advanced topics in the area of Computer Science. Topics include language syntax, scalar and compound data types, pointers, functions, operators, modular coding practices and files. Both the ANSI version and the traditional C are discussed with emphasis on the former. Typically fall day and spring evening. Students who have completed CMP 217 will not get credit for CSC 217. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CSC 230 - Data Structures

**Prerequisites:** At least a C in CSC 130. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course introduces the programming literate student to the advanced data types and structures of priority queues, hash tables, and search trees. The concepts covered in this course include recursion, algorithm efficiency, best and worst time analysis, and advanced tree structures and graphs. Typically fall day and spring evening. Students who have completed CMP 251 will not get credit for CSC 230. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CSC 240 - Mobile Application Development

**Prerequisites:** At least a C in CSC 130 or permission of the Department

**Description:** This course introduces students to the emerging field of mobile device software development. Capitalizing upon their prior experience in general-purpose object-oriented program development, students will learn how to write and test programs for handheld devices. Students will learn about the hardware limitations of handheld devices and how to optimize performance for them. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### CSC 250 - Computer Organization and Assembly Language Programming

**Prerequisites:** At least a C in CSC 130. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Implementation and discussion of registers, addressing modes, relocatability, base arithmetic, data representation, assembly and linkage using a particular instruction set and architecture. Topics include arithmetic calculation, memory organization, flow of control, address modification and access method, bit and byte manipulations, I/O, user and system interrupts, routines and macros. Typically fall evening and spring day. Students who have completed CMP 207 will not get credit for CSC 250. (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### CSC 260 - Analysis of Computer Architecture and Software

**Prerequisites:** CSC 250 (with concurrency). Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** The fundamentals of computer systems are examined. Computer architecture and the many levels of software systems are studied. Topics include microarchitecture, microprogramming, conventional machine language, operating system software, assemblers, linkers and loaders, compilers and interpreters, codes and networks. A term project is directed in one of these areas. Typically fall evening and spring day. Students who have taken CMP 220 will not get credit for CSC 260.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

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## CSW

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## Dance

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### DAN

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#### DAN 101 - Dance in the 20th Century

**Prerequisites:** Satisfactory completion of Remedial Reading.

**Description:** A study of the development of dance as an art form from the Romantic Era at the end of the 19th century to the contemporary scene. Representative choreographers, dance theories, trends and personalities are discussed. The course includes film shows and subsequent seminar discussion related to the films, as well as practical workshops for exploring movement concepts and styles. Attendance at dance performances is required.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

### DAN 105 - Dance Concepts I

**Prerequisites:** for Dance A.A majors only or permission of the department

**Description:** This is the first course in the DAN 105 - DAN 106 sequence. The use of improvisation to introduce and develop elements of dance composition through exploration of the factors of space, rhythm and dynamics; solo and group studies. Additional independent studio hours are required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

### DAN 106 - Dance Concepts II

**Prerequisites:** DAN 105.

**Description:** The use of improvisation to introduce and develop elements of dance composition through exploration of the factors of space, rhythm and dynamics; solo and group studies. Additional independent studio hours are required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

### DAN 109 - Movement for Musical Theatre

**Prerequisites:** for Acting A.A. degree majors only or permission of the Department.

**Description:** Training for movement for musical theatre with emphasis in modern jazz and tap (3 hours).

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### DAN 117 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 110 - AFR 111)

This is the first course in the DAN 117 - DAN 118 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### DAN 118 - African American Dance Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 110 - AFR 111)

This is the second course in the DAN 117 - DAN 118 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### DAN 125 - A Survey of the Art of African American - Dancers and Choreographers

**Description:** (Dual listed with AFR 112)  
An introduction to the contributions of African American creative and performing artists to the development of social and theatrical dance in America. Classroom demonstrations by representative artists and field trips to dance concerts are part of the curriculum.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### DAN 126 - Introduction to Modern Dance

**Description:** Studio work in basic dance techniques; movement and combinations explored and analyzed with emphasis on elements of space, energy and time. The aim: to develop (1) body awareness; (2) the ability to control and direct one's own body in organized rhythmic movement; (3) organic dance movement and an individually expressive body. No previous experience necessary. The course substitutes for one credit of physical education activity. Attendance at off-campus dance productions required (3 hours).

SUNY GEN ED-GART; NCC GEN ED-PED, HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Theatre & Dance

### DAN 127 - Modern Dance I

**Prerequisites:** DAN 126 or permission of the instructor.

**Description:** This is the first course in the DAN 127 - DAN 128 sequence. Training in modern dance techniques to develop (a) the body as a performing instrument, and (b) an awareness of the movement principles and aesthetic elements of specific dance studies (3 hours).

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

### DAN 128 - Modern Dance II

**Prerequisites:** DAN 127.

**Description:** This is the second course in the DAN 127 - DAN 128 sequence. Training in modern dance techniques to develop (a) the body as a performing instrument, and (b) an awareness of the movement principles and aesthetic elements of specific dance studies (3 hours).

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 2

**Department:** Theatre & Dance

### DAN 129 - Rehearsal and Performance

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the first course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### DAN 130 - Rehearsal and Performance

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the second course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 131 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the third course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 132 - Rehearsal and Performance**

**Prerequisites:** for Dance A.A. degree majors only or permission of the department.

**Description:** This is the fourth course in the DAN 129 - DAN 132 sequence. Study and performance of selected choreographed works and new works which may be traditional, contemporary or experimental in concept and structure. (Available for one credit each semester to be taken in a four-semester sequence.)

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 140 - Elementary Modern Dance Technique and Ballet**

**Description:** This is the first course in the DAN 140 - DAN 141 sequence. The elementary dancer learns the basic disciplines in dance as a performing art and acquires the knowledge and understanding of the movement principles underlying these skills.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

**DAN 141 - Elementary Modern Dance Technique and Ballet**

**Prerequisites:** DAN 140.

**Description:** This is the second course in the DAN 140 - DAN 141 sequence. The elementary dancer learns the basic disciplines in dance as a performing art and acquires the knowledge and understanding of the movement principles underlying these skills.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

**DAN 217 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 113)

This is the first course in the DAN 217 - DAN 218 sequence. Participation in the production, rehearsal and performance of the African-American dance ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 218 - African American Dance Ensemble, Rehearsal and Performance**

**Description:** (Dual listed with AFR 114)

This is the second course in the DAN 217 - DAN 218 sequence. Participation in the production, rehearsal and performance of the African American Dance Ensemble Productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

**DAN 240 - Intermediate Modern Dance Technique and Ballet**

**Prerequisites:** DAN 140 and DAN 141.

**Description:** This is the first course in the DAN 240 - DAN 241 sequence. The intermediate dancer works to develop the technical skills and understanding essential to performance of modern dance and ballet works.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

**DAN 241 - Intermediate Modern Dance Technique and Ballet**

**Prerequisites:** DAN 240.

**Description:** This is the second course in the DAN 240 - DAN 241 sequence. The intermediate dancer works to develop the technical skills and understanding essential to performance of modern dance and ballet works.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

# Economics

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**ECO**

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**ECO 100 - Survey of Economics**

**Description:** A survey of the basic principles of economics, with application to

contemporary issues. Operation of markets, determination of national income and its measurements, the role of financial markets, monetary and fiscal policies, and international trade are to be considered, as well as their impact upon the economy, individuals, and businesses. Business majors should take ECO 207 - ECO 208.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

**ECO 110 - Personal Finance**

**Description:** (Dual listed with FIN 110)

Personal Finance prepares students to manage their current and future financial affairs. Topics to be covered include: financial planning, saving and credit, insurance, government transfers, home buying, stocks, bonds, mutual funds, and estate planning. This is a practical and sophisticated course intended to aid students with their personal finances.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

**ECO 111 - Introduction to Finance**

**Description:** This course offers an introduction to financial decision making and the basic structure of institutions in contemporary financial markets. Topics include time value of money, risk and return, investment types, the role of government regulation, the influence of globalization in contemporary financial markets and evaluation of financial performance and return. The role of ethics in financial decision making and institutional policy will be discussed. Internet and data base research will be used to support the course curriculum and help the student develop the necessary skills to analyze realistic scenarios used in financial markets.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

**ECO 112 - Introduction to Investments**

**Description:** (Dual listed with FIN 112)

An introduction to financial investments and portfolio management. Course topics include: financial markets and instruments, reading financial listings, stock trading and indexes, risk analysis, present and future value, stock valuation and investment decisions, portfolio management, individual and portfolio yields, types and uses of derivatives, sources of investment information, mutual funds, international diversification, the

macroeconomy and the impact of economic variables on investments.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 207 - Principles of Macroeconomics**

**Prerequisites:** Students must have satisfied all remediation in MAT.

**Description:** An introductory course which views the behavior of the economy as a whole and the problems of economic organization. Students will explore the fluctuations of output and prices. Problems and measurement of economic growth, inflation, unemployment and income will be discussed. Money, credit and financial institutions will be analyzed, as well as their impact on fiscal policies and international trade.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 208 - Principles of Microeconomics**

**Prerequisites:** Students must have satisfied all remediation in MAT.

**Description:** Overview of the economic problem, the traditional value theory, division of labor and its application to international trade. Analysis dealing with the behavior of individual elements in the economy. Organization of business, the various market structures, the theory of consumer behavior, price determination in the product and factor markets. Historic perspective of unions and their impact on the economy will be considered.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 212 - Economic Statistics**

**Prerequisites:** MAT 102 or permission of instructor.

**Description:** An introduction to economic statistics. Topics covered include review of statistical inference, time series analysis, index numbers and introduction to econometrics. This course will help students understand the construction and uses of business, government and other social statistics. Topics will include the CPI, GNP, and risk analysis.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 213 - Money and Banking**

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 213) Basic concepts of money and financial intermediaries. Development of commercial banks and the creation of demand deposits. Yield, risk, and interest rates will be analyzed from a monetary and fiscal perspective. Functions and policies of the Federal Reserve in credit regulation and economic stabilization will be analyzed. Monetary Theory, Keynesian vs. Monetarists, international finance, exchange rates and the balance of payments will be examined.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 214 - Corporation Finance**

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 214) An introductory course describing the role and functioning of business firms in the economy, and the application of economic theory in the solution of managerial decisions. Topics investigated include the management of cash, inventories and receivables; selection of alternative investments; short, intermediate, and long-term sources of financing; the cost of capital, optimum capital structure; corporate dividend policies. Case problems are assigned to develop applications of general principles.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 215 - Economic Development of the U.S. (Economic History)**

**Description:** The economic forces which brought the United States from an undeveloped wilderness to its present position of world leadership will be examined. The role of economic institutions will be considered in the transformation of our nation into a highly centralized, interdependent society. The economic, social, and political problems concomitant with this development will also be studied.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 216 - Economics fo the Developing World**

**Prerequisites:** ECO 207 or permission of the Department Chair.

**Description:** This course is an introductory study of the economic development of Third World countries. It focuses on the role of education, health, human resources, planning, income distribution, food supplies, natural resources and international trade in nations' development. Students will work with data, graphs and maps. Students will learn to identify and understand the differences between developed and developing nations, their respective development patterns, as well as the impact of increasing global interdependence.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI  
Offered: Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 218 - International Economic Systems: A Study Abroad**

**Prerequisites:** ECO 207 or ECO 208 and permission of instructor.

**Description:** An in-depth and comparative study of the structure, conduct and performance of alternate economic systems. Students will study the economic and financial institutions and public policies of selected economic systems. The course is offered abroad for six weeks in the summer only. For additional information, contact the Department of Economics/Finance.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW, WESH

**Credit Hours:** 6

**Department:** Economics and Finance

### **ECO 220 - American Banking Practice**

**Prerequisites:** ECO 213 or permission of instructor.

**Description:** (Dual listed with FIN 220) The purpose is to provide the student with an insight into the organization and internal operation of various departments of a bank. Concentration on what a bank does, rather than the exact procedure of how it works, is the core of this course.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** Economics and Finance

### **ECO 222 - Economic Geography of the World**

**Description:** Discussion of basic world economic activities, including supply and distribution of natural resources, technology of production, and productivity of labor.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI, SBS

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 230 - Introduction to International Economics and Finance

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with FIN 230)

A study of the United States as an open economy which trades in goods, services and financial assets with other nations. Topics include the reasons nations trade; the costs and benefits of free trade; tariff and non-tariff barriers; regional trade pacts; economic and monetary integration; foreign exchange rate determination; balance of payment problems and international capital mobility; and international monetary institutions. SUNY GEN ED-GSBS; NCC GEN ED-WESH, SBS

Offered: Spring

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 280 - History of Economic Thought

**Description:** General examination of ancient and medieval economic institutions with special emphasis on its modern relevance. Specific study of economic thought and practice of mercantilism, physiocrats, classical economics, 19th century socialist dissent, neoclassical and modern schools of economics and its contemporary significance. This study directs students' attention, whatever their field of interest, to man's economic world and the forces that are shaping it. SUNY GEN ED-n/a; NCC GEN ED-WESH, SBS

**Credit Hours:** 3

**Department:** Economics and Finance

### ECO 490 - Cooperative Education Internship

**Prerequisites:** ECO 207 and one other ECO or FIN course and permission of the instructor.

**Description:** (Dual listed with FIN 490) Supervised, practical experience at institutions such as commercial banks, thrift institutions, stock and bond brokerage houses, government agencies and firms employing economic practitioners that will provide students with situations in which they can apply concepts learned in previous Economics and Finance courses. Written reports demonstrating understanding of theory and its application will be an integral aspect of this course. Field experience and future career opportunities will be discussed in co-lateral, on-campus class. Prerequisite for this course is the completion

of Economics 207 plus one other economics or finance course and permission of the instructor. Students must have, as a minimum, a 2.50 GPA to be enrolled in this internship course.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 4

**Department:** Economics and Finance

## Education

### EDU

#### EDU 101 - Applied Behavior Analysis: Field Experience I

**Prerequisites:** Permission of Chairperson.

**Description:** A systematic examination of facilities for the education of special education children. Emphasis is placed upon developing the student's understanding of applied behavior analysis, atypical vs. typical development, the analysis of human behavior and techniques for behavioral change, and developmentally appropriate curriculum. Field experience is designed to provide the student with opportunities for observation and participation in public and private schools for a minimum of three hours a week. (3 lecture, 3 laboratory hours). Students who have taken SEV 101 will not receive credit for EDU 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Multidisciplinary Studies

#### EDU 102 - Applied Behavior Analysis: Field Experience II: Practicum

**Prerequisites:** EDU 101 and permission of Chairperson.

**Description:** Supervised field experience in preschool-12th grade classes within both special and regular education classes for a minimum of 9 hrs. per week. Students will be required to demonstrate competence in developmentally age-appropriate curriculum and behavioral programs. Lecture is devoted to discussion of problems encountered on field experience. (1 lecture, 9 laboratory hours) Students who have taken SEV 102 will not receive credit for EDU 102.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Multidisciplinary Studies

#### EDU 104 - Infants and Toddlers

**Description:** Will explore programs, curricula for the care of children ages 6 weeks through the second year who are in group care settings. Appropriate techniques for fostering the emotional, physical, social, and cognitive

development of the very young will be examined. Field visits to infant and toddler programs will be required. Students who have taken SEV 104 or NED 106 will not receive credit for EDU 104.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### EDU 105 - Introduction to Developmental Disabilities

**Prerequisites:** PSY 203 and PSY 213.

**Description:** This course will provide an overview of developmental disabilities and the nature and needs of disabled people throughout the life cycle. Issues to be explored include definition of developmental disability, etiology, normalization, mainstreaming, and the role of the interdisciplinary team. Legal, ethical and cultural considerations will be emphasized as well as the impact of disabilities on the person affected, the family and the community. Students who have taken SEV 105 will not receive credit for EDU 105.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### EDU 206 - Educational Psychology

**Prerequisites:** PSY 203.

**Description:** (Dual listed with PSY 206) This course is intended to provide knowledge and understanding of the major theories and findings of the science of Educational Psychology. The course includes a consideration of such topics as: research methods in educational psychology; the cognitive, personal, social and moral development of students; the impact of student diversity on teaching and learning; the principles and processes of learning; motivational concerns in education; classroom management; techniques of teaching; and methods of assessing student learning. Students who have taken PSY 206 will not receive credit for EDU 206.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### EDU 208 - Foundations of Education

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** This introductory course presents an overview of the historical, philosophical, sociological and pedagogical influences on American education. Prominent figures who have shaped education and Supreme Court cases that have influenced educational policy

are examined. Major trends in contemporary education are analyzed with special focus on multicultural and inclusive education. Students who have taken PSY 208 will not receive credit for EDU 208.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Multidisciplinary Studies*

### **EDU 235 - Psychology of the Exceptional Child**

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** (Dual listed with PSY 235) Psychological development and problems of mentally retarded, physically handicapped, maladjusted, disturbed, sensory disabled, gifted and developmentally disabled children and adolescents. Students who have taken PSY 235 or SEV 103 will not receive credit for EDU 235.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** *Multidisciplinary Studies*

# Electrical Engineering Technology

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## ELT

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### **ELT 103 - Elementary Engineering I**

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodology of engineering design. The "design" aspect of the course consists of an introduction to computer integration (as it applies to the engineering profession), graphical techniques, and design oriented problems using analysis software. The objectives of the design section entail the generation of engineering related problems. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 1

**Department:** *Engineering/Physics/Tech*

### **ELT 110 - Technical Practices**

**Description:** An introductory study of the technical practices employed in the electronics industry, with particular emphasis on the design and construction of metal

chassis, printed circuit boards, proto boards, component identification and hand tool usage to be developed by the construction of technical projects. (Every student must complete the electronic projects for completion of the course. The proto board and projects will be used in other ELT courses when completed.) Approximate cost: \$80.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** *Engineering/Physics/Tech*

### **ELT 112 - Resistive Circuits**

**Description:** Pre or Co-requisite: MAT 109. An introductory resistive circuits course employing applied mathematics for circuit analysis. The fundamental concepts of current, voltage and resistance are the major components of the course. Ohm's law, Kirchhoff's laws, voltage division, current division, Thevenin's theorem, superposition, and mesh/node analysis are included as methods of analyzing resistive circuit parameters. The laboratory segment of the course provides instruction on electronic measuring equipment and practical circuit investigations. Analog and digital multimeters, power supplies, function generators, and the oscilloscope are included. Laboratory fee applies.

SUNY GEN ED-n/a; NCC gen ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **ELT 113 - Electronics I**

**Prerequisites:** ELT 112.

**Description:** This course begins a sequence of two courses in electronics. Semiconductor physics is introduced with applications of the semiconductor diode to rectification, clipping and clamping. The junction transistor is studied with special regard given to biasing techniques, small and large signal amplification. Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **ELT 115 - Reactive Circuits**

**Prerequisites:** ELT 112.

**Description:** Steady state response of circuits containing resistive, capacitive, and inductive elements subject to sinusoidal excitation. Transient responses of these circuits subject to step or pulse excitation. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **ELT 203 - Automatic Control Theory II**

**Description:** This course introduces the concepts of applied electronic instrumentation and automatic control. Computer analog and digital instrument circuits, and computer interface concepts are introduced during the course of study. The laboratory reinforces industrial instrumentation applications for DC control circuits using selected input/output devices. The introduction of open and closed loop position control systems (servo system, stepper motors, and robotic systems) is also included. (Each student is responsible for the implementation of an electronic control circuit project.) Laboratory fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** *Engineering/Physics/Tech*

### **ELT 213 - Electronics II**

**Prerequisites:** ELT 113.

**Description:** A continuation of ELT 113 beginning with a study of multi-stage amplifiers, Bode diagrams and the frequency response of amplifiers. The Operational Amplifier and its more common applications are considered in detail. Filters, electronic communication concepts and some special topics conclude the sequence. Students work in teams to implement and present an electronics project as part of their laboratory experience. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **ELT 214 - Digital I**

**Prerequisites:** ELT 112.

**Description:** An introduction to Boolean algebra, Karnaugh minimization and the analysis/design of digital networks including arithmetic circuits, counters, registers and memories. In addition, basic hardware items such as multivibrators, Schmitt triggers, and integrated circuits are analyzed.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** *Engineering/Physics/Tech*

### **ELT 215 - Digital II**

**Prerequisites:** ELT 214.

**Corequisites:** ELT 217.

**Description:** Introduction to pulse analysis (integrators and differentiators) as well as transistor switch, bistable, monostable, integrated circuits (DTL, TTL, ECL, MOS, CMOS, HMOS, VMOS, CCD) LSI (dynamic shift register, memory-ROM, RAM) CP AMF and Modems.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### ELT 217 - Lab in Digital Electronics

**Prerequisites:** ELT 214.

**Corequisites:** ELT 215

**Description:** Examination of basic logic components such as gates, counters, clocks, registers, and computing elements by constructing and monitoring complex digital systems. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### ELT 310 - Advanced Topics in Digital Technology

**Prerequisites:** ELT 215 or permission of Department Chairperson.

**Description:** Theory and operation of microprocessors and peripherals, industrial and control systems applications of digital technology, machine and assembly language programming. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### ELT 330 - Electronic Communication

**Prerequisites:** ELT 213.

**Description:** This course deals with the methods and signals used to electronically transmit and receive information. Topics include a study of continuous modulation techniques such as AM, FM, PM, as well as a variety of Pulse Modulations methods. Included are selected topics in electronic communication systems and their controls. Students receive hands-on experience in the laboratory and a working knowledge of the basic bench instrumentation commonly used within the communications industry, including signal generators, modulators, oscilloscopes and spectrum analyzers. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

## English

### ENG

#### ENG 001 - College Preparatory English

**Description:** This course provides intense instruction in small classes to enable underprepared students to meet the demands of college-level writing. Specifically, students practice basic writing skills in preparation for the requirements of ENG 101 (See catalog description of ENG 101.) ENG 001 curriculum is designed to teach writing as a process encompassing pre-writing exercises, drafting, revising, and editing, but it is also provides review and instruction in basic grammar, punctuation, sentence boundaries and structural and developmental issues related to basic composition. Freshmen assigned to ENG 001 must pass it before enrolling in ENG 101. ENG 001 is a pass/fail course with no withdrawals allowed. (Students with a foreign language background are referred to the descriptions below of ENG 030. Additionally, ESL sections of ENG 001 are offered to students in need of focused language acquisition work in writing.) (3 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 0

**Department:** English

#### ENG 030 - English as a Second Language (ESL Writing III)

**Prerequisites:** Placement by Department.

**Description:** This course prepares students for ENG 101. Advanced language skills and flexibility with advanced sentence structures, vocabulary, and idiomatic expressions are stressed so that students develop correct, clear, and coherent self expression. Students practice a variety of essay structures with a focus on presenting a point of view and supporting it with evidence. By the end of the semester, students are expected to write developed, coherent essays and to substantively revise, proofread, and edit their work. The course is also designed to develop in students the skills that enable them to interpret and analyze texts. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 0

**Department:** English

#### ENG 101 - Composition I

**Prerequisites:** ENG 001, ENG 030 or placement by Department, RDG 001,

concurrent enrollment in RDG 030 or placement by Department.

**Description:** This course prepares students to produce clear, well-developed, well-organized, grammatically correct writing. The curriculum is designed to give students guided practice in drafting, revising, and editing essays.

The course is also designed to develop the skills that enable students to interpret and analyze published texts. In addition to readings assigned in class, students respond to texts they locate themselves through research and write at least one documented or research essay.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** English

#### ENG 102 - Composition II

**Prerequisites:** ENG 101.

**Description:** This course is an introduction to writing about literature. The course is designed for students to practice close reading and organizing evidence to support their written interpretation and analysis of literary texts. The course offers students continued practice in drafting, revising, and editing essays. A primary goal for students is to produce clear, well-developed, well-organized, grammatical writing. For at least one essay, students use research materials.

SUNY GEN ED-GBCM, GHUM; NCC GEN ED-COMP

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** English

#### ENG 105 - Grammar: Structure and Strategy

**Prerequisites:** ENG 101 or ENG 108.

**Description:** This advanced course is for students who are interested in a close study of the grammatical structures of the English language. Fundamental patterns underlying sentence building, word usage, punctuation, and spelling are addressed through intensive practice and exercises.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

#### ENG 108 - Honors English Composition I

**Prerequisites:** By invitation only.

**Description:** This course centers on the study of rhetorical form-narration, description, classification, process analysis, definition,

comparison/contrast, cause/effect and problem/solution-and uses the essay form as its method of investigation. The course is designed to give students a critical awareness of language and to teach language techniques through extensive readings. This course fulfills the college requirement for the first semester of English composition.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 109 - Honors English Composition II

**Prerequisites:** ENG 108 and/or by invitation.

**Description:** The second half of Honors English integrates literature-the introduction of poetry, fiction and drama- with further instruction in expository writing. The emphasis is on analyzing literature as a way of developing personal style. The course includes extensive readings of major literary figures whose works are the heritage of educated people. The course fulfills the College requirement for the second semester of English composition.

SUNY GEN ED-GBCM; NCC GEN ED-COMP

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 111 - Technical Writing

**Prerequisites:** Completion of the composition requirement in the student's major.

**Description:** This course examines the principles of technical writing and enables students to learn writing skills required in the technical job market. Style, strategy, and format in published samples of technical and scientific writing are analyzed. Student writings include reports, proposals, memos, outlines, and abstracts. Regular attention is paid to grammar and techniques of revision.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 203 - Early American Literature to 1865

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course is a study of American literature from earliest times through the 1860s. It provides an understanding of the heritage of American culture as reflected in Native American folklore, the works of the American Puritans and in writers such as

Irving, Poe, Douglass, Emerson, Thoreau, Hawthorne, Melville, and Whitman. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 204 - Modern American Literature from 1865 to Present

**Prerequisites:** ENG 102 or ENG 109, ENG 203 is not a prerequisite for this course.

**Description:** This course is a study of the changing visions of the American dream as depicted by major writers since the Civil War such as Twain, Dickinson, Crane, Hemingway, Fitzgerald, Walker, Updike, Baldwin, Morrison and Kingston. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 205 - Early English British Literature to 1800

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Students are introduced to the major English writers from the Anglo-Saxon period to the 18th century. Particular themes and ideas are seen in the context of the times of such writers as Chaucer, Shakespeare, Milton, Defoe, Swift, and Pope. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 206 - Modern British Literature from 1800 to Present

**Prerequisites:** ENG 102 or ENG 109, ENG 205 is not a prerequisite for this course.

**Description:** Students are introduced to major British writers from the late 18th through the early 21st centuries. Works of writers such as Wordsworth, Arnold, Dickens, Wilde, Woolf, Eliot, Yeats, Osborn, Lessing and Amis are studied in the context of their times and their literary and cultural values. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 207 - African American Literature I

**Prerequisites:** ENG 102 or ENG 109

**Description:** (Dual listed with AFR 130)

This course covers development of African American literature from early slave narratives and folklore following the advent of the trans-Atlantic slave trade through the Revolutionary, pre- and post-Civil War periods, to the major literary flowering of the 1920s Harlem Renaissance. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 208 - African American Literature II

**Prerequisites:** AFR 130 or ENG 207 or permission of the African Studies Department.

**Description:** (Dual listed with AFR 130)

This course examines intellectual currents in African American literature. The course explores themes and representative authors from the 1930s to the contemporary scene. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 209 - Modern Irish Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines outstanding works by major writers such as Yeats, Joyce, Shaw, O'Casey, O'Connor, Behan, and Beckett and their cultural background in relation to the Irish literary tradition. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-WESH, HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 215 - Journalism

**Prerequisites:** ENG 101 or ENG 108.

**Description:** This course examines the principles and practices of journalism with emphasis on reporting and writing news, features, interviews, and editing; today's press is also examined. Because of the many writing assignments of this course, only students seriously interested in journalism should enroll.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 217 - Autobiographical Writing

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Students read representative examples of autobiography which serve as models and inspiration for their own writing. Writing assignments include frequent journal writing and formal essays in which students use skills such as narration, description, and analysis to explore their world and examine their own ideas.

SUNY GEN ED-GART; NCC GEN ED-HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 220 - Mythology and Folklore

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course is a study of the mythological roots of literatures such as Greek, Roman, Indian and African mythology, tales from the Bible, and folk material such as ballads, fables, and proverbs. Myths and symbols are traced from their early sources through the 21st century. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 222 - Latin American Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual listed with LAS 222) This course introduces students to the range of traditions that comprise the literatures of Latin America. It will examine literary productions in specific cultural and historical contexts. Spanish, Portuguese, and Francophone literature, as well as indigenous works from such countries as Brazil, El Salvador, Argentina, Cuba, Puerto Rico, and Mexico will be studied in translation. Writing is an integral component of this course. This course may not be used for foreign language credit.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 225 - Introduction to Linguistics and Semantics I

**Prerequisites:** ENG 101 or ENG 108.

**Description:** This course is a study of basic aspects of language-phonology, morphology,

semantics- and other topics such as regional, social, and gender differences.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 226 - Introduction to Linguistics and Semantics II

**Prerequisites:** ENG 101 or ENG 108.

**Description:** This course examines grammatical systems and linguistic theory with primary emphasis upon first and second language acquisition.

SUNY GEN ED-GBCM; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 227 - South Asian Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course will introduce students to the diverse literatures of South Asia. It will provide an understanding of the literary and cultural traditions of the sub-continent: classical, Islamic, European, and postcolonial. This course will include texts in English and in translation from such countries as India, Pakistan, Bangladesh, Nepal, Sri Lanka, and Tibet. Writing is an integral component of this course.

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, LIT

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 228 - Asian American Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course surveys the development of the literature by writers of Asian ancestry living in the United States, from the early 1900s to the present. It examines the historical, social and cultural contexts that produced these writings, and the backgrounds for the varied ethnic groups, including Chinese American, Japanese American, Filipino American, Korean American, Vietnamese American, Indian and Pakistani American. Authors include Carlos Bulosan, John Okada, Maxine Hong Kingston, Bharati Mukherjee, Amy Tan. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-PLDI, HUM, LIT

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 229 - Native American Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines narrative styles and themes in Native American literature, and focuses on its embodiment of traditional American Indian concepts of time, space, history, spirit, body, and community. How Native American literature adapts oral literature and its traditions to the requirements of written literature is central to the course.

It also studies myth, pastiche, and humor as literary modes employed to challenge stereotypical depictions of "the Indian" in dominant Western culture. Authors include: N. Scott Momaday, Leslie Marmon Silko, Louise Erdrich, Greg Sarris, Sherman Alexie, James Welch and Paula Gunn Allen. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 231 - Mystery and Detective Fiction

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Several types of popular fiction, for example, the gothic mystery, the classic puzzle, hard boiled and pulp fiction are examined with regard to their origin and development. Writers such as Poe, Doyle, Sayers, Christie, Hammett, Chandler, and Stout are among the writers considered.

Writing is an integral component of the course. SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 233 - Studies in Science Fiction

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines the genre from its beginnings to the present. Fantasy and futuristic representations of social, political, technological, and environmental issues are considered. Authors such as Wells, Verne, Orwell, Huxley, Vonnegut, Bradbury, Clarke, Heinlein, Asimov, and LeGuin are studied. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 236 - The Literature of the Bible

**Prerequisites:** ENG 102 or ENG 109

**Description:** This course is a study of the Bible in English translation: its forms, themes, art, and unity; its literary and historical meaning; and its influence on English and American literature. Examined as a literary text, the Bible is read in light of its contribution to our culture. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 243 - Gay and Lesbian Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Through the study of selected literary works, the course will provide a background in gay identity theory and examine 20th-century classification of people into the categories of "gay" or "straight." Selections from classical Greece to present day literature, with emphasis on their historical context, will present issues about the definition, experience, and acceptance of lesbian and gay people.

Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 247 - Women in Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines the image of women in literature across centuries and cultures. Different literary genres and critical approaches address stereotypical and mythical portrayals. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 248 - Women Writers

**Prerequisites:** ENG 102 or ENG 109

**Description:** Students explore the variety of literature written by women from various cultures. The course analyzes the point of view and the changing status of the woman writer in contemporary times. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 251 - Film and Literature

**Prerequisites:** ENG 102 or ENG 109

**Description:** This course compares different techniques and effects of literature and film. Students explore genre, form, structure, symbolism, myth, and convention in both media. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 261 - Literature of the Holocaust

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course introduces students to the response of creative writers to the Nazi plan to destroy European Jewry between 1933 and 1945. Students read an international spectrum of writers and are introduced to the diversity of literary styles writers use to examine and convey the consequences of genocide. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 263 - The Modern American Short Story

**Prerequisites:** ENG 102 or ENG 109

**Description:** This course is a study of the American short story as it developed in the 19th century through the present. Stories reflect a wide variety of issues from those following the Civil War to those of contemporary life. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 265 - Modern American Poetry

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course studies the diversity of American poetry from the 19th century to contemporary times. Analysis of the texts, with reference to contemporary trends and ideas, is emphasized. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 267 - Satire

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines how satire is used to comment on human behavior and critique society. Selections from Aesop, Juvenal, Horace, Swift, and Twain, as well as from contemporary media are studied. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 271 - Psychoanalytic Approaches to Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Students read and analyze the impact of psychoanalytical theory on works of literature, focusing on issues such as human consciousness and behavior. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 281 - Nature in Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines literature that considers the relationship between human beings and the natural world. It includes works that focus on conservation and ecology. It also explores how science relates to literary art. Representative selections include the Bible, medieval poetry and plays, pastoral poetry, plays by Shakespeare, and such writers as Gilbert White, Mary Shelley, Ralph Waldo Emerson, Charles Darwin, Henry David Thoreau, Thomas Hardy, Isak Dinesen, Farley Mowat, Edward Abbey, Annie Dillard, Barry Lopez, Leslie Mamon Silko, and Linda Hogan. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 298 - Comedy: Theory and Development

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course examines comedic genres such as farce and parody and emphasizes their historical development in works from various cultures. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 300 - Shakespeare on Stage and Page

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual listed with THR 300) This interdisciplinary course, team-taught by members of the English and Theatre Departments, offers a performance-oriented view of Shakespeare's plays. Students see films and videotapes as well as perform segments of the plays in class. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 301 - Shakespeare's Comedies and Histories

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This survey course teaches how to read Shakespeare's comedy and history plays by exploring character, theme, imagery, and poetic technique in plays such as *A Midsummer Night's Dream*, *Twelfth Night*, *The Tempest*, *Richard II*, *Henry IV*, and *Richard III*. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 302 - Shakespeare's Tragedies

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This survey course teaches how to read Shakespeare's tragedies by exploring the concept of the tragic hero, imagery, theme, and poetic technique in plays such as *Macbeth*, *King Lear*, *Romeo and Juliet*, *Julius Caesar*, *Othello*, and *Hamlet*. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 305 - Modern American Novel

**Prerequisites:** ENG 102 or ENG 109.

**Description:** Selected modern and contemporary authors such as Gilman, Dreiser, Fitzgerald, Hemingway, Wright, Ellison, Morrison, Bellows, Malamud, Mailer, Angelou, and Desai are studied in relation to

the historical and intellectual background of their times. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-PLDI, HUM, LIT

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 309 - Modern British and American Drama

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This survey of British and American drama from the 20th century to the present encompasses a variety of aesthetic, political, and philosophical interests: social Darwinism, Freudian psychology, existentialism, the theatre of the absurd, minimalism, feminism, and the perspectives of Civil Rights' Movements. Representative playwrights might include Eugene O'Neill, Langston Hughes, Samuel Becket, Harol Pinter, Tom Stoppard, Luis Valdez, Adrienne Kennedy, and August Wilson.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 311 - Masterworks of Literature I

**Prerequisites:** ENG 102 or ENG 109, and by invitation only.

**Description:** Students read selected masterpieces of world literature, such as the *Iliad* and *Odyssey*, the Bible, the Ramayana, *Divine Comedy*, the *Canterbury Tales*, the *Tale of Genji* and Shakespeare's plays. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-LIT, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 312 - Masterworks of Literature II

**Prerequisites:** ENG 102 or ENG 109, and by invitation only.

**Description:** Students read selected masterpieces of world literature from the Renaissance through modern times, such as *Paradise Lost*, *The Dream of the Red Chamber*, *Madame Bovary*, *Crime and Punishment*, *A Hundred Years of Solitude*, *The Stranger*, and *Things Fall Apart*. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** English

### ENG 313 - Creative Writing

**Prerequisites:** ENG 102 or ENG 109

**Description:** This course, conducted as a workshop, is for students interested in exploring their writing style through practice in writing within the three basic imaginative genres: fiction, poetry, and drama. Classes will focus on critiques of student work and on assigned readings in these genres and their conventions as models.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 314 - Studies in Children's Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** This course is a study of children's literature as it responds to children's aesthetic as well as developmental needs. A variety of prose and poetic genres are examined, including fables, fairy tales, fantasy, and others. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** English

### ENG 316 - Play and Screen Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, teaches students to write character-driven scripts for the stage and more visual scripts for the screen. In addition to students' works in progress, dramatic texts from classic and contemporary playwrights and screen writers are analyzed and discussed, and films are viewed in class. Students are expected to participate in a project, such as a literary magazine, dramatic reading, newsletter, radio show, or filmmaking. Alternates with ENG 317 and ENG 318.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 317 - Fiction Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, enables developing fiction writers to discover their unique voices as storytellers

and to use them to full effect. Written exercises and analyses of published fiction are used to explore narrative techniques such as characterization, scene construction, and point of view. Students are expected to participate in a project, such as a literary magazine, dramatic reading, newsletter, or radio show. Alternates with ENG 316 and ENG 318.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** English

### ENG 318 - Poetry Writing

**Prerequisites:** ENG 102 or ENG 109 and permission of instructor or Department Chair.

**Description:** This course, conducted as a workshop, teaches students to give poetic shape to their writing through discussions of imagery, open and closed forms, tone, meter, rhyme, and voice. The students' works in progress and examples of published poems are analyzed to illustrate the facets of the craft. Students are expected to participate in a project, such as a literary magazine, poetry reading/performance, or radio show. Alternates with ENG 316 and ENG 317.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Spring

**Credit Hours:** 3

**Department:** English

### ENG 490 - Cooperative Education Internship

**Prerequisites:** One of the following: ENG 111, ENG 200, ENG 215, ENG 216, or ENG 313 and permission of the Department Chair.

**Description:** By matching internships with pertinent class work in English, students will study the connection between the practical experience in the workplace with the theoretical concepts explored in the appropriate classroom setting. Occupational titles for which internships are appropriate may include Fact Finder, Copy Editor, Reporter, Photo Caption Editor, Columnist, Production Manager, and Report Writer.

SUNY GEN ED-n/a; NCC GEN ED-HUM

**Credit Hours:** 4

**Department:** English

# Engineering Science

## ENS

### ENS 101 - Graphics

**Description:** Graphical techniques of design utilizing instrument drawing and free hand sketching are introduced. Principles of projection, isometrics, sections, auxiliary views, as well as floor plans and elevations are used as examples.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### ENS 103 - Elementary Engineering I

**Description:** An introductory course in the art of engineering designed to acclimate the students to the engineering profession and to acquaint them with the techniques and methodology of engineering design. The "design" aspect of the course consists of an introduction to computer programming (as it applies to the engineering profession), graphical techniques, and design oriented problems. The objectives of the design section entail the generation of engineering related problems. (3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Engineering/Physics/Tech

### ENS 104 - Computational Methods in Engineering

**Prerequisites:** MAT 122, PHY 122 or permission of instructor.

**Description:** This is a second-semester course in computational methods. This course is intended for students in engineering and applied science. Emphasis is placed on solving engineering related problems through the use of current industry accepted high level programming languages. Analytical as well as approximate solutions are stressed in this course. Students are expected to spend additional time outside of the classroom to complete class assignments and projects. (1 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### ENS 105 - Introduction to CAD

**Description:** An introduction to computer-aided drafting (CAD) designed to acquaint the student with the fundamental nature of computer-aided design and basic operational commands. Students will learn how to use a current version of AutoCAD to prepare two-dimensional drawings for architecture,

interior design, engineering and construction management. (1 lecture, 3 laboratory hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Engineering/Physics/Tech

### ENS 205 - Statics

**Prerequisites:** MAT 122.

**Corequisites:** PHY 122.

**Description:** Introduction to applied vector algebra, force systems, equilibrium. Analysis of structures and machines. Friction, centroids, and moment of inertia.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### ENS 206 - Dynamics

**Prerequisites:** PHY 122.

**Description:** Kinematics of a particle, relative velocities and acceleration, moving coordinate systems, dynamics of a particle, dynamics for systems of particles, kinematics and kinetics of rigid bodies. Euler's Equations, work-energy and impulse-momentum techniques, and introduction to vibrations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### ENS 207 - Mechanics of Materials

**Prerequisites:** ENS 205.

**Description:** Introduction to mechanics of materials stress and strain, stress-strain-temperature relations, torsion, bending, deflection, stability, buckling. Computer methods in structural analysis.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Engineering/Physics/Tech

### ENS 225 - Engineering Circuit Analysis I

**Prerequisites:** MAT 123.

**Description:** Introduction to circuit analysis consisting of free and forced response of simple networks and various methods of analysis, frequency variation and resonance, complex frequency variable, two-part networks, transformers, computer solutions (analog and digital), Fourier series, Laplace transform and transform networks. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 4

*Department: Engineering/Physics/Tech*

## **ENS 226 - Engineering Circuit Analysis II**

**Prerequisites:** ENS 225.

**Description:** A continuation of ENS 225. Topics include complex frequency response; parallel, series, and other resonance forms; magnetically coupled circuits; one and two-part networks; and Fourier analysis. The transient response of the RLC circuit to the step input will be covered by classical means. Laplace transforms will be introduced and applied toward the transfer functions  $H(s)$  and the complete response. The laboratory will include AC models of active circuit elements. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

*Department: Engineering/Physics/Tech*

## **ENS 230 - Engineering Thermodynamics**

**Prerequisites:** PHY 123 and MAT 123.

**Description:** A first course in engineering thermodynamics, introducing fundamental thermodynamic variables, properties of pure substances and energy relationships. Analysis of open and closed systems based on the classical laws of thermodynamics; concepts of reversibility and entropy; power cycles and engines. A term project requiring the detailed analysis of power cycles will be assigned to each student. Knowledge of at least one high level programming language or simulation software is highly desirable.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

*Department: Engineering/Physics/Tech*

## **ENS 301 - Computer Aided Drafting**

**Description:** The student will develop mastery of producing general engineering-related drawings using AutoCAD drafting package and solid modeling using Autoshade color rendering package on a personal computer. The student will learn to apply AutoCAD commands to produce two dimensional drawings. Advanced AutoCAD techniques will be explored and used to produce three dimensional drawings. Students will learn to apply shading and coloring techniques using Autoshade in their drawings. (3 laboratory hours)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 1

*Department: Engineering/Physics/Tech*

# Fashion Buying and Merchandising

## **FBM**

### **FBM 110 - Fashion Advertising and Promotion**

**Description:** This course introduces the various principles and methods of advertising and promotion used by producers, manufacturers, designers, and retailers in the fashion industry. Students will analyze how marketing objectives and strategies influence advertising and other forms of promotion. Students will prepare an advertising campaign while utilizing their acquired skills.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 120 - Introduction to the Fashion Industry**

**Description:** This course provides an introduction to all aspects of the fashion industry: its history and current designer trends; textile and apparel production-how products are created, priced and promoted to the trade and the consumer; retail concepts; and the impact of globalization on the industry.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 121 - Introduction to Menswear**

**Description:** A course introducing students to the specialized marketing practices used by domestic and foreign menswear manufacturers and distributors. Students analyze the development of lines of menswear merchandise, from design to consumer purchase. Included is an in-depth study of design, production, sales, merchandising, and promotion techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 125 - Introduction to Import Buying**

**Description:** Introduction to Import Buying provides students with an opportunity to learn about the rationale, problems, and opportunities of importing merchandise from various markets throughout the world. Included in the course of study will be the necessary preparatory practices, relevant

import/export terminology, and governmental legislation and regulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 130 - Fashion and Home Accessories**

**Description:** Construction, quality and product features of leather, shoes, gloves, furs, jewelry, dinnerware, glassware, silverware and cosmetics are studied. The care, selection, promotion, and sales of these non-textiles are evaluated according to government regulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 140 - Introduction to Interior Design**

**Description:** A survey course exploring the various periods of furniture design with emphasis on complete room planning. Decorative arts studied include color and design, fabrics, window treatments, accessories, arrangements and harmony. Career opportunities in the home fashion field are emphasized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 142 - Fashion Buying and Merchandising Field Training**

**Prerequisites:** Permission of Department Chairperson.

**Description:** Students intern with fashion buying and merchandising firms to enrich the theoretical concepts previously learned in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 150 - Fashion Coordination and Publicity**

**Description:** The course presents the coordination of the merchandising of fashion through coordination and publicity. The activities of the fashion office are examined to show influences of wholesale and retail markets on the selling and promotion of fashion.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **FBM 160 - Seminar in Contemporary Fashion Buying and Merchandising**

**Description:** Merchandise students visit the market and attend seminars with representatives from the Fashion and Merchandising field. Students apply basic principles to the solutions of typical problems in Fashion and Retailing. Additionally, the dynamic skills of human resource management are developed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Finance

### FIN

#### FIN 110 - Personal Finance

**Description:** (Dual listed with ECO 110) Personal Finance prepares students to manage their current and future financial affairs.

Topics to be covered include: financial planning, saving and credit, insurance, government transfers, home buying, stocks, bonds, mutual funds, and estate planning. This is a practical and sophisticated course intended to help students with their personal finances.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 111 - Introduction to Finance

**Description:** This course offers an introduction to financial decision making and the basic structure of institutions in contemporary financial markets. Topics include time value of money, risk and return, investment types, the role of government regulation, the influence of globalization in contemporary financial markets and evaluation of financial performance and return. The role of ethics in financial decision making and institutional policy will be discussed. Internet and data base research will be used to support the course curriculum and help the student develop the necessary skills to analyze realistic scenarios used in financial markets.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 112 - Introduction to Investments

**Description:** (Dual listed with ECO 112) An introduction to financial investments and portfolio management. Course topics include: financial markets and instruments, reading financial listings, stock trading and indexes, risk analysis, present and future value, stock valuation and investment decisions, portfolio management, individual and

portfolio yields, types and uses of derivatives, sources of investment information, mutual funds, international diversification, the macroeconomy and the impact of economic variables on investments.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 213 - Money and Banking

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 213) Basic concepts of money and financial intermediaries. Development of commercial banks and the creation of demand deposits. Yield, risk, and interest rates will be analyzed from a monetary and fiscal perspective. Functions and policies of the Federal Reserve in credit regulation and economic stabilization will be analyzed. Monetary Theory, Keynesian vs. Monetarists, international finance, exchange rates and the balance of payments will be examined.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 214 - Corporation Finance

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 214) An introductory course describing the role and functioning of business firms in the economy, and the application of economic theory in the solution of managerial decisions. Topics investigated include the management of cash, inventories and receivables; selection of alternative investments; short, intermediate, and long-term sources of financing; the cost of capital, optimum capital structure; corporate dividend policies. Case problems are assigned to develop applications of general principles.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 220 - American Banking Practice

**Prerequisites:** ECO 213 or permission of instructor.

**Description:** (Dual listed with ECO 220) The purpose is to provide the student with an insight into the organization and internal operation of various departments of a bank. Concentration on what a bank does, rather than the exact procedure of how it works, is the core of this course.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 230 - Introduction to International Economics and Finance

**Prerequisites:** ECO 207 or permission of instructor.

**Description:** (Dual listed with ECO 230) A study of the United States as an open economy which trades in goods, services and financial assets with other nations. Topics include the reasons nations trade, the costs and benefits of free trade, tariff and non-tariff barriers, regional trade pacts, economic and monetary integration, foreign exchange rate determination, balance of payments problems and international capital mobility, and international monetary institutions.

SUNY GEN ED-n/a; NCC GEN ED-SBS

Offered: Spring

**Credit Hours:** 3

**Department:** Economics and Finance

#### FIN 490 - Cooperative Education Internship

**Prerequisites:** ECO 207 and one other ECO or FIN course and permission of the instructor.

**Description:** Supervised, practical experience at institutions such as commercial banks, thrift institutions, stock and bond brokerage houses, government agencies and firms employing economic practitioners that will provide students with situations in which they can apply concepts learned in previous Economics and Finance courses. Written reports demonstrating understanding of theory and its application will be an integral aspect of this course. Field experience and future career opportunities will be discussed in co-lateral, on-campus class. Prerequisite for this course is the completion of Economics 207 plus one other economics or finance course and permission of instructor. Students must have, as a minimum, a 2.50 GPA to be enrolled in this internship course.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 4

**Department:** Economics and Finance

## French

### FRE

#### FRE 101 - Beginning French I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of French

speaking background. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring, Summer  
**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 102 - Beginning French II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring, Summer  
**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 201 - Intermediate French I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 101 or equivalent.

**Description:** First course of intermediate level. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall  
**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 202 - Intermediate French II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 201 or equivalent.

**Description:** Second course of intermediate level. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Spring  
**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 225 - French for Business**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 102 or permission of the instructor.

**Description:** Using print, video, and electronic media, this course offers students a practical knowledge of French business terminology and procedures. It will introduce students to such topics (in French) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 301 - Advanced French I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 202 or equivalent.

**Description:** More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in French. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall

**Credit Hours:** 3

*Department: Foreign Languages*

### **FRE 302 - Advanced French II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. FRE 202 or equivalent.

**Description:** More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in French. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 3

*Department: Foreign Languages*

## **Fire Science**

### **FRS**

#### **FRS 101 - Introduction to Fire Science**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course is an introduction to the history and philosophy of the fire service. It reviews the career options that are available

and examines the tactical and fire suppression responsibilities of the fire service. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 102 - Fire Safety and Tactics**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course focuses on the safety measures that need to be incorporated at the fire scene. It also prepares the student to understand the importance of proper fire tactics and procedures that are needed to be employed by the fire service. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 201 - High Rise/ Structures and Systems**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** This course is an introduction to the art of firefighting in High Rise buildings. It will expose the student to the unique problems that are present in large buildings. The students will learn how to utilize the fire protection and safety features that are in High Rise buildings. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 202 - Fire Protection and Detection Systems**

**Prerequisites:** Completion of RDG 001, ENG 001, ENG 101, FRS 101, FRS 201.

**Description:** A study of Fire Protection and Fire Detection Systems, this course provides an overview of Life Safety Systems as they are applied in stores, schools, offices, hotels, motels, hospitals, and any place where people live or work. This course emphasizes the need for fire detection systems, fire notification devices, and fire suppression systems. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

*Department: Criminal Justice*

#### **FRS 203 - Hazardous Materials in the Fire Service**

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of Hazardous Materials, this course provides an overview of the laws, regulations, and standards associated with the

Hazardous Materials incident response. This course emphasizes the need for: Hazardous Materials recognition and identification, information resource technology, protective actions to be taken, product control and air monitoring, terrorism awareness, and Hazardous Materials law enforcement activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Criminal Justice

## Fashion Design

### FSD

#### FSD 101 - Draping and Design I

**Prerequisites:** FSD 120 and permission of instructor through portfolio review acceptance.

**Corequisites:** FSD 120 and permission of instructor through portfolio review acceptance .

**Description:** Students learn fundamentals of draping in muslim on a dress form. Basic silhouettes as well as original designs are executed. Original sample garment is constructed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

#### FSD 102 - Draping and Design II

**Prerequisites:** FSD 101; 120.

**Description:** Students learn to drape intricate garments. Projects include draping the cowl, bifurcated garments, notch and shawl collar jackets and skirt variations. An original design is executed from a sketch and a sample garment is constructed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

#### FSD 103 - Draping and Design III

**Prerequisites:** FSD 101, FSD 102 and FSD 120.

**Description:** Continuation of more advanced draping projects includes draping in a variety of fabrics. Original designs for knitwear, tailored jacket, boutique and term garment are draped and constructed in fabric. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

#### FSD 104 - Design Studio

**Prerequisites:** FSD 101, FSD 102, FSD103, FSD120

**Description:** An original collection of garments, in an area of specialization, is designed, draped and/or drafted and constructed in fabric. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Marketing & Retailing

#### FSD 110 - Flat Pattern Design I

**Prerequisites:** FSD 120

**Description:** Students develop the fundamentals of pattern-making using basic slopers. The bodice, skirt, sleeve and collar variations are executed to learn the variety of design options possible through flat pattern technique. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Marketing & Retailing

#### FSD 111 - Flat Pattern Design II

**Prerequisites:** FSD 110, FSD 120.

**Description:** Further studies in advanced patternmaking projects include tailored jackets, raglan and kimono sleeves, stylized armholes, bifurcated garments and torso development. Design variations on these projects are stressed. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Marketing & Retailing

#### FSD 120 - Garment Construction

**Description:** Students learn the fundamentals of design room sewing techniques utilizing step samples to execute seam and hem finishes, bias and zipper applications, and construction details used in industry. Sample garments are developed through the use of a basic pattern. Material cost and laboratory fees apply.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### FSD 121 - Fashion History

**Description:** Students explore fashion history, from ancient Egypt to the present. An analysis of past trends and their influence on today's

fashions is developed through class discussion, combined with multi-media presentations.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### FSD 122 - Fashion Design Business Practices

**Prerequisites:** Permission of the instructor.

**Description:** Technical knowledge of the design process is explored through visits to design studios where students meet with industry professionals. Students learn how to design for a target market, how to research fashion trends and source fabric and trims and learn garment production. Students learn how to prepare for an entry level position in the fashion industry.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### FSD 142 - Field Training

**Prerequisites:** FSD 101, FSD 102, FSD 103, FSD 104, FSD 110, FSD 111, FSD 120, ART 135, ART 136, and ART 235 or permission of instructor.

**Description:** Students work for appropriate fashion design firms, in a design room to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Geography

### GEO

#### GEO 101 - Introduction to Geography

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course is an introduction to the basic concepts and techniques of geography. Global patterns of and interactions among climate, landforms, environmental alteration, economic, demographic and cultural phenomena are stressed.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### GEO 103 - Human Geography

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of the global patterns and significance of human distributions. Demography and foodways, language and religion are the bases for identifying distinct regional cultures. Stress is placed on problems related to crowding, ethnicity, and alteration of the environment.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### GEO 201 - Geography of Europe

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An examination of the physical and cultural landscapes of Europe, their causes and consequences. Attention is focused on the political, social, and economic developments over time that have created regional divisions from Iceland to the Russian border. The meaning of Europe's ethnicity and boundaries is stressed.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### GEO 202 - Geography of Long Island

**Description:** Geography of Long Island explores the land and people from Brooklyn to Montauk. It examines the physical, economic, and human geography of the area with a focus on the environmental and cultural influences that have shaped the Island's landscapes, spatial interactions, and prospects.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

## German

### GER

#### GER 101 - Beginning German I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of German speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

#### GER 102 - Beginning German II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening, comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### GER 201 - Intermediate German I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 102 or equivalent.

**Description:** This is the first course in the GER 201 - GER 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### GER 202 - Intermediate German II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 201 or equivalent.

**Description:** This is the second course in the GER 201 - GER 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### GER 301 - Advanced German I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. GER 202 or equivalent.

**Description:** This is the first course in the GER 301 - GER 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in German. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### GER 302 - Advanced German II

**Prerequisites:** Satisfactory completion of ENG 991 and RDG 002. GER 202 or equivalent.

**Description:** This is the second course in the GER 301 - GER 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in German. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## General Science Studies

### GSS

#### GSS 103 - Science of Physics I

**Prerequisites:** A high school course in elementary Algebra.

**Description:** An introductory course designed for students with a primary interest in the humanities or physical education.

The course goal is to achieve a conceptual understanding of the ideas of physics. The historical and philosophical background as well as the content of physics is studied.

Laboratory exercises are designed to illustrate principles of scientific experimentation while deepening the understanding of physical areas. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

#### GSS 104 - Science of Physics II

**Prerequisites:** A high school course in elementary Algebra. Note: GSS 103 is recommended, but not required for GSS 104.

**Description:** A conceptual course in physics dealing with waves, electricity and magnetism. 20th-century physics, the historical and philosophical background as well as the content of physics, will be discussed. Laboratory exercises are designed to illustrate

principles of scientific experimentation while deepening the understanding of physical ideas. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 106 - Science of Sound and Music**

**Description:** Fundamentals of mechanics, sound and acoustics, energy, electricity and magnetism with applications to music, musical instruments, sound systems and electronic music. The course material is developed descriptively and demonstrated experimentally. Laboratory fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 108 - The Science of Light and Color**

**Description:** This introductory course will focus on the nature of light and color. It will include not only the principles of geometric and physical optics but also general properties of waves and particles; the relation between light and matter; quantum theory and photons; light, heat, temperature and energy; and the conservation of energy. These physical principles will be applied to understanding color in art, vision, photography, holography, fiber optics, and atmospheric effects.

The course will include many student investigations, in recitation as well as in lab in order to emphasize the experimental nature of science. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 111 - Science of Our World I**

**Description:** An introductory laboratory science course designed for non-technically oriented students who desire an understanding of the capabilities, characteristics and methods of our modern technological society. Contemporary problems are discussed including such topics as air and water quality, waste management technologies, population dynamics, decision-making and principles of ecology. Laboratory techniques of simulation and modeling are developed to illustrate the topics discussed in lecture. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 112 - Science of Our World II**

**Prerequisites:** GSS 111 is recommended but not required.

**Description:** A continuation of GSS 111 which includes additional topics such as electrical energy, noise pollution, light and laser applications, nuclear power generation, heat and thermal pollution. Laboratory modeling and simulation are utilized to aid in the understanding of the technology and the underlying science principles. Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 120 - Science of Modern Electronics**

**Description:** The course is designed for non-technical students and will provide a conceptual understanding of science related to electronic devices. The course details science fundamentals using a non-mathematical approach, then focuses the presentation to include applications in the area of electronics (entertainment, business, communication, home electronics). Aspects of sound, light, heat, and mechanics are included with applications in today's electronic world. Laboratory work will consist of hands-on experience with actual measuring devices. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

### **GSS 122 - Science of Energy**

**Description:** This introductory course covers the scientific principles and technological innovations related to Energy resources. The study of mechanics, electricity, magnetism and thermodynamics pertinent to energy are explained. Students develop an appreciation of energy use in the contemporary world by examining alternate energy systems such as solar, wind, photovoltaic, hydro, biomass, the ocean, renewable alternative energy sources and environmental sustainability processes. SUNY GEN ED-n/a; NCC GEN ED-NSCI Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Engineering/Physics/Tech*

### **GSS 126 - Forensic Technology**

**Description:** The course introduces the various types of physical evidence commonly encountered at crime scenes (e.g., fingerprints, hairs, fibers, drugs, glass, etc.), and discusses comparison and identification techniques (i.e.,

optical examination/comparison, instrumental analysis, and various chemical processes) used for the analysis of such physical evidence. It examines the various methods used for analysis of scientific evidence in the field of forensic technology. Students learn the technology used to interpret the science and its applications.

SUNY GEN EDn/a; NCC GEN ED-NSCI Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Engineering/Physics/Tech*

### **GSS 128 - Green Building Practices**

**Description:** This course introduces students to the science governing fundamental sustainable design and green building practices and their implementation. Topics include building site selection, building orientation, water and energy efficiency, renewable energy and storage, on-site power generation, improvement of indoor air quality including air quality and efficient use of building materials. SUNY GEN ED-n/a; NCC GEN ED- NSCI Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Engineering/Physics/Tech*

## Hebrew

### HEB

#### **HEB 101 - Beginning Hebrew I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Hebrew speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Foreign Languages*

#### **HEB 102 - Beginning Hebrew II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN-HUM, GLNW

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### HEB 201 - Intermediate Hebrew I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 102 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### HEB 202 - Intermediate Hebrew II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. HEB 201 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

# Health, Physical Education and Recreation

## HEB

### HEB 200 - Concepts of Healthful Living and Stress Management

**Description:** Students receiving credit for PED 200 will not receive credit for HED 200. This comprehensive survey course explores healthy behaviors, emphasizing wellness and stress management. Taking into consideration one's entire life style through the "whole person approach," connections among the mind, body and spirit are examined using information culled from advanced research in the interdisciplinary sciences. Topics include: psychosocial stressors and their relationship to acute/chronic diseases, stress management, coping strategies, death and dying, violence and victimization, and mental health; nutrition, fitness and weight management, sexual

relationships, sexually transmitted infections, contraception, pregnancy and childbirth; use/misuse of alcohol, drugs and tobacco and other compulsivities.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 201 - Personal and Family Health

**Description:** Students receiving credit for PED 201 will not receive credit for HED 201. The focus of this course is on the essential behavior necessary for a healthy lifestyle. Included is the opportunity to evaluate and improve physical as well as emotional well being in light of the most current information available in each topic. The student is presented with strategies that have proven successful in moderating individual behavior. Topics that deal with improving the physical health level include physical fitness, weight control and nutrition, while topics that explore the development of positive mental and emotional health and stress management, intimate personal relationships and human sexuality.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 2

**Department:** Health/Physical Ed/Recreation

### HED 205 - Consumer Health Care and Protection

**Description:** Students receiving credit for PED 205 will not receive credit for HED 205. A course intended to keep pace with today's unprecedented consumer interests, particularly in matters of health services and products. The availability and quality of such care are explored in the following areas: the health consumer, protecting one's rights in the marketplace, the unique role of the college student as a health consumer, the patient and doctor, the national medical care crisis, kinds of health insurance, getting more for one's health dollars, the role of health agencies, health spas and clubs, diet clubs and fads, popular remedies for common ailments, and health career opportunities.

SUNY GEN ED-n/a; NCC GEN ED-HED  
Offered: Fall

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 231 - Death Education: A Health Perspective

**Description:** Students receiving credit for PED 231 will not receive credit for HED 231. The course enables students to understand and cope with death as part of the life cycle. From an interdisciplinary and historical

perspective, the course explores how many different cultures treat death and dying as well as examines biomedical ethics (euthanasia, organ donation, wills and trusts). Emphasizing the psychological adjustments to loss, topics include the meaning of death, stages of dying, bereavement and grief processes and a variety of religious attitudes toward suicide, funeral rituals and death in general.

SUNY GEN ED-n/a; NCC GEN ED-PLDI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 251 - Human Sexuality

**Description:** Students receiving credit for PED 251 will not receive credit for HED 251. Taught in cross-cultural context, this interdisciplinary course examines the diversity of family life and human sexuality. Drawing from the social and biological sciences, students explore a variety of attitudes and personal beliefs. Topics include the history of human sexuality, sexual reproduction, gender related sexual health issues, gender roles/identity and sexual orientation. Sexual communication, intimacy, behaviors, coupling, victimization, dysfunctions and therapy are also addressed. Audiovisual material of a sensitive nature may be used.

SUNY GEN ED-n/a; NCC GEN ED-PLDI  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 271 - Alcoholism, Addictions and Abusive Behaviors

**Description:** Students receiving credit for PED 271 will not receive credit for HED 271. This course is designed to explore why people develop addictions and dependencies. Using alcohol use, abuse and alcoholism as primary models, students discuss addictive behavior as manifested in such areas as eating disorders, gambling, tobacco and substance use. The course analyzes the epidemiology of alcohol use in American culture and its effects on society. It also considers the intra-psychic addictive syndrome on diverse populations that reflect issues of race, ethnicity, gender and sexual orientation.

SUNY GEN ED-n/a; NCC GEN ED-PLDI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 272 - Alcoholism and Addictions: Modalities, Prevention and Treatment

**Prerequisites:** HED 271.

**Description:** Students receiving credit for PED 272 will not receive credit for HED 272.

This course focuses on assessment, diagnosis, and treatment of addictive behaviors. Emphasis on special populations such as college students, adolescents, disabled and incarcerated individuals and ethnic minorities are examined. Treatment techniques and prevention strategies are explored.  
SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

### HED 293 - Community Health

**Description:** Students receiving credit for PED 293 will not receive credit for HED 293. A course designed to acquaint the major student in Health Education with the multiple definitions of health, principles of health maintenance, structure of the health care delivery system, basic epidemiological tools, elementary health counseling techniques, as well as a broad overview of major health problems that face the community. The course is also designed to familiarize the student with the agencies and facilities that are currently operating to solve health problems.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Health/Physical Ed/Recreation

## History

### HIS

#### HIS 101 - History of Western Civilization I

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course begins with a brief survey of the foundations of modern Western Civilization in the ancient and medieval world. The rise of individualism, humanism and science, the growth of the state, the emergence of the middle class and the beginnings of the age of liberal revolutions are discussed as ingredients in the birth of the modern world.  
SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 102 - History of Western Civilization II

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The second half of Western Civilization considers the historical forces and events that shaped the world in the 19th and 20th centuries. The course examines revolutions, nationalism, industrialization,

imperialism, war, and the clash of Nazism, fascism, communism, and democracy. Other major components consist of the decline of colonialism, the atomic age, the Cold War, contemporary world conflicts, and prospects for the future.

SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 103 - History of the United States I

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course covers the broad spectrum of American life through a survey of American social, cultural and political events. Included are such topics as the rise of colonial America; the American Revolution; the early national period of Washington, Adams, Jefferson and Hamilton; the westward movement; and the antislavery movement which climaxes with the bitter struggle of the Civil War.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 104 - History of the United States II

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This second half of the American history sequence picks up the American story with the era of Reconstruction and moves on to mark the growth of industrial America, the expanding frontier with its Indian wars, the Progressive Era, the expansion of American foreign interests, the Great Depression, and the rise and image of modern America. Designed to reveal this nation's colorful and remarkable past in the modern era, the course seeks to examine the impact recent events have had on the creation of modern American society, culture, politics and world affairs.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 105 - The World, 1945-Present

**Prerequisites:** Completion of RDG 001

**Description:** With its focus on the present, this course is designed to give students an understanding of the world they live in, how it was born out of the past and how it is creating the future. Recent international conflicts, social

change and expectations of the future are explored in the framework of the nuclear age.  
SUNY GEN ED-GSBS; NCC GEN ED-GLNW, SBS, HISD

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 106 - U.S.A., 1945-Present

**Prerequisites:** Completion of RDG 001

**Description:** This course deals with America in the nuclear age, its recovery from World War II and its growing domination of the Western world. The course covers the dramatic changes in American society at home and its entanglements abroad in an effort to contain Russian and Chinese power. Domestic transformation of the Kennedy-Johnson period, the upheaval of Watergate, the Reagan "revolution", and contemporary issues in American life conclude the course.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 107 - A Pictorial Approach to European History Since 1500

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course offers a unique approach to European history using media as a major part of each class period. Slides and films of great masterpieces are used to illuminate selected historical periods giving the class discussions visual impact not available in ordinary history presentations.  
SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

#### HIS 108 - Honors History: Western Roots I

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course traces the roots of Western Civilization beginning with a survey of the Judeo-Christian and Greco-Roman traditions and concluding with the Age of Enlightenment and revolutionary upheavals through 1789 that helped usher in the modern world. The course is designed for honors students only and includes extensive reading in primary and secondary source materials.  
SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 109 - Honors History: Western Roots II**

**Prerequisites:** Completion of RDG 001 and/or RDG 002 and by invitation.

**Description:** This second half of Honors Western Civilization studies the development of the Western world from 1789 to the present. The course considers that great events and forces that have shaped our Atlantic world: revolutions, nationalism, industrialization, imperialism, war, and conflict between fascism, communism, and democracy to the present day. This course is designed for honors students only and includes extensive reading in primary and secondary source materials. SUNY GEN ED-GWEH, GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 110 - History of Contemporary Africa**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Dual listed with AFR 143) The study of African independence movements; discussion of the problems of post-independent Africa, such as nation building, strategies of development, education, pan-Africanism; and problems of democracy in southern Africa.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 124 - Women in the Western World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A focus on the role of women as a significant force in the development of the Western world. The course examines, in historical context, the factors which have determined women's place over the centuries, compares the situation of women in capitalist, socialist, and fascist societies, and surveys contemporary European feminist movements. SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 125 - The Role of Women in American History**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** Women's history offers an important new dimension to the study of American society. This course examines the

vital role ordinary women have played in American life for 350 years, the experiences and achievements of women, and the successes and failures of the feminist movements.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 130 - Ethnic Groups in American History**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An exploration of American history through the eyes, ears and emotions of its immigrants - the experiences of Italians and Jews, Irish and Germans, Chinese and Mexicans, and others. Common problems of adjustment, acceptance and assimilation faced by these groups teach us about America. Guest speakers, films and tapes are utilized throughout the course to probe the meaning and bring to life the history of ethnic groups in America.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 136 - History of Latinos in the U.S.**

**Prerequisites:** Completion of RDG 001

**Description:** This course explores major social, economic and political developments in the history of the various Latino communities of the United States from the mid-19th century to the present. Attention is given to such long-term processes as community formation, Latino immigration to the U.S., religion, and group identity.

SUNY GEN ED-n/a; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 137 - Native Americans**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of Native peoples in United States history and popular culture, from contact to the present. Emphasis centers on comparing and contrasting the different Native American groups in the United States; their respective responses over time to the influx of peoples from outside the western hemisphere, and the developing relationship between these groups and what became the dominant political and social U.S. institutions and people. There will be a special emphasis on indigenous peoples of Long Island particularly and New York generally. In addition, this course will look at the ever-changing images

and/or stereotypes of Native Americans in U.S. culture.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 140 - Nassau County: History and Government**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with POL 111) A review of the development of what is now Nassau County from pre-Colonial times to the present day. Emphasis is placed upon the governmental-administrative structure of the county and the major problems facing urban-suburban communities. Field trips and guest speakers are utilized to complement class work.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 150 - History of the American Labor Movement**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course explores the dramatic and inspiring history of working men and women as they struggle to improve life for themselves and their children. Students trace the history of the American labor movement from Colonial times to the present. Emphasis is placed on the theory, strategy, and goals of the organized labor movement. Students are also introduced to the concept and techniques of collective bargaining. Films, speakers, and resources on Long Island are utilized to complement class discussion.

SUNY GEN ED-GAMH, GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

**HIS 161 - World History: Antiquity to 1500**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines major developments in world history, from the emergence of the earliest civilizations to about 1500 C.E. How various civilizations conceptualized and responded to issues such as the nature of god(s), human nature, gender roles and relationships, and the environment are explored. Technological developments and economic, political, and social structures are also studied.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-GLNW, SBS, PLDI

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 162 - World History: 1500 to the Present**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines important developments and interactions in world history from the age of exploration and European expansion to the present. Major formative elements of the modern world such as industrialization, democracy, imperialism, nationalism, secularism, feminism, socialism, fascism, human rights, and technological developments are explored.

SUNY GEN ED-GSBS; NCC GEN ED-GLNW, SBS, PLDI

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 176 - African-American History I**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual Listed with AFR 140) A survey of the African-American experience in the New World, from the advent of the African slave trade to the Civil War and the Reconstruction Era. Emphasis centers on the African background, the cultural heritage of the African-Americans, slavery and a legacy of racial discrimination.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 177 - African American History II**

**Prerequisites:** HIS 176 or permission of Chairperson, completion of RDG 001

**Description:** (Dual listed with AFR 141) A survey of the African American experience since the Reconstruction Era to the post World War II period and the current scene. Emphasis centers on the Civil Rights Movement, the Harlem Renaissance, the Black Revolution and the philosophies of Dr. Martin Luther King, Jr., Malcolm X, Jesse Jackson, Angela Davis, Cynthia Boston, Willie McGee and the "exiled" leaders of the contemporary scene.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 178 - History of the Black Woman**

**Prerequisites:** Completion of RDG 001

**Description:** (Dual listed with AFR 200) An historical examination of the image, role and treatment of the Black Woman in America from the Age of Slavery to the advent of the feminist movement and the contemporary

scene. Emphasis centers on the burdens of racism, sexism, single-parent motherhood, welfare, Black female and male relationships, sterilization, the Black family and the issues of Black Women's liberation, women's lib and the ERA amendment.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS, WESH, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 180 - Health, Disease and Western History**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** In all eras disease has been a shaper of human affairs. It has affected the life of empires and the outcome of wars, helped alter the economy and the structure of society, and evoked outbursts of mass unrest. It continues to challenge the development of civilization. The course examines the impact of disease on Western history; the efforts of Western society to deal with disease through magic, religion, and science; and the role of disease as the theme of art, literature and popular culture.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 190 - The History of Sports in America**

**Prerequisites:** Completion of RDG 001

**Description:** This course examines the evolution of sports in the context of American history. From the colonial era to the present, sports have been a mirror of the larger history of the nation. The course traces the growth of sports, both amateur & professional with an emphasis on the refining rules & organization, the role of the media & the changes that have taken place within the sporting world.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 205 - The Ancient World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The peoples of ancient Mediterranean, African, Near Eastern, Asian and Celtic worlds and pre-contact America are the subjects of this course. Each civilization, with an emphasis on their art and literature, manners and morals, scientific and technological inventions, political, military, and economic institutions, triumphs and failures, is considered first in its own context,

and then with reference to how, when, and with what consequences ancient civilizations affected one another.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW  
SUNY EN ED-GHUM; NCC GEN ED-HUM, WESH

Fall Only

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 206 - The Medieval World**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course focuses on the new civilization which emerged from the ruins of the Greco-Roman world. The role of the Medieval church, feudalism, chivalry, and witchcraft in shaping this seminal period is explored together with the medieval world's contribution to the making of modern day political, economic and cultural traditions.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 207 - Early Modern Europe**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course covers the period in European history from 1500 to 1763, one in which the values, life-styles and power structure of the Middle Ages were consistently challenged by new forces which were ultimately victorious and laid the groundwork for the modern era. More than just a period of transition, the epoch includes some of the more creative and turbulent chapters in the history of European civilization.

SUNY GEN ED-n/a; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

*Department: History/Pol Sci/Geography*

### **HIS 209 - Twentieth-Century Europe**

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A study of Europe in the 20th century, beginning with the foundations in 1870 and continuing to the present. The course examines the former world dominance of Europe and traces developments leading to its present status in the world community. Topics studied intensively include the origins of World War I, the impact of the Russian Revolution, the rise of fascism, and World War II, as well as the significant cultural, social and intellectual trends that shaped this epoch in European history.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 210 - The Modern Middle East

**Prerequisites:** A prior history course or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** This course examines the multifaceted history of the Middle East, broadly construed as a geographic and cultural region, since the 18th century. Topics include religious and cultural traditions and varieties, gender issues, and the challenges and choices facing Middle Eastern states and societies in recent years. Regional conflicts, religious radicalism, and terrorism will be addressed. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 212 - History of the Islamic World

**Prerequisites:** English 101 or one history course or permission of the instructor. Completion of RDG 001 and/or RDG 002.

**Description:** This course examines the early and modern history of Islamic societies and of Muslims in local and global contexts, including Africa, Central and South Asia, the Pacific, and the West. The course addresses topics such as politics and statecraft; religious and cultural traditions and varieties; gender roles; and the challenges and choices that Muslim societies and individuals have faced in medieval, early modern, and modern times. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 219 - Colonial Latin America

**Prerequisites:** Completion of RDG 001

**Description:** A survey history of Colonial Latin America, from the Age of Discovery and Conquest to the Independence Movement. Emphasis centers on the development and formation of Colonial Latin America, its political institutions and social problems. SUNY GEN ED- GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 220 - Modern Latin America

**Prerequisites:** Completion of RDG 001

**Description:** A history of Latin America in the 19th and 20th centuries dealing with the broad comparative features of the region's

political, economic and social development. More specific analyses of national case studies are included together with a consideration of the frequent revolutions which have swept the nations of Latin America in the modern era. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 221 - The Afro-Caribbean World

**Prerequisites:** AFR 140/HIS 176, HIS 220 or permission of instructor, completion of RDG 001

**Description:** (Dual Listed with AFR 203) An historical presentation of the African experience in the Caribbean nations of Cuba, Bahamas, Haiti, Dominican Republic, Jamaica, Puerto Rico, and the nations of the Lesser Antilles, Trinidad and Tobago. Emphasis centers on the impact and effects of African slavery in the Caribbean, African contributions to the region, its cultural roots in Caribbean society, and the contemporary problems in the Caribbean today.

SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 222 - Modern Mexico and Central America

**Prerequisites:** Completion of RDG 001.

**Description:** This course examines the history of Mexico and Central America from independence in the 1820s to the present. Attention will be paid to political events, such as the Wars of Independence, the Mexican Revolution and the Sandinista and FMLN movements, and to such long-term processes as the relationships among agrarian development, social movements and state-building. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, GLNW, WESH, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 228 - Modern China

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A survey of Chinese history & culture in the 20th Century. The course reviews the impact of the West on China in the modern era. Emphasis is placed on the Revolution of 1911, which ushered in the Republican era, the rise of Chinese Communism, & the present two-China situation.

SUNY GEN ED- GSBS, GOWC; NCC GEN ED-SBS, GLNW, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 230 - Modern Imperialism

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course examines Western Empire building and the struggle of colonized societies to gain independence. It begins by exploring the roots of imperialism in the 16th through the 18th centuries and continues with analysis of European imperialism in Africa and Asia in the 19th century. Motivations for imperial conquest, methods of rule, effects on the colonized societies and the United States expansionism in the 19th and 20th centuries are considered. This course also analyzes gender, race and the anti-colonial movements of the 20th century. It concludes with analysis of neocolonialism in the aftermath of the Cold War.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, PLDI, WESH, GLNW

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 232 - The History of the Cold War

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course deals with one of the most significant areas of contemporary international conflict and tension: the mutual relationships among the United States, Russia, and China. Students probe the origins and development of the Cold War and peace in the 20th century. SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 234 - History of Ireland

**Prerequisites:** Completion of RDG 001.

**Description:** (Formerly HIS 170) This course focuses on Celtic history, foreign invasions, early modern Ireland before emancipation, the great famine, land reform, home rule, the Easter uprising, the Irish Free State, the independent republic, Northern Ireland, the present discord and the Dublin-London-Belfast-American connection. SUNY GEN ED-GSBS; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 235 - Russia Since Peter The Great

**Prerequisites:** HIS 102 and completion of RDG 001 and/or RDG 002.

**Description:** This course tries to make Russia less puzzling by examining the cultural, social

and political elements which have gone into the making of modern Russia. In the process certain broad themes are considered, including Russia's place in Western tradition and the relationship between contemporary society and Russia's pre-revolutionary past.

SUNY GEN ED-GSBS; NCC GEN ED- n/a

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 236 - History of Israel

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** (Formerly HIS 135)

An interdisciplinary approach to the history of the modern state of Israel and the Jewish historical experience. Firsthand experiences and films are used in examination of the life and culture of modern Israel, including an in-depth study of the Arab-Jewish conflict. SUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 240 - Revolutions in the Modern World

**Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A comparative study of revolutionary movements and ideologies from the time of Cromwell to the present, with an emphasis on the modern era. It deals with the causes and consequences of revolutions in their historical contexts, and discusses alternatives to violent overthrows of government as well as counter-revolutionary movements, past and present. The English, American, French, Russian, Chinese and Cuban revolutions are among those examined. GUNY GEN ED-GSBS, GOWC; NCC GEN ED-SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 250 - Era of the American Revolution

**Prerequisites:** ENG 101 or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** An in-depth view of the American struggle for independence, removing much of the mythology that surrounds this classic confrontation between colonies and mother country. Beginning with the French and Indian War, the course examines the crises leading to revolution, the military aspects of the war itself, and ends with a look at the new nation in its infancy. Particular attention is focused on both British and Colonial views toward independence, the conspiratorial

activities of the radical revolutionary minority, and the roles played by various individuals on all sides of the struggle in the War for Independence.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 255 - The Civil War and Reconstruction

**Prerequisites:** Completion of RDG 001 and/or RDG 002/

**Description:** The era of the Civil War and Reconstruction was the most traumatic in American history. The nation underwent an orgy of bloodshed and hatred, the aftereffects of which can still be seen to this day. This course examines the events and personalities of that turbulent era during which the nation was forged.

SUNY GEN ED-GSBS, GAMH; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 260 - Twentieth Century Genocide

**Prerequisites:** HIS 102, HIS 209, or permission of instructor, completion of RDG 001 and/or RDG 002.

**Description:** The subject matter of this course will be the history of ethnic/religious genocide during the 20th century. The topics covered will include the Armenian massacre of 1915-1918, the Jewish Holocaust (Final Solution) of World War II, as well as some contemporary examples of genocide, i.e. Bosnia, Rwanda, the Caucasus, etc. The prime emphasis will be on the Holocaust, with a focus on the lessons learned from this historical experience.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 270 - Racism in the Modern World

**Prerequisites:** One prior history course, either HIS 101, HIS 102, HIS 103, HIS 104, HIS 105 or HIS 106, completion of RDG 001 and/or RDG 002.

**Description:** (Students who require ENG 001 or RDG 001 cannot take this course until these requirements are met.) This course examines the origins and development of the national forces and institutions that have shaped racial ideas and practices over the last 500 years. Through a variety of historical materials, students will explore the comparative aspects and dimensions of racism, from early European overseas conquests to

contemporary struggles for national political power.

SUNY GEN ED-GSBS, GWEH; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 280 - The Atlantic World 1450-1820

**Prerequisites:** Completion of RDG 001 and/or RDG 002

**Description:** The European navigations of the fifteenth century permanently connected four major continents and their distinct peoples many of whom before this time had no or only sporadic contact with one another. From 1450 onwards the Atlantic Oceans served as a "corridor" through which peoples, ideas, and things were exchanged and transformed. This course explores the Atlantic world created by this corridor by examining several themes: maritime exploration, European-Indian-African interactions, the rise of European imperialism in the Americas, the creation of Atlantic American communities in the Americas, the growth of an Atlantic economy, and rebellion and revolution in the Atlantic world.

SUNY GEN ED-n/a; NCC GEN ED-SBS, PLDI

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

### HIS 290 - Religion in American History

**Prerequisites:** ENG 101.

**Description:** Religion has played an important role in the political, social, cultural, and intellectual history of America from the colonial era to the present. This course examines the diverse religions that have influenced and that have been influenced by the American past. Some of the belief systems considered are Protestant denominations, Roman Catholicism, Judaism, Islam, Buddhism, Hinduism, Mormonism, and African-American and Native-American religions.

SUNY GEN ED-n/a; NCC GEN ED-PLDI, SBS, WESH

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

## Health Information Technology

**HIT**

**HIT 151 - Medical Terminology**

**Description:** This course will prepare students for careers in medical administration by reviewing the terminology associated with many areas of medicine such as cardiovascular, digestive, central nervous, genitourinary, respiratory systems, etc. Emphasis is placed on etymology of words. (Students receiving credit for OFT 151 will not receive credit for HIT 151.)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 154 - Computer Software Applications in Health Care

**Description:** This course covers an overview of commonly available software tools used in health care, including introduction to encoding tools and computer assisted coding software used in health data processing. It includes an introduction to the electronic health record (EHR) process and the various health information systems currently used in health care delivery in the US. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 156 - Medical Coding CPT

**Prerequisites:** HIT 151 or permission of the Chairperson.

**Corequisites:** HIT 151 or permission of the Chairperson.

**Description:** This course provides instruction in the classification and coding of all ambulatory care and outpatient care encounters. The students will become familiarized with all aspects of CPT Coding and HCPCS Level II Coding. The course covers interpreting medical chart documentation and operative reports to accurately assign CPT codes for maximum physician reimbursement. Students will use popular coding software. The course covers information necessary for the completion of the CCA or CCS-P examination. Laboratory fee applies. (Students receiving credit for OFT 156 will not receive credit for HIT 156.)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 157 - Medical Coding ICD

**Prerequisites:** HIT 151 or permission of the Chair.

**Description:** This course will familiarize students with all practices and conventions

of ICD Coding. Students will learn to assign numeric codes for medical diagnoses and procedures carried out in medical offices, hospitals, ambulatory surgery centers and other types of health care facilities. Emphasis will be placed on accurate code selection following approved guidelines and coding conventions. Students will use popular coding software. The course covers information necessary for the completion of the CCA or CCS-P examination. Laboratory fee applies. (Students receiving credit for OFT 157 will not receive credit for HIT 157.)

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 158 - Reimbursement Methodologies

**Prerequisites:** HIT 157 with concurrency

**Description:** This course is designed to familiarize students with the basics of medical billing insurance reimbursement, and medical record documentation. The various types of prospective payment systems (PPS) used in health care reimbursement are discussed. Students complete billing, insurance and medical documentation forms, both manually and electronically. The course includes the study of the impact of federal legislation on health care reimbursement and an overview of the Federal Register. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 250 - Health Care Data Structure and Delivery Systems

**Description:** This course examines the concept of using health data and presenting it as usable information. Verification of data, data timeliness, data accuracy and data appropriateness, various data sets and data sources are discussed. Governmental requirements for data reporting are reviewed. The basics of medical record administration, including format and documentation compliance are also discussed. Students review and analyze actual medical records. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 256 - Advanced CPT Coding

**Prerequisites:** HIT 151, HIT 156, HIT 158 or permission of the Chairperson.

**Description:** This course focuses on the advanced practice of the application of CPT

coding. Students review and code advanced clinical and medical scenarios related to various body systems. Software coding packages and the use of CPT and HCPCS manuals to code for physician procedures and services are reviewed. Emphasis is placed on surgical coding. The students are introduced to procedure based payment systems including RBRVS, E&M codes and APC assignments. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 257 - Advanced ICD Coding

**Prerequisites:** HIT 156, HIT 157 or permission of the Chairperson.

**Description:** This course focuses on the advanced practice of the application of ICD-9 coding. Students review and code advanced clinical and medical scenarios related to various body systems. Coding standards guidelines and regulatory requirements for each system are discussed. The students are introduced to diagnostic based prospective payment groupers including DRG, APR-DRG and RUGS, as well as diagnostic coding systems including ICD-10 and the DSM-IV. Course includes an introduction to Systemized Nomenclature of Medicine (SNOMED) and its role as a basis for the electronic health record (EHR). Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 258 - Medical Coding Work Study

**Prerequisites:** HIT 158, HIT 256, HIT 257.

**Description:** This course is a supervised work experience that provides students with exposure to coding practices in a hospital, physician's office, clinic or other health care setting with directed projects common to the typical coding tasks of a clinical coding specialist. Students are introduced to health information technology and coding procedures through observation, study and work. Weekly seminars reinforce work experience.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 260 - Quality Management and Organizational Resources in HIM

**Prerequisites:** HIT 154, HIT 158, HIT 250.

**Description:** This course covers quality assessment and improvement tools related to health information management. Regulations

surrounding utilization management and risk management are discussed. Organizational functions of health information management systems are also discussed. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 265 - Health Data Statistics

**Prerequisites:** HIT 156, HIT 157, HIT 158, HIT 250.

**Description:** This course covers the application of basic hospital and vital statistics related to health information management. Correlations are made to explain how statistical information in the medical record is utilized within the health care facility and by outside governmental and private agencies. (2 lecture, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Please contact Department for course offering

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 270 - HIM Regulatory Issues in the Law

**Prerequisites:** HIT 154, HIT 250.

**Description:** This course introduces the students to legal issues surrounding the field of health information management. Health information/record laws and regulations are discussed including confidentiality, privacy, and security and usage of health information. Ethics and court decisions that affect healthcare are discussed. (2 lecture, 2 laboratory hours) Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Please contact Department for course offering

**Credit Hours:** 3

**Department:** Administrative Business Tech

### HIT 278 - Health Information Management Internship

**Prerequisites:** HIT 258, HIT 260, HIT 265, HIT 270.

**Description:** This course is supervised work experience that provides students with exposure to health information management practices in a hospital, physician's office, clinic or other health care setting with directed projects common to the typical responsibilities of a health information technologist/medical records specialist. Students are introduced to health information management and medical records procedures through observation, study and work. Weekly seminars reinforce work

experience. (2 lecture, 2 laboratory hours)

Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Please contact Department for course offering

**Credit Hours:** 3

**Department:** Administrative Business Tech

## Human Services

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### HMS

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#### HMS 101 - Introduction to Human Services

**Description:** This course provides students with an understanding of the human services profession: its goals and objectives, theories and methods, and structures and organizations. Emphasis is placed on the role of the human service provider in working with youth, families, the aged and disadvantaged populations.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: On Occasion

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### HMS 102 - Interviewing in Human Service Practice

**Description:** This course deals with interview skills for beginning human service workers. A variety of procedures for effective interviews in different situations are studied and practiced along with techniques to explore personal growth and development. Included are exploration skills, listening and insight skills. Traditional lectures, role playing and classroom experiential learning will be significant course components.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: On Occasion

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### HMS 117 - Introduction to Community Services

**Description:** This course focuses on roles helpers play and locations for social work practice. Topics include professional values and the National Association of Social Worker's code of ethics and the knowledge base of the profession. Sociological theory and research are used to examine interventions in individual and community life as well as policy formulation and implementation. Social welfare history is also presented and special attention is paid to working with populations at risk and the importance of cultural competency.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### HMS 200 - Community Service Skills

**Prerequisites:** HMS 117

**Corequisites:** HMS 117

**Description:** This course surveys the fundamentals of support services. It includes concepts and skills in counseling; interviewing techniques; implementing case management; working with families and groups; planning and record keeping. Students who have taken CSW 200 will not receive credit for HMS 200. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### HMS 205 - Community Service Internship

**Prerequisites:** HMS 117 and permission of instructor.

**Description:** The course includes five field work hours per week plus one and 1/4 seminar hours per week. Students are placed in an established human service agency under professional supervision. Class work focuses on the practical aspects of working in a human service agency, such as: professional responsibilities; supervisory and organizational skills; values and ethics and stress management. Special attention is paid to working with diverse populations. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

## Human Rights Studies

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### HRS

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#### HRS 101 - Introduction to Human Rights Studies

**Prerequisites:** Completion of remedial courses in MAT, ENG and RDG.

**Description:** Introduction to Human Rights Studies uses an interdisciplinary approach incorporating sources from United Nations reports, human rights documents, legal documents, literature, film, art and media to encourage critical thinking in the study of international human rights. This course investigates what human rights are, how they are monitored and defended by governments, international agencies and NGOs and what happens when human rights are violated. (Important case studies will be examined).

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

## Hospitality

### HTL

#### HTL 150 - Introduction to Tourism

**Description:** This course is designed to introduce students to basic concepts and the language and scope of the tourism industry. It includes the evolution, economic function and analysis of modes, organization, and arrangement of travel.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 155 - International Hospitality Industry

**Description:** A course providing students with techniques and international methods of tourism, culinary arts, hotel/restaurant management. It includes independent research, visits to hotels, restaurants, culinary arts schools and hotel universities. Special expenses for students: air fare to and from foreign countries, food, lodging, taxes, transfers, etc., for approximately two to three weeks.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 161 - Hospitality Management

**Description:** Traces the growth and development of the lodging industry from early times to modern hotel and motel operations. Covers the application of marketing research to site location, customer demand and determination of operational needs. Includes design and layout, front office requirements, maintenance, equipment and housekeeping activities.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 162 - Hospitality Human Resources

**Description:** Advanced management techniques and problems confronting the hotel-motel industry. Emphasis on personnel and labor relations. Dimensions of personnel management and responsibilities, operational problems of seasonal arrangements and various aspects of employee development and career

potential are covered. Current and future industry-wide trends and problems are also investigated.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 165 - Facilities Planning and Design

**Description:** The course of study concentrates on the hotel/restaurant complex, taking into consideration all phases of the enterprise, including coverage of topics in equipment selection, mechanical operations, traffic flow, hotel operations, and other ancillary functions to prepare the innkeeper and his/her staff for effective decision making.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 171 - Food and Beverage Operations

**Description:** An introduction to food and beverage management, including the elements of stewarding, staffing, budgeting, purchasing, ordering, receiving, storage and control. Topics include equipment layout and design, sanitation and analysis of the food and beverage operation in relation to the lodging facility.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 172 - Food Services Cost Analysis

**Description:** An intensive study of the 'control' aspects of the food and beverage industry that dictate profit or loss. Emphasis is placed on sales analysis, pricing, portion control, cost analysis, menu scoring and guideline percentage tests for all major expense components integral to food and beverage operations. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 174 - Fundamentals of Food Production

**Description:** An introduction to food preparation emphasizing basic culinary skills, practices, and the complete sanitation program in food establishments. Chef Instructor demonstrates proper culinary methods and preparations. Students then perform learned

skills. Students are required to produce foods and clean and sanitize the kitchen laboratory.

Lifting required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 175 - Food and Beverage Merchandising

**Description:** Emphasis is placed on the presentation function including menu design & layout, wine & beverage selection, promotion, theme development, creating an atmosphere for dining & marketing the "total product." Students will learn how to cost-out menu items & how to develop a menu. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 176 - Advanced Food Production Techniques

**Prerequisites:** HTL 174

**Description:** Commercial food preparation emphasizing quantity food production, the elements of baking, and the institutional approach to volume feeding. Chef Instructor also demonstrates more advanced techniques of food preparation. Students are required to produce foods and clean and sanitize the kitchen laboratory. Lifting required. Uniform required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### HTL 177 - Servsafe Sanitation

**Description:** Students learn the basic concepts of food safety that is needed to help protect consumers and businesses against foodborne illness outbreaks. The course demonstrates industry safety methods utilized in food handling, storage, and preparation. It prepares students for an exam sponsored by the National Restaurant Association and administered at the college. Servsafe is a nationally recognized certification.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Winter

**Credit Hours:** 1

**Department:** Hotel & Restaurant Tech

#### HTL 178 - Event Planning

**Description:** An opportunity for hands-on experience in the catering, banquet, convention and function business. Topics include banquet service, convention sales

and packaging, catering menus, recipes, and food preparation. The student meets one class lecture per week and actually produces two catered special functions (approximately 17 hours per function) per semester. The student plans, costs-out, prepares and serves the special function for the advancement of the College community on dates established by the instructor.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 180 - Front Office Management

**Description:** The analysis of the coordination of all departments emphasizing the control function. Topics include front office procedure, cash control, credit and collections, record keeping, equipment management and the integration of business machines in posting and auditing procedures. Computer lab will be utilized.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 190 - International Wines and Beverages

**Description:** An introduction to the major wine-growing regions of the world and the factors necessary to create an acceptable final product. Topics will include growing and vinification techniques, law and labeling, geography. The course will include discussion on distilled spirits and an introduction to bartending. Students may receive AHMA "Serving Alcohol with Care" Certification. Fee required.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 200 - Hotel Operations Research Seminar

**Description:** A comprehensive analysis of developments and problems in the hotel/motel industry utilizing contemporary developments. Emphasis is placed on the integration of the hotel/motel business with the hospitality industry and its present and future role. Students are involved in extensive case analysis. Some field trips required. Minimum 21 hotel/restaurant credits completed.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 205 - Food and Beverage Operations Research Seminar

**Description:** An analysis of contemporary developments and problems in the food service industry. All facets are explored including institutional feeding, fast foods, and specialty restaurants from gourmet to catering. Some field trips required. Minimum 15 hotel/restaurant credits completed.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 242 - Hospitality Internship

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom. Students must complete 350 hours on-the-job training as assigned by the professor in conjunction with assigned papers and coursework. Some office visits are required by the assigned professor.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

### HTL 600 - Cooperative Partnership with Industry

**Prerequisites:** Students are required to take ENG 001, RDG 001, RDG 002, MAT 001, MAT 002 or MAT 003 must successfully satisfy all remedial requirements prior to taking this course. In addition, students must have completed a minimum of 12 credits and be in good academic standing.

**Description:** The course provides supervised, practical, paid, full time experience at institutions that offer students opportunities to which they apply concepts learned in the classroom. Written reports demonstrating the understanding of theories and their applications are an integral part of the curriculum. Travel and living expenses may be incurred contingent upon placement.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 6

**Department:** Hotel & Restaurant Tech

## Inter Global Studies

### IGS

#### IGS 101 - Modern World Societies I

**Description:** This interdisciplinary social science course will chronologically explore the development of the modern world from

1500 to 1877. Course content will focus on such topics as scarcity, population dynamics, disease, industrialization, poverty, conflict, and international trade. Pertinent skills will be developed. This course will give students an awareness of the interdependence among past and present nations. Students will work with maps to gain an understanding of geography and the changing world order.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-WESH, PLDI, SBS GLNW  
Offered: Fall

**Credit Hours:** 3

**Department:** Economics and Finance

#### IGS 102 - Modern World Societies II

**Description:** This interdisciplinary social science course will chronologically explore the development of the modern world from 1878 to the present. Course content will focus on such topics as scarcity, population dynamics, disease, industrialization, poverty, conflict, and international trade. Pertinent skills will be developed. This course will give students an awareness of the interdependence among past and present nations. Students will work with maps to gain an understanding of geography and the changing world order.

SUNY GEN ED-GOWC, GSBS; NCC GEN ED-WESH, PLDI, SBS, GLNW  
Offered: Spring

**Credit Hours:** 3

**Department:** Economics and Finance

## Interior Design

### INT

#### INT 101 - Interior Design Studio I

**Description:** This course presents an overview of methods for designing residential, business and institutional interiors. Topics taught include the functions and responsibilities of the interior designer as distinguished from other practitioners in the field, space selection, analysis and planning, scale drawing, projections, furniture layouts. Average Materials Cost: \$225.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### INT 102 - History of Furnishings and Design

**Description:** The course is a comprehensive survey of the development of furnishings and interior design from ancient times through the 20th century. Principal movements and periods include: Classic, Renaissance, Baroque, Neo-Classical, Arts and Crafts, Art Nouveau, Art

Deco, Modern and Post-Modern design. The development of styles is chronologically traced within the context of the prevailing social and historical forces that affect design.

For special (as indicated on Banner) sections only: Field trips are required as part of the course. Additional transportation fee and entrance fees to museums and historical sites are required.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 103 - Trends in Furniture and Lighting Design**

**Prerequisites:** ENS 101.

**Description:** This course covers trends and influences on 20th-century furniture and lighting for the home, office and public interior spaces. The latest trends and technologies are examined through a study of the furniture design process. Crafts and art furniture, antiques and collectibles, are studied for their influences on trends. The wide range of available lighting materials is explored. Creation of dramatic and functional lighting effects and spatial interpretations are studied. Average Materials Cost: \$50.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 104 - Color for Home Furnishings and Design**

**Description:** This course familiarizes students with color language and technology as it applies to interior design. It focuses on the following areas: light and color, color systems, color schemes, special color effects, practical approaches to and the psychological impact of colors. In addition, students are taught to design a color schematic which is applied to a variety of room plans, and to solve common color problems. Average Materials Cost: \$150.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 105 - Resources and Materials**

**Prerequisites:** INT 101, 103, 201, 203

with a minimum grade of C and ENS 101 or permission of Department

**Description:** Emphasis is on the analysis, identification and application of materials for interiors. Wall and floor coverings, cabinetry, windows and upholstery are examined. Students learn to estimate cost and quantities of materials needed for design projects. Resources (vendors of furniture,

fabrics, accessories, etc.) are explored.

Field trips to suppliers, workrooms and "trade only" showrooms will be scheduled.

There will be classroom lectures by manufacturers' representatives and other industry spokespeople. Average materials cost: \$50.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 107 - Professional Practices and Business Techniques**

**Prerequisites:** INT 101, INT 106, ART 111 and ENS 101 with a minimum grade of C in all prerequisites or permission of Department.

**Description:** This course is designed to prepare students to understand and execute business aspects of Interior Design. It teaches the concepts and skills necessary to start and to develop an Interior Design business. Sample topics covered include types of business formations, formulating contracts, project management, methods of determining and applying fees, securing financial and legal council, professional ethics, etc. Students are required to develop a prototype client job book - developing a full battery of working forms which are standard in the industry. Average Materials Cost: \$75.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 108 - Final Thesis and Portfolio Development**

**Prerequisites:** INT 101, INT 105, INT 106, ART 111 and ENS 101 with a minimum grade of C in all prerequisites or permission of Department.

**Description:** This course develops and refines skills necessary to execute effective design presentations for submission to clients. It teaches concepts and techniques for compiling portfolios suitable to obtaining work in the profession. The student will submit an Exit Portfolio and present a final thesis with emphasis on universal design. Student must have a minimum of ten completed Interior Design Projects for Portfolio Development. Average Materials Cost: \$150.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 115 - Kitchen and Bath Design I**

**Prerequisites:** INT 101, ENS 101

**Description:** This course is intended to educate the professional residential interior

kitchen and bath designer with the appropriate applications for kitchen and bath design in compliance with industry and manufacturers' standards. The student will learn local and state building codes, licensing, and legislative requirements that are necessary to perform all tasks associated with kitchen and bath design and installation standards. Student must be enrolled in Kitchen and Bath Design Certificate Program.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Please Contact Department

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 118 - Presentation Standards for Kitchen and Bath Design**

**Prerequisites:** INT 101, INT 103, INT 105, ENS 101, CET 101, CET 107.

**Description:** Student must be enrolled in the Kitchen and Bath Certificate Program. This course teaches students to read architectural drawings used in the design process of a kitchen or bathroom. Students learn to produce working documents according to NKBA (National Kitchen and Bath Association) Graphics and Presentation Standard Manual. Students will become competent in the following: proper use of equipment, architectural lettering, drawing of floor plans, elevations, mechanical, section and detail drawing. NKBA Standards are used in all drawings including perspective and isometrics.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Please Contact Department

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 142 - Field Training**

**Prerequisites:** Permission of instructor or Department Chairperson.

**Description:** Students work for appropriate business firms to enrich the theoretical concepts previously developed in the classroom. Enrollment limited to Interior Design students.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 201 - Interior Design Studio II**

**Prerequisites:** INT 101, INT 102, ART 111 and ENS 101.

**Description:** Students who have taken INT 106 will not get credit for INT 201. (Formerly INT 106). Presents a lesson in mechanical, studio drafting for interior design majors. Students will be required to draw layouts, elevations, reflective ceiling plans, matrix

assessments, and perspective thumb-nail drawings. This will prepare each student for the full gamut of drawings that professional interior designers must necessitate. The presentations of these projects meet a criteria for portfolio development. Average Materials Cost: \$75.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 203 - Presentation Techniques for Interior Designers**

**Prerequisites:** INT 101, INT 102, INT 104, INT 201, ENS 101, ENS 105, ART 111.

**Corequisites:** INT 103, INT 105, INT 107, CET 107.

**Description:** This course develops and perfects the rendering skills necessary to allow learners graphic expression of interior space. Client presentation technique, visual skills and scale modeling are emphasized as well as materials and coordination.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 206 - Interior Design Working Drawings**

**Prerequisites:** INT 101, INT 102, INT 104, INT 201, ENS 101, ENS 105, ART 111, CET 101.

**Corequisites:** INT 103, INT 105, INT 107, CET 107.

**Description:** Must be an Interior Design Major. This course teaches the student to prepare a set of working drawings for use by a contractor and / or architect. Architectural drafting techniques, schedules, specifications of materials and finishes, principles of door window and cabinet detailing are included. The learner will survey architectural drawings and identify with the conventions employed by architects, engineers and building trades. Materials Fee. Enrollment limited to Interior Design students.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 215 - Kitchen and Bath Design II**

**Prerequisites:** INT 101, ENS 101, CET 101, INT 115, MKT 170.

**Description:** This course offers the Kitchen and Bath design professional a guide to be used in the planning of Kitchen and Bath at an advanced level. The focus of this course

is to enforce the design elements of kitchen and bathroom design and learn the parameters for both universal and sustainable design as applies to kitchen and bath installations. This course enables the kitchen and bath professional to make the proper choices in planning and installing kitchens and baths. The learner will understand the value and techniques of designing universal and sustainable areas suitable to the needs of a client. Each student will learn to create and maintain a design portfolio of projects showing skill and ability to successfully prepare a design presentation. Student must be enrolled in the Kitchen and Bath Design Certificate Program.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Please Contact Department

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 301 - Interior Design Studio III**

**Prerequisites:** INT 101, INT 102, INT 104, INT 201, ENS 101, ENS 105, ART 111.

**Corequisites:** INT 103, INT 105, INT 107, CET 107.

**Description:** This studio course requires the student to focus on specific building types and user groups such as corporate, retail and institutional. Research methods and client requirements are introduced along with techniques in the diagramming and programming of interior space to provide client needs. Design concept, image, color and finishes, graphics, building codes and universal as well as sustainable design are emphasized. Student presentations will be evaluated by professional interior designers. Material fee.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

### **INT 401 - Interior Design Studio IV**

**Prerequisites:** INT 101, INT 102, INT 103, INT 104, INT 106, INT 201, INT 301, ENS 101, ENS 105, ART 111.

**Corequisites:** INT 105, INT 107, CET 107.

**Description:** Through research, design analysis, and problem solving students explore the wide variety of user groups and discover the challenges associated with the use of multi functional hospitality design. Emphasis on GREEN DESIGN lighting, materials, details color, finishes, barrier free design and building codes. Industry professionals will be available for critique of student projects. Materials Fee.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

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## **INU**

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# **Italian**

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## **ITA**

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### **ITA 101 - Beginning Italian I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the first course in the ITA 101-ITA 102 sequence. Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. This course is not intended for students of Italian speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### **ITA 102 - Beginning Italian II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 101 or equivalent.

**Description:** This is the second course in the ITA 101-ITA 102 sequence. Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### **ITA 201 - Intermediate Italian I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 102 or equivalent.

**Description:** This is the first course in the ITA 201-ITA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### **ITA 202 - Intermediate Italian II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 201 or equivalent.

**Description:** This is the second course in the ITA 201-ITA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### ITA 225 - Italian for Business

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 102 or permission of the instructor.

**Description:** Using print, video, and electronic media this course offers students a practical knowledge of Italian business terminology and procedures. It will introduce students to such topics (in Italian) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### ITA 301 - Advanced Italian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 202 or equivalent.

**Description:** This is the first course in the ITA 301-ITA 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Italian.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### ITA 302 - Advanced Italian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. ITA 202 or equivalent.

**Description:** This is the second course in the ITA 301-ITA 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking,

reading, writing and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Italian.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Information Technology

### ITE

#### ITE 101 - Introduction to Information Technology

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting this course.

**Description:** Students will not receive credit for both ITE 101 and CMP 103. This course offers a broad-based introduction to the field of Information Technology (IT) including its evolution, current trends and future directions. Students will be introduced to the various aspects of IT along with an understanding of the technical support that is provided to employees and organizations. IT fundamentals, operating systems and hardware, web development, networking, and information and database systems will be covered.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

#### ITE 153 - Operating Systems Management

**Prerequisites:** At least a C in ITE 101. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting this course.

**Description:** This course examines the fundamental role of operating systems as it relates to the interaction of hardware and application software. Students will learn core operating system technologies including installing, configuring, and maintaining operating systems for client workstations in both networked and non-networked environments. Students will obtain a basic understanding of hardware components, desktop components and interfaces. They will learn how to use various system administration tools and utilities to manage an operating system. Emphasis is placed on creating a computing environment for users which

will maximize productivity and minimize workstation problems. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

#### ITE 154 - Web Programming I

**Prerequisites:** At least a C or better in both CSC 104 and ITE 101. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting this course.

**Description:** This course is an introduction to the fundamentals of programming using a modern object-oriented scripting language such as JavaScript. Object-oriented and fundamental programming concepts are covered along with events, event handlers, both built in functions and user-defined functions, predefined and user-defined objects, web form validation and browser considerations. Projects and assignments will mirror real-world applications and usage. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

#### ITE 204 - Java Programming

**Prerequisites:** A grade of C or better in ITE 154. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is an introduction to object-oriented programming using the Java programming language. Students will become familiar with the concepts of objects and classes, inheritance, polymorphism, and encapsulation. Topics include creating graphical user interfaces, servlets, networking, and exception handling. Optional topics include applets and multi-threading. Students who have completed CMP 218 will not get credit for ITE 204. (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

#### ITE 213 - Data Communications and the Internet

**Prerequisites:** A grade of C or better in ITE 101 or CMP 103 or permission of Department. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is designed to acquaint the student with the interface,

hardware, software, and the communications protocols necessary to utilize various information systems of both local and global networks. Topics include: installation of communications hardware and software, Local Area Networks (LAN), Wide Area Networks (WAN) and the Internet, along with governance and structure of computer networks. Sites and domains, remote connections, file transfer protocols, electronic resources, navigation of remote domains and networks, networking security, societal impact and related issues will be covered. Students who have completed CMP 110 will not get credit for ITE 213. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### ITE 223 - Network Management I

**Prerequisites:** A grade of C or better in ITE 153; concurrency with ITE 213 permitted. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is designed to cover fundamental and advanced concepts in network theory and system administration. Use of the network operating system in planning and management of directory services and network file systems are stressed. Additional topics include: setting up and maintaining user accounts, protecting network data, network printing, management of devices, application software, workstation management, data communications and network security. This course contains knowledge units typically needed for professional certification. The lab portion of the course incorporates a widely used network operating system by Novell and/or Microsoft. Students who have completed CMP 208 will not get credit for ITE 223. (4.5 lecture hours). Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### ITE 252 - Database Management

**Prerequisites:** A grade of C or better in both CSC 104 and ITE 101. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is an introduction to database processing for business applications. Emphasis is placed on the design, implementation and administration of a database as well as the use of Structured Query Language (SQL). Students will develop

applications using a popular DBMS software package. Students who have completed CMP 252 will not get credit for ITE 252. (4.5 lecture hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### ITE 253 - Network Management II

**Prerequisites:** A grade of C or better in ITE 223. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is designed to cover advanced concepts in network configuration and implementation. Topics include methods of installation, and upgrading of server operating system software along with implementation, merging and integration techniques. Configuration and applications of multiple protocols including, Web server and File Transfer Protocol (FTP) services, will also be discussed. This course contains knowledge units typically needed for professional certification. This course will incorporate a widely used network operating system by Novell and/or Microsoft. Students who have taken CMP 209 will not get credit for ITE 253. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### ITE 254 - Web Programming II

**Prerequisites:** A grade of C or better in ITE 204. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting this course.

**Description:** This course offers students advanced instruction in web programming via server-side and client-side programming languages and database integration. Students develop interactive web pages to understand how web professionals build e-commerce and search sites in the job marketplace. Languages PHP, JSP, and CSS are used and integrated with MySQL. Various development tools are explored.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### ITE 264 - Applications Development

**Prerequisites:** A grade of C or better in ITE 252 and ITE 204 or CMP 219 or permission of the Department; concurrency with ITE 252 permitted. Students must have satisfied all

MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course introduces to the student computer programming using a GUI (Graphical User Interface) programming language. Business and information system applications are developed using Visual Basic. NET. The course provides the concepts of event-driven programming, terms, rules, and programming components for database application development. Students who have completed CMP 214 will not get credit for ITE 264. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

## International Field Training

### IWS

#### IWS 142 - International Field Training

**Prerequisites:** Permission of Department Chairperson.

**Description:** During summer intersession. Students work for appropriate international business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom. Students work outside of the U.S.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Japanese

### JPN

#### JPN 101 - Beginning Japanese I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening, comprehension, and simple conversational patterns. This course is not intended for students of Japanese speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN-ED-HUM, GLNW

Offered: Fall, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

#### JPN 102 - Beginning Japanese II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. JPN 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

## Jewish Studies

### JWS

#### JWS 101 - Introduction to World Jewish Studies

**Description:** This course introduces students to the multicultural diversity of the Jewish community. By reading, viewing, and discussing historical and contemporary material, students learn about Jewish traditions and cultures, including Mizrahi (Eastern, African), Sephardi (Iberian), Ashkenazi (non-Iberian European). Students explore the global spectrum of Jewish experience and identity. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

## Latin American Studies

### LAS

#### LAS 101 - Introduction to Latin American Studies

**Description:** This course introduces students to the interdisciplinary study of the diverse nations, traditions, experiences, and concerns of the peoples in Latin America. Class, race, and ethnicity issues, gender, language, and identity will be explored through a variety of media. Sociological, political, literary, historical, and theoretical contexts will frame the examination of subjects such as family, religion, ideological perspectives, (neo) colonialism, labor, the state, the economy, the environment, and the arts.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### LAS 105 - Introduction to Latino/a American Studies in the U.S.

**Description:** This course is an introduction to the interdisciplinary study of Latinas and Latinos in the U.S. Students will examine the integration of various groups such as Puerto Rican, Mexican-American, Cuban, and Central American into a large society; the diverse contributions made by and issues facing the communities: immigration, assimilation, racism, identity, bilingualism, generational differences, political representation, social and economic status, education, and forms of art; music and entertainment.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

Offered: Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### LAS 222 - Latin American Literature

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual Listed with ENG 222) This course introduces students to the range of traditions that comprise the literatures of Latin America. It will examine literary productions in specific cultural and historical contexts. Spanish, Portuguese, and Francophone literature, as well as indigenous works from such countries as Brazil, El Salvador, Argentina, Cuba, Puerto Rico, and Mexico will be studied in translation. Writing is an integral component of this course. This course may not be used for foreign language credit.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, LIT, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

## Latin

### LAT

#### LAT 101 - Beginning Latin I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** The essentials of Latin grammar and vocabulary. Selected readings from prose authors. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### LAT 102 - Beginning Latin II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. LAT 101 or equivalent.

**Description:** The essentials of Latin grammar and vocabulary. Selected readings from prose authors. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Legal Studies

### LAW

#### LAW 103 - Business Law I

**Description:** An overview of the Law and the American legal system and court structure; an extensive study of the basic principles of the law of contracts, sales, and security devices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

#### LAW 104 - Business Law II

**Prerequisites:** LAW 103.

**Description:** The legal aspects of business including basic principles of real and personal property, bailments, wills and intestate succession. It will also cover business arrangements including partnerships, corporations, limited liability companies as well as commercial paper.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

#### LAW 105 - Introduction to Current Law

**Description:** The course explores the structure and function of our judicial system, focusing on basic areas of civil law including those dealing with employment, housing, marriage, contracts and banking. Legal transactions such as wills, mortgages and leases will be analyzed. The course prepares students for the myriad of real life situations they will encounter. For non-business majors only.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

#### LAW 106 - Sports and the Law

**Description:** Understanding the law in connection with the world of sports is important because the business of sports is a multibillion dollar industry that provides a variety of employment opportunities. Through the subject of sports, the course will cover topics in the law such agency, contracts, torts,

crimes, discrimination towards women and persons with disabilities, international law, antitrust and labor law, intellectual property and alternative dispute resolution.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 107 - Hotel Management Law**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Intermittently

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 201 - The Nature and Functions of Law**

**Description:** (Honors and non-Honors section) A study of the origins and evolution of law in America. Our legal institutions and judicial systems will be examined. Contemporary legal issues will be explored. The student will learn to appreciate how law helps us to resolve our conflicts and address our problems through various legal techniques. This course will not focus on specific laws and rules, but rather on understanding the nature of law, how it affects us and what its limitations are.

SUNY GEN ED-n/a; NCC GEN ED-PLDI  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 203 - Environmental Law, Policy & Sustainability**

**Description:** This course will explore the evolution of environmental law and policy focusing on the creation, implementation and interpretation of legislative enactments and administrative regulations. The impact of governmental policies on human needs and our natural resources will be examined. Students will gain familiarity with current issues and case law dealing with environmental disruption, sustainability and corporate social responsibility.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Intermittently

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 300 - Introduction to Law and the Legal System**

**Description:** A study of the American legal system, including its historical development and judicial structure. The course will emphasize legal process, reasoning, and analysis. The student will also learn about the paralegal profession, including its ethical responsibilities.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 301 - Litigation**

**Prerequisites:** LAW 305.

**Description:** A study of the lawsuit with an emphasis on pleadings. The student will study and will be required to prepare such documents as the summons, complaint, answer, interrogatories, motions, orders to show cause, and orders. Some of the other topics to be covered are pretrial settlements, releases, and enforcement of judgments.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 302 - Partnerships and Corporations**

**Prerequisites:** LAW 305.

**Description:** An in-depth study of the law of partnerships, corporations, and limited liability entities. An analysis will be made of the creation of the partnership as well as its termination. New York State corporate requirements will be analyzed with a view of the creation and termination of the corporation. The student will be required to prepare the various partnership and corporation agreements and documents.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 303 - Estates and Administration**

**Prerequisites:** LAW 305.

**Description:** The study of wills, intestacy, and administrative proceedings. The student will study basic aspects of estate planning, will preparation, probate, and administration.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 304 - Real Property**

**Prerequisites:** LAW 305.

**Description:** A study of the various types of real property relationships and transactions. Such areas as contracts, deeds, mortgages, leases, and title searches will be reviewed. The student will be required to prepare the various real property documents, compute closing adjustments, and prepare closing statements.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 305 - Legal Research and Writing**

**Prerequisites:** LAW 300

**Corequisites:** LAW 300.

**Description:** The course will serve two functions: first, to teach the paralegal to use a library effectively in conducting legal research; and second, to prepare a written memorandum dealing with the results of this research.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 306 - Practicum**

**Prerequisites:** All LAW courses in Paralegal Program. Permission of instructor required.

**Description:** Supervised practical experience in a law firm or law-related institution.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 307 - Torts and Personal Injury Law**

**Prerequisites:** LAW 301 and LAW 305.

**Description:** An in-depth study of the Law of torts with emphasis on negligence. This course will familiarize students with the negligence litigation process and the practical aspects of assisting attorneys in the personal injury field.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 308 - Family Law**

**Prerequisites:** LAW 305.

**Description:** A study of the marriage relationship, legal problems with children, dissolution of marriage, custody, legitimacy, adoption, change of name, guardianship, support, court procedures and separation agreements.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 309 - Law Office Management**

**Prerequisites:** LAW 300

**Corequisites:** LAW 300.

**Description:** Introduction to basic concepts of Law office management for the Paralegal, including an examination of Law office structure, management principles, and legal

ethics. In addition, the course will include an introduction to computer utilization in litigation support, legal research and case management. Students must be familiar with word processing or enroll in ABT 109 prior to taking this course.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 310 - Bankruptcy/Debtor and Creditor Law**

**Prerequisites:** LAW 305.

**Description:** Introduction to the basic concepts of bankruptcy Law, including the Paralegal's role in the preparation and filing of necessary documents for Chapters 7, 11, and 13 bankruptcy cases. In addition, the student will be instructed in the use of current computer software in bankruptcy practice.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 311 - Legal Writing and Analysis**

**Prerequisites:** LAW 300 and LAW 305.

**Description:** This course will emphasize the development of legal writing skills for the paralegal. The student will draft letters, briefs, memoranda, and other documents used in legal practice. The students will learn the mechanics of legal writing, stressing clear and concise expression, citation, and terminology.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 312 - Elder Law**

**Prerequisites:** LAW 300 and LAW 305.

**Description:** LAW 312, Elder Law, will provide the student with knowledge of the basic concepts of elder law, including the paralegal's role in the preparation and filing of necessary legal documents such as power of attorney forms, health care proxies, living wills, advance directives and last wills and testaments. It will also focus on such topics as guardianships, health care decision making, Medicaid, long-term care housing options, various tax issues, social security and elder abuse.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 315 - The United States Judicial System**

**Prerequisites:** Students must have completed all remedial courses, have a minimum GPA of 2.5 and completion of 15 college credits. Prospective students must be interviewed and recommended by the instructor. Special expenses for students may include airfare or other forms of transportation to and from select destinations, lodging, transfers and special meals for approximately two weeks.

**Description:** This domestic study course will examine the role, challenges and inner workings of the United States Court System. Students will have an opportunity to view trials and oral arguments in state and federal courts throughout the country and will visit legislative bodies and offices of court administration. Students will develop an understanding of court procedures, protocols and various aspects of civil and criminal law and will be able to compare, contrast and differentiate trial and appellate courts on the state and federal level. Discussions with court personnel, judges and government officials are planned. This course may be offered during the winter and summer sessions only.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Intermittently

**Credit Hours:** 3

**Department:** Legal Studies

### **LAW 316 - The U.S. and International Legal Systems**

**Description:** The travel/study course explores the roots of the American Legal System from its origins in English common law to its current role in international law. The workings of the English Courts of law, the European Parliament and the International Court of Justice will be studied. The course involves travel to some or all of the locations of the European legal system including the United Kingdom, Brussels, Belgium (home of the European Union) and the Hague in the Netherlands (site of the International Court of Justice), and Strasbourg, France depending on the Courts availability. Expenses include airfare, lodging, meals and transportation between locations.

Offered: Spring (Second Half Session)

**Credit Hours:** 3

**Department:** Legal Studies

## **Library**

### **LIB**

#### **LIB 100 - Essential Research for College Success**

**Description:** This course introduces students to the research process: the organization, location, evaluation and ethical use of

information using print, non-print and electronic resources. Through hands-on active learning activities, students will gain an understanding of basic research and information literacy skills that will aid them in college-level work and lifelong learning.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Library

#### **LIB 101 - Introduction to Research**

**Description:** Students develop information literacy through the selection, location, evaluation and ethical use of information sources and systems for college work and lifelong learning. Hands-on, active learning sessions familiarize students with print and digital resources, including books, periodicals, audiovisual materials, online databases and the Internet. Critical thinking projects that provide in-depth exploration of the research process reinforce skills required for academic work and college-level research projects.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Library

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## **LNC**

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# **Logistics and Transportation Management**

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## **LOG**

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#### **LOG 101 - Principles of Logistics and Management I**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of the modes of transportation; economic, social and political systems within which the various modes of transportation operate and the effect of these modes on the transportation of goods and passengers; analysis of present challenges and opportunities facing the railroads, airlines, motor carriers, water carriers, pipelines and third parties (forwarders, brokers, etc.); emerging concepts and technologies. The student is introduced to the concept of the systems approach to distribution and logistics management, including existing and emerging communications systems. Also reviewed is regulation and deregulation affecting national and international transportation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 102 - Principles of Logistics and Management II

**Prerequisites:** LOG 101 or permission of the Department. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Further analysis of the issues related to the shipper, carrier and consignee of goods; documentation; responsibility and liabilities of shippers, carriers and third parties; handling of claims; routing; types of regulation and deregulation and the regulatory agencies; procedures used in determining freight rates and services. The student is made aware of some of the more complicated issues associated with distribution and logistics management, including the planning and evaluation of its effectiveness. Simulations of these concepts are discussed at length. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 103 - Systems of Intermodal Transportation

**Prerequisites:** LOG 101 and LOG 102 and MAT 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Overall description of various modes of transportation and logistics systems as they relate to statistical and mathematical models and computer simulations to determine optimum operating conditions and opportunities under which modal and intermodal transportation systems exhibit economically efficient performances. Includes game theory analysis of alternative situations. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 104 - Railroad and Motor Carrier Transportation and Logistics

**Prerequisites:** LOG 101 or LOG 102 and MAT 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of railroad and motor carrier transportation; importance of intermodalism and communications; types of services rendered; equipment utilized; rates; rules, regulations, and insurance; routing techniques and optimization; analysis of

operations and current problems utilizing stochastic models, queuing theory and computer simulations; emerging concepts and technologies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 105 - Water and Airline Transportation and Logistics

**Prerequisites:** LOG 103. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Development of water and air transportation; importance of intermodalism and communications; port and airport operations; services provided; equipment used; rate and service structures and formulation, rules, regulations, insurance, routing techniques and optimization; analysis of operations and competitive alternatives utilizing stochastic models, modal split models, queuing theory and computer simulations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 106 - Intermodal Transportation and Logistics in International Trade

**Prerequisites:** LOG 101 or LOG 102. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Growing interdependence between domestic and international trade and business relationships; terminology of international trade, role of international corporations; documentation; financial procedures; communications; regulations; political issues.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### LOG 107 - Intermodalism and Transportation Regulations

**Prerequisites:** LOG 102. Students must have satisfied MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** International, Federal and state regulations; response to deregulation; regulatory agencies and penalties for violations; economic and constitutional background of transportation regulations; emerging policies and their impact on present

and near term transportation and logistics operations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: On Occassion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

## Mathematics

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### MAT

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#### MAT 001 - College Preparatory Mathematics

**Description:** A non-credit course required of students not meeting the entrance requirements in Mathematics. Topics include: Integers and rational numbers, fundamental operations with integers, fractions and decimals, ratio and proportion, percent, consumer and job related problems. Hand-held calculators will be used (3 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0

**Department:** Math/Computer Science/Info Tec

#### MAT 002 - Introductory Algebra

**Prerequisites:** Satisfactory completion of MAT 001 or by college placement test.

**Description:** A non-credit course required of students having deficiencies in Mathematics. Topics include: fundamental processes of arithmetic and algebra, factoring, linear and fractional equations, exponents, radicals, quadratic equations and right triangle trigonometry. Hand-held calculators will be used (4.5 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0

**Department:** Math/Computer Science/Info Tec

#### MAT 003 - Integrated Arithmetic and Introductory Algebra

**Description:** A non-credit course that is a one-semester option to replace the two-semester sequence of MAT 001 and MAT 002. All students with a MAT 001 placement who have not previously taken this course are eligible. This course cannot be repeated. Arithmetic and algebra will be integrated throughout the semester. Emphasis will be placed on fundamental operations of integers and rational numbers, ratio and proportion, percents, factoring, linear and fractional equations, exponents, radicals, quadratic equations, and right triangles. Various relationships will be explored both graphically and analytically. Hand-held calculators will be used (6 lecture hours).

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0

**Department:** Math/Computer Science/Info Tec

### **MAT 100 - A Topical Approach to Mathematics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Fundamental Mathematics topics and their applications. Topics include: problem solving, number systems, geometry, consumer mathematics, mathematical modeling, probability, management science, and social choice and decision making. A scientific calculator is required. (4.5 lecture hours) (Students will not receive credit for both MAT 100 and MAT 114).

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 101 - Concepts of Mathematics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Topics include: formal symbolic logic, arguments, methods of proof; basic concepts of sets, set operations and probability. Consideration of number systems and computers.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 102 - Introduction to Statistics**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Appropriate and inappropriate uses of statistics, measures of central tendency and variability, basic concepts of probability, the binomial, normal and 't' distributions, testing hypotheses, estimation, chi-square, linear regression, and correlation.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 103 - Applied Statistics**

**Prerequisites:** Students are to be placed into MAT 103 by the following:

**Description:** At least a C in MAT 102.

Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

A course for students concentrating in liberal arts, social science, humanities, and statistics. Through the use of computer software packages such as Excel, Lotus 1-2-3, Statistical Package for the Social Sciences (SPSS), and Minitab, the basic and more advanced ideas of descriptive and inferential statistics are studied.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 109 - Algebra and Trigonometry**

**Prerequisites:** Students are to be placed into MAT 109 by the following:

**Description:** College Placement Test (For some students whose College Placement Test scores allow for MAT 109, MAT 002 might be recommended prior to taking MAT 109) Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

\*See calculator note in catalog. This course considers fundamental ideas from algebra, trigonometry, and geometry. A problem solving approach is used. (4.5 lecture hours) SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 111 - Pre-Calculus**

**Prerequisites:** Students are to be placed into MAT 111 by the following:

**Description:** College Placement Test or at least a 'C' in MAT 109 or MAT 116. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

\*See calculator note in catalog. A primer course for the study of Calculus. The function concept plays the unifying role in the study of polynomial, rational, exponential, logarithmic, and trigonometric functions. The modeling of elementary functions is stressed and topics are presented graphically, numerically, analytically, and verbally (following the Rule of Four). Technological support using a graphing calculator is integrated throughout the semester. In addition, appropriate computer software may also be available. (4.5 lecture hours)

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 112 - Calculus with Applications in Business and Social Sciences**

**Prerequisites:** Students are to be placed into MAT 112 by the following:

**Description:** College Placement Test or at least a C in MAT 111 or MAT 117 Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

\*See calculator note in catalog. This course is not recommended for Math, Engineering, Science or Computer Science students and it does not satisfy the prerequisite for MAT 123. This course is intended to introduce the fundamental concepts and techniques of calculus to the non-science student. Special emphasis is given to applications in Business and Social Sciences. Topics include functions and graphs; the derivative and differentiation techniques of algebraic, exponential and logarithmic functions of a single variable; the concept of margin in economics; elasticity of demand; differentials; related rates and optimization problems; growth and decay applications; integrals and integration techniques; application of integrals, including producer's and consumer's surplus; income streams, probability. (4.5 lecture hours) Students will not receive credit for both MAT 112 and MAT 122.

SUNY GEN ED-MAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 114 - Foundations of Mathematics for Educators**

**Prerequisites:** Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course is intended for students who are interested in teaching at the elementary school level. Topics will include a development of binary algorithms, the real numbers, field properties of the real number system as applied to abstract mathematical systems, numerations systems, functions and equivalence relations, solving systems of algebraic equations and number theory including some algebraic proof. Applications, historical perspectives, problem solving, and use of the technology will be emphasized in all topics. Students will not receive credit for both MAT 100 and MAT 114. (3.0 lecture hours) SUNY GEN ED-n/a; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**MAT 116 - Engineering Technical Math I**

**Prerequisites:** Two years of Regents H.S. mathematics, with at least a 78% on Math A Regents; or at least a 75% average in two years of Regents H.S. mathematics, or satisfactory completion of MAT 002. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Designed for students in Engineering Technology Programs. Operations with real numbers; exponents and scientific notation; equations and inequalities; functions and graphs; system of equations and determinants; triangle trigonometry and introduction to general trig definitions; algebraic products and factoring; solving equations by factoring and quadratic formula; fractional equations and operations with algebraic fractions. Applications are considered from various scientific, technical, and practical areas. (4.5 lecture hours) Students will not receive credit for both MAT 109 and MAT 116, SUNY GEN ED-GMAT; NCC GEN ED-MATH  
Offered: On Occasion

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**MAT 117 - Engineering Technical Math II**

**Prerequisites:** Three years of Regents H.S. mathematics, with at least a 78% on Math B Regents; or at least a 75% average in three years of Regents H.S. mathematics (including trigonometry - i.e. Sequential 3); or at least a C in MAT 109 or MAT 116. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Designed for students in Engineering Technology. Rational exponents and radicals; functions and their graphs; polynomial, exponential, logarithmic and trigonometric functions; conic sections; introduction to derivatives and integrals. Applications are considered from various scientific, technical and practical areas. (4.5 lecture hours) Students will not receive credit for both MAT 111 and MAT 117.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: On Occasion

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**MAT 118 - Finite Mathematics: Quantitative Analysis**

**Prerequisites:** Students are to be placed into MAT 118 by the following:

**Description:** College Placement Test (for some students whose College Placement Test scores allow for MAT 118, MAT 002 might be recommended prior to taking MAT 118)

Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

This course covers applications of finite mathematical models, primarily to problems in business and management. Matrix operations, Markov analysis, Gauss-Jordan elimination, input-output analysis, linear programming and the simplex method, game and decision theory will be addressed.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**MAT 122 - Calculus I**

**Prerequisites:** Students are to be placed into MAT 122 by the following:

**Description:** College Placement Test or at least a C in MAT 111 or MAT 117.

Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

\*See calculator note in catalog. Definitions of limit, continuity and derivative; rates of change, tangent to a curve, chain rule; derivatives of elementary functions, products, quotients; higher order, implicit and inverse differentiation; mean value theorem; maxima and minima; differentials; definition of the definite integral, Fundamental Theorem of Integral Calculus; applications; integration of elementary functions. (4.5 lecture hours) Students will not receive credit for both MAT 112 and MAT 122.

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**MAT 123 - Calculus II**

**Prerequisites:** At least a C in MAT 122.

Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Methods of integration; improper integrals, applications of the definite integral including volume and surface area of solids of revolution; introduction to mathematical modeling using differential equations; Euler's method; separation of variables; slope fields;

introduction to infinite series. (4.5 lecture hours)

SUNY GEN ED-GMAT; NCC GEN ED-MATH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

**MAT 131 - Probability with Statistical Inference**

**Prerequisites:** At least a C in MAT 123 (Calculus II). Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Probability as a mathematical system: sample spaces, probability axioms, simple theorems. Permutations, combinations, Bayes theorem. Random variables; discrete and continuous probability and distribution functions: binomial, hypergeometric, Poisson, and normal distributions. Methods of estimation and hypothesis testing.

SUNY GEN ED-n/a; SUNY GEN ED-MATH

Offered: Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**MAT 200 - Foundations of Advanced Mathematics**

**Prerequisites:** At least a C in MAT 123. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** This course introduces students to concepts requisite for advanced mathematical study. The main emphasis is on the development of sound mathematical reasoning and construction of solid mathematical proofs. Mathematical ideas and concepts from the foundations of the number system, set theory, logic, algebra, calculus, number theory and other advanced fields are selected as illustrations. Students are challenged to develop their own conceptual understanding of mathematical proofs, and to defend their mathematical reasoning.

SUNY GEN ED-n/a; NCC GEN ED-MATH

Offered: Fall

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

**MAT 225 - Multivariable Calculus**

**Prerequisites:** At least a C in MAT 123. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Curves and surfaces in three dimensional space, partial derivatives, gradient, constrained

and unconstrained optimization, vector fields, parametric curves and surfaces. Integration topics include multiple integrals, volume, area, mass, line and surface integrals, flux, divergence. (4.5 lecture hours)  
SUNY GEN ED-n/a; NCC GEN ED-MATH  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 226 - Elementary Linear Algebra**

**Prerequisites:** At least a C in MAT 225. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. This course is an introduction to Elementary Linear Algebra. Topics to be covered include systems of linear equations, determinants, matrix algebra, vector algebra, vector spaces, linear transformations, eigenspaces, inner products, spectral theory, and linear differential equations.

SUNY GEN ED-n/a; NCC GEN ED-MATH  
Offered: Spring, Summer

**Credit Hours:** 4

**Department:** Math/Computer Science/Info Tec

### **MAT 234 - Elementary Differential Equations**

**Prerequisites:** At least a C in MAT 225. Students must have satisfied all MAT, ENG001 and RDG 001 remediation requirements prior to starting the course.

**Description:** \*See calculator note in catalog. Analysis and methods of solving first-order equations, including numerical methods; higher order equations including the Laplace transform method, the Taylor series solution, and boundary value problems; linear systems of equations; applications to physical, engineering and life sciences.

SUNY GEN ED-n/a; NCC GEN ED-MATH  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 235 - Algebraic Structures**

**Prerequisites:** MAT 225. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Groups, rings, integral domains, and fields with applications to the integers, rationals, and the real and complex number systems.

SUNY GEN ED-n/a; NCC GEN ED-MATH  
Offered: On Occasion

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

### **MAT 241 - Discrete Mathematical Structures**

**Prerequisites:** MAT 122. Students must have satisfied all MAT, ENG 001 and RDG 001 remediation requirements prior to starting the course.

**Description:** Basic concepts of discrete mathematics: logic and set theory, proof techniques, relations, functions, combinations, recurrence relations, introduction to analysis of algorithms, and graph theory. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-MATH  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

## **Multi-Disciplinary Courses**

### **MDC**

#### **MDC 101 - The Making of the Modern Mind I**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course explores the foundations of 20th-century Western Modernism, powerful ideas that transformed human attitudes and brought revolutionary changes that still shape contemporary thought today. Topics include views of evolution, human nature, social conflict, and laws of the universe. The ideas of Darwin, Marx, Freud, Einstein and others are studied. (General Elective credit.)

SUNY GEN ED-GHUM, GWEH; NCC GEN ED-WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### **MDC 102 - The Making of the Modern Mind II**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course examines how modern ideas contributed to global awareness and provided insight into psychology and human nature. Study the works of modern artists, writers, musicians and filmmakers; understand the roots of feminism, existentialism, science fiction, and the power of mass media. (MDC 101 useful but not a prerequisite. Earns Humanities credit.)

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

### **MDC 110 - Studies in World Culture**

**Description:** This course explores the diversity of human experience through case studies of Asian, Latin American, and Islamic cultures. A close look at the heritage of art, literature and religion in Egypt, Mexico and Japan illuminates issues that shape national identity and the position of these cultures in the world today. (General Elective credit.)

SUNY GEN ED-GOWC; NCC GEN ED-GLNW

Offered: Fall, Spring

**Credit Hours:** 3

### **MDC 120 - Issues in Science Technology and Society**

**Description:** This course introduces the student to the interrelationship of science, technology, and society through the study of selected issues, such as biodiversity, genetic engineering, and communications. The course examines how modern technology affects society and the environment, and also how social institutions shape the development and use of new science and technology. (General Elective credit.)

SUNY GEN ED-GHUM; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

### **MDC 130 - Major Ideas in the Post-Modern World**

**Prerequisites:** Completion of ENG 001 and RDG 001

**Description:** This course follows the making of the modern mind into the 21st century, exploring post-modern thought in Western and non-Western societies. It examines the effects of diversity in the post-colonial and post-Cold War world, the effects on language and personal communication, the media, the arts, science and disease, medical ethics, and implications for future life on the planet. (MDC 101 and MDC 102 are helpful but not prerequisites. Earns Humanities credit.)

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

## **Multi-Disciplinary Science Courses**

### **MDS**

**MDS 101 - Connecting the Sciences - A Macroscopic Approach**

**Description:** This course introduces basic concepts of biology, chemistry, physics, and geology in order to examine the evolution of life in the context of the evolution of the earth and the evolution of the universe. It develops an understanding of fundamental forces, conservation of energy, heat and temperature, light, stellar evolution, solar energy and photosynthesis, evolution of the earth and its atmosphere, and evolution of life. The many topics investigated include the existence of black holes, current theories of plate tectonics, and extinction of the dinosaurs. The course emphasizes hands-on laboratory investigations. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

**MDS 102 - Connecting the Sciences - A Microscopic Approach**

**Description:** Note that MDS 101 is not a prerequisite for this course. This course integrates the study of the physical and life sciences in order to understand the organization of atoms into living and non-living structures-to explore the threshold between the animate and inanimate. The goal is to examine the physics chemistry and biology of a living cell and contrast these cells with inanimate crystals. Students will gain an understanding of atomic and molecular interactions, organic and inorganic molecules, crystals and crystal growth, cellular structure, nucleic acids, and genetic engineering. The course emphasizes hands-on laboratory investigations. (3 lecture, 3 laboratory hours) Laboratory fee applies.)

SUNY GEN ED-GLAB; NCC GEN ED-LSCI

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

# Marketing

**MKT****MKT 100 - Introduction to Marketing**

**Description:** Principles and methods employed in all phases of the distribution of goods and services from the producer to consumer. Emphasis on marketing activities includes product planning, consumer behavior, advertising, and marketing research. An overview of the dynamics of marketing which acquaints the student with the general philosophies of the business world.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Winter, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 101 - Business Mathematics**

**Description:** May not be used for Mathematics requirement. The course encompasses the application of basic, standard and fundamental principles of mathematics to practical business situations. Typical problems and applications are drawn from business situations and practices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 103 - Principles of Sales**

**Description:** Techniques involved in retail, wholesale, and industrial level sales situations; personal requirements needed for success in the sales field; discussion of resume writing and job interview techniques; customer prospecting, product knowledge, handling objections, and closing strategies. Instructor and students evaluate actual sales presentations.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 105 - Sports Marketing**

**Description:** This course will give the student a practical and wide ranging understanding of marketing principles as applied to today's rapidly growing field of sports marketing. An historical perspective of the industry will provide the necessary framework to gain insight into the present and future sports marketing environment. Topics include how colleges, individual athletes, pro and amateur teams, sports facilities, the Olympics and companies who manufacture sporting goods and related products successfully reach their target markets.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 106 - Principles of Advertising**

**Description:** An introductory course covering history, functions, principles, and applications of advertising. Topics include copywriting, selection of media, budgeting, print and broadcast production, and the role of the advertising agency and research. Students will develop an advertising campaign.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 108 - Direct Response Marketing**

**Description:** An introduction to the specialized field of direct response marketing. Topics include mail order entrepreneurship, product conception, marketing plans, use of mailing lists, media strategy, catalog development, creation of copy and graphics, case analysis and term project. Guest speakers from industry and/or field trips are scheduled. SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 112 - Small Business Marketing**

**Description:** The success of the small business marketer is challenged by large multinational corporations. This course explores how to meet these challenges and overcome the obstacles presented in the current marketing environment. Particular emphasis is placed on the development of guerilla marketing techniques that small business enterprises can employ. Topics include: building a powerful marketing plan, using e-commerce, building a competitive advantage, recognizing cultural diversity, integrating marketing and pricing strategies, choosing the right location and layout, and using small business marketing plans for globalization.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 130 - Marketing Research**

**Prerequisites:** MKT 100.

**Description:** Techniques of marketing research and other applications to practical marketing problems; information gathering methods, questionnaire formulation, sampling, and report writing. Includes an actual research study, which will be conducted by students.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Marketing & Retailing

**MKT 134 - Sales Management**

**Prerequisites:** MKT 103.

**Description:** Students investigate the dynamics of managing the selling function. Case analysis and role playing exercises are utilized to develop better understanding of the importance of planning, organizing, directing, and controlling the sales department.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 136 - Marketing Management**

**Prerequisites:** MKT 100.

**Description:** Management and coordination of marketing functions, with special attention to product planning and development, pricing, communications, physical distribution, and channels of distribution. Students participate in a computerized competitive marketing strategy simulation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 138 - Public Relations**

**Description:** Essentials of public relations practice as related to business problems. Organization of public relations work, analysis of major sectors of the public and application of latest public relations techniques.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 142 - Field Training**

**Prerequisites:** Permission of Department Course Coordinator.

**Description:** Students work for appropriate business firms, institutions and/or agencies to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 145 - Consumer Motivation and Buyer Behavior**

**Description:** This course is an overview of the processes and procedures of consumer research, segmentation of the American market according to demographic and psychological data. A description of the consumer movement and its impact on the marketing of goods and services to the American consumer will be covered.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 155 - Introduction to International Marketing**

**Prerequisites:** MKT 100.

**Description:** This course will introduce the student to the fundamentals of International/Multinational Marketing. The course of study includes: The International Environment,

International Marketing Activities, Global Marketing Management. It covers the channels of international distribution and the financial and logistical aspects of International Marketing.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 160 - Customer Service**

**Description:** This survey course will prepare the student for advanced study in the area of customer service. An extensive vocabulary of customer service terms will be developed and students will understand the basics of customer service, credit, collection, authorization services and fraud control.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 170 - Procedures and Salesmanship for Kitchen and Bath Designers**

**Prerequisites:** INT 101, INT 104, INT 105, INT 115, ENS 101.

**Description:** Must be enrolled in the Kitchen and Bath Certificate Program. Completion of this course allows Kitchen and Bath Design students to demonstrate ethical knowledge of business practices including the NKBA Standards of Conduct in conjunction with common business contracts to be inclusive of NKBA business tools and forms. Students will develop an understanding of management policies including profit margin, business plans, human resource practices, marketing and advertising. Students will also learn the key presenting and selling techniques required of successful designers and business professionals.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Please Contact Department

**Credit Hours:** 3

*Department: Marketing & Retailing*

### **MKT 600 - Cooperative Partnership with Industry**

**Prerequisites:** Students required to take ENG 001, RDG 001, RDG 002, MAT 001, MAT 002 or MAT 003 must successfully satisfy all remedial requirements prior to taking this course. In addition, students must have completed a minimum of 12 credits and be in good academic standing. Permission of the instructor.

**Description:** The course provides supervised, practical, paid, full-time experience at institutions that offer students opportunities

to which they apply concepts learned in the classroom. Written reports demonstrating understanding of theories and their applications are an integral part of the curriculum. Travel and living expenses may be incurred contingent upon placement.

SUNY GEN ED-n/a; NC GEN ED-n/a

Offered: Please Contact Department

**Credit Hours:** 6

*Department: Marketing & Retailing*

## **Mortuary Science**

### **MSC**

#### **MSC 111 - Funeral Orientation**

**Description:** The survey and study of funeral practices from the year 4000 B.C. in Egypt to the present in America.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

*Department: Mortuary Science*

#### **MSC 112 - Public Health and Sanitation**

**Description:** A survey of Public Health problems, organisms causing infectious diseases, agencies, etc.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall

**Credit Hours:** 3

*Department: Mortuary Science*

#### **MSC 124 - Anatomy for Embalmers I**

**Description:** The first of two semesters covering human anatomy and physiology. Discussions of cells, tissues, organs, organ systems, the integument and detailed examination of the skeletal system. The heart, lymph and blood vascular systems are introduced. (2 lecture hours, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours:** 3

*Department: Mortuary Science*

#### **MSC 127 - Funeral Home Management**

**Description:** A detailed study of management techniques and procedures used in the operation of a funeral home. This study will include an examination of broad-based goals and objectives required of a successful Funeral Home Manager. This course will then take a specific look at concepts and procedures designed to maximize the profitability of the funeral home operation. Topics such as employee relations, professional associates and client family relationships will be examined. The procedures related to management of disaster planning and multiple funeral industry

cooperative procedures will be investigated as they pertain to recent industry innovations.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 234 - Mortuary Law and Ethics

**Description:** A study of mortuary jurisprudence and business law. Application to professional and business aspects of funeral home operation.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 235 - Anatomy for Embalmers II

**Prerequisites:** MSC 124.

**Description:** Detailed continuation of angiology, splanchnology-digestive, excretory and respiratory systems, including selected regions of the muscular system. The nervous, endocrine and reproductive systems are discussed. (2 lecture hours, 2 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 236 - Embalming Theory I

**Prerequisites:** MSC 124.

**Description:** Lectures dealing with the basic principles and techniques of the embalming process.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 237 - Embalming Laboratory I

**Prerequisites:** MSC 112, MSC 124 and MSC 236.

**Corequisites:** MSC 236.

**Description:** Clinical experience in embalming processes taught at Bellevue Hospital in New York City. (4 laboratory hours) Approximate cost of supplies: \$95. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 1.5

**Department:** Mortuary Science

### MSC 238 - Pathology

**Prerequisites:** MSC 124.

**Description:** Discussion of pathological changes as related to disease process and the effects of physical as well as chemical trauma

on the human body. Post-mortem visual materials are used to illustrate these processes.

(2 lecture hours, 2 laboratory hours)  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 241 - Restorative Art

**Prerequisites:** MSC 124.

**Description:** The practical application of modeling technique and cosmetology to restore facial features damaged by trauma and disease. (2 lecture hours, 2 laboratory hours) Approximate cost of supplies: \$25. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Mortuary Science

### MSC 245 - Funeral Directing with Practicum

**Prerequisites:** MSC 237.

**Description:** A detailed study of management techniques and procedures used in the operation of a funeral home. A supervised practicum assignment at cooperating funeral homes is included. (3 lecture hours, 6 laboratory hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 5

**Department:** Mortuary Science

### MSC 247 - Embalming Theory II

**Prerequisites:** MSC 236.

**Description:** Lectures continuing with the principles, techniques, and practices of the embalming process.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 2

**Department:** Mortuary Science

### MSC 248 - Embalming Laboratory II

**Prerequisites:** MSC 236.

**Corequisites:** MSC 247.

**Description:** Clinical experience continues in practical embalming processes taught at Bellevue Hospital in New York City. (4 laboratory hours) Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 1.5

**Department:** Mortuary Science

### MSC 249 - Funeral Counseling and Psychology

**Prerequisites:** PSY 203.

**Description:** An introductory study of behavioral emotions and needs of an individual that has recently experienced a death in the family or of a close friend. Counseling techniques and recommendations are introduced and discussed through the use of study groups and role playing. Practical situations are portrayed and analyzed. Selected current readings are discussed.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 3

**Department:** Mortuary Science

## Music

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### MUS

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#### MUS 000 - Applied Music Master Class

**Description:** A weekly performance class. Specifics of solo and ensemble performance practice are discussed. Studio performances by students, faculty and visiting artists and ensemble experiences (if appropriate) are given. (1 hour).

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Music

#### MUS 037 - Preparatory Sight-Singing

**Description:** Required course for students who wish to major in music but do not meet the Department's requirements. Pitch matching, sight-singing of simple diatonic melodies, concentrated work on rhythm, beginning melodic and rhythmic dictation.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Music

#### MUS 041 - Preparatory Voice I

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### MUS 042 - Preparatory Voice II

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### MUS 043 - Preparatory Piano I

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

*Department: Music*

**MUS 044 - Preparatory Piano II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 045 - Preparatory Flute I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 046 - Preparatory Flute II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 047 - Preparatory Oboe I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 048 - Preparatory Oboe II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 049 - Preparatory Clarinet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 050 - Preparatory Clarinet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 051 - Preparatory Bassoon I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 052 - Preparatory Bassoon II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 053 - Preparatory Saxophone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 054 - Preparatory Saxophone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 055 - Preparatory French Horn I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 056 - Preparatory French Horn II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 057 - Preparatory Trumpet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 058 - Preparatory Trumpet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 059 - Preparatory Trombone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 060 - Preparatory Trombone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 061 - Preparatory Baritone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 062 - Preparatory Baritone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 063 - Preparatory Tuba I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 064 - Preparatory Tuba II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 065 - Preparatory Percussion I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 066 - Preparatory Percussion II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 067 - Preparatory Violin I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 068 - Preparatory Violin II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 069 - Preparatory Viola I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 070 - Preparatory Viola II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 071 - Preparatory Violoncello I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 072 - Preparatory Violoncello II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 073 - Preparatory String Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 074 - Preparatory String Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 075 - Preparatory Classical Guitar I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 076 - Preparatory Classical Guitar II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 077 - Preparatory Organ I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 078 - Preparatory Organ II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 079 - Preparatory Harp I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 080 - Preparatory Harp II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 081 - Preparatory Electric Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 082 - Preparatory Electric Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 100 - Listening to Music**

**Description:** Basic concepts and development of listening perception. Compositions to be discussed include vocal and instrumental works of the 18th, 19th and 20th centuries selected to show the development of Western musical art. A requirement for the course is that students must attend concerts, one of which must be at a major concert hall in the metropolitan area, during the semester. This course cannot be applied to a degree in music. SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### **MUS 101 - Rudiments of Music**

**Description:** Notation, clefs, key signatures, major and minor scales, meter signatures, intervals. The course cannot be applied to a

music degree. Required course for students who wish to major in music but do not meet the Department's entrance requirements. A grade of B or higher is required of prospective music majors.

SUNY GND-GART; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### **MUS 102 - Beginning Piano**

**Description:** A course designed for beginners only. Classes have a maximum of 12 students using electronic pianos. Areas covered include piano technique, music reading, playing by ear, improvisation and harmonization. Owning a piano is desirable but not essential, since the Music Department offers practice facilities. (Students may be required to trim fingernails.)

Students are required to provide headphones. SUNY GEN ED-GART; NCC GEN ED-

HUM, FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### **MUS 103 - Beginning Guitar**

**Description:** A course designed for beginners only. Classes have a maximum of 15 students. Obtaining an acoustic instrument is the student's responsibility, since the College does not provide guitars for student use. Areas covered include guitar technique, developing concepts of melody, harmony and rhythm particularly in providing accompaniments for folk singing. (Students may be required to trim fingernails.)

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### **MUS 104 - Introduction to Music Literature**

**Prerequisites:** Successful completion of music placement examination.

**Description:** An exploration into the expressive, formal and aesthetic qualities of music. A survey of the development of musical style through the study of representative works from each historical period.

SUNY GEN ED-GART, GHUM, GWEH; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### **MUS 105 - Opera Appreciation**

**Description:** Introduction to opera as an art form through the study of its musical, dramatic

and stylistic development from 1600 to the present. Attendance at an opera performance required. Open to all students.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 106 - The Symphony

**Description:** Introduction to the symphony as an art form through the study of its musical and stylistic development from the 18th century to the present. Attendance at a symphony orchestra concert is required. Open to all students.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 107 - Contemporary Music

**Description:** Introduction to 20th-century concert music. Important works will be studied and emphasis placed on the relationship between contemporary music and other aspects of the contemporary world. Concert attendance may be required. Open to all students.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, GLNW, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 108 - Folk Music

**Description:** Folk music in Western culture. Consideration will be given to the function of folk music as illustrated through specific examples, with attention to research methodology used in the field of folk music. Open to all students.

SUNY GEN ED-n/a; NCC GEN ED-HUM, PLDI, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 109 - Orchestra I

**Description:** This is the first course in the MUS 109-MUS 110 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 110 - Orchestra II

**Description:** This is the second course in the MUS 109-MUS 110 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 111 - Freshman Chorus I

**Description:** This is the first course in the MUS 111-MUS 112 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 112 - Freshman Chorus II

**Description:** This is the second course in the MUS 111-MUS 112 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 113 - Band I

**Description:** This is the first course in the MUS 113-MUS 114 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 114 - Band II

**Description:** This is the second course in the MUS 113-MUS 114 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 115 - Jazz Ensemble I

**Description:** This is the first course in the MUS 115-MUS 116 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 116 - Jazz Ensemble II

**Description:** This is the second course in the MUS 115-MUS 116 sequence. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 117 - Elements of Music I

**Prerequisites:** MUS 101 - B or successful completion of Music Department placement.

**Corequisites:** MUS 127

**Description:** This is the first course in the MUS 117-MUS 118 sequence. Introduction to diatonic harmony and the concept of 4-part voice-leading using primary triads and inversions; non-harmonic tones.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### MUS 118 - Elements of Music II

**Prerequisites:** MUS 117 - Minimum grade of C or successful completion of advanced theory placement examination.

**Corequisites:** MUS 128.

**Description:** This is the second course in the MUS 117-MUS 118 sequence. Continuation of diatonic harmony and voice-leading; inclusion of secondary triads and inversions, sequential harmonic patterns. Greater emphasis on melodic-contrapuntal development.

Examination of basic principles of musical organization through analysis.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### MUS 123 - Chamber Music I

**Description:** This is the first course in the MUS 123-MUS 124 sequence. Rehearsal and performance of music for small instrument ensembles (duos, trios, quartets, etc.) Open to all students by audition. Contact Music Department. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 124 - Chamber Music II

**Description:** This is the second course in the MUS 123-MUS 124 sequence. Rehearsal and performance of music for small instrument ensembles (duos, trios, quartets, etc.) Open

to all students by audition. Contact Music Department. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 125 - Vocal Ensemble I

**Description:** This is the first course in the MUS 125-MUS 126 sequence. Open to all students by audition. Permission of instructor required. (3 hours)

AUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 126 - Vocal Ensemble II

**Description:** This is the second course in the MUS 125-MUS 126 sequence. Open to all students by audition. Permission of instructor required. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 127 - Keyboard Harmony I

**Corequisites:** MUS 117.

**Description:** This is the first course in the MUS 127-MUS 126 sequence. Parallels MUS 117 with emphasis on keyboard and sight-singing skills.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### MUS 128 - Keyboard Harmony II

**Prerequisites:** Completion of MUS 127. Minimum grade of C is required.

**Corequisites:** MUS 118.

**Description:** This is the second course in the MUS 127-MUS 128 sequence. Parallels MUS 118 with emphasis on keyboard skills.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### MUS 129 - African American Ensemble I

**Description:** (Dual listed with AFR 150)  
This is the first course in the MUS 129-MUS 130 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 130 - African American Choral Ensemble II

**Description:** (Dual listed with AFR 151)  
This is the second course in the MUS 129-MUS 130 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### MUS 132 - Music for Early Childhood Education

**Prerequisites:** Teacher Education Transfer Program students or permission of Chairperson.

**Description:** Previous music background unnecessary. Pitch notation, rhythmic and singing activities. Practical instruction on such instruments as autoharp, guitar, recorder, piano, melodic and rhythm instruments. Course cannot be applied to a degree in music. (3 hours)

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 133 - Intermediate Piano

**Prerequisites:** MUS 102 or permission of instructor.

**Description:** Course designed for the intermediate piano student. Continuation of MUS 102 with more advanced study of piano technique, selected repertoire, sight-reading, playing by ear, harmonization and improvisation. Owning a piano is desirable but not essential since the Music Department offers practice facilities.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 134 - Intermediate Folk Guitar

**Prerequisites:** MUS 103 or permission of instructor.

**Description:** Guitar technique, transposition, finger picking, accompaniment styles.

Obtaining an acoustic instrument is the student's responsibility.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 135 - Rock Music: Mirror of Change

**Description:** A study of cultural changes in American and English postwar society as expressed in the development of rock music. Concert attendance required.

SUNY GEN ED-GHUM, GART; NCC GEN ED-PLDI, HUM, WESH

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Music

### MUS 136 - Beginning Voice Class

**Description:** Basics of voice technique, song preparation, repertoire and stage deportment. Areas to be covered include breathing, vocal support and placement, diction, rudiments of note reading, memorization techniques, and aspects of style and stage presence. Open to all students.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

### MUS 137 - Sight-Singing I

**Prerequisites:** MUS 037 or successful completion of Music Department placement examination.

**Description:** Sight-singing and dictation skills I. The singing at sight of simple diatonic melodies with correct pitch, rhythm and solfege syllables; simple melodic, rhythmic and harmonic dictation.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### MUS 138 - Sight-Singing II

**Prerequisites:** MUS 137. Minimum grade of C required. Sight singing and dictation skills II.

**Description:** Continuation of MUS 137. Sight-singing of diatonic melodies with introduction of chromatic tones; dictation including 2-part counterpoint and simple chorale-style diatonic progressions.

SUNY GEN ED-GART; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

*Department: Music*

**MUS 141 - Voice I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 142 - Voice II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 143 - Piano I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 144 - Piano II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 145 - Flute I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 146 - Flute II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 147 - Oboe I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 148 - Oboe II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 149 - Clarinet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 150 - Clarinet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 151 - Bassoon I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 152 - Bassoon II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 153 - Saxophone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 154 - Saxophone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 155 - French Horn I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 156 - French Horn II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 157 - Trumpet I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 158 - Trumpet II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 159 - Trombone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 160 - Trombone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 161 - Baritone I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 162 - Baritone II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 163 - Tuba I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 164 - Tuba II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 165 - Percussion I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

*Credit Hours: 2*

*Department: Music*

**MUS 166 - Percussion II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 167 - Violin I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 168 - Violin II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 169 - Viola I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 170 - Viola II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 171 - Violoncello I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 172 - Violoncello II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 173 - String Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 174 - String Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 175 - Classical Guitar I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 176 - Classical Guitar II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 177 - Organ I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 178 - Organ II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 179 - Harp I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 180 - Harp II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 181 - Electric Bass I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 182 - Electric Bass II**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 183 - Percussion Ensemble I**

**Description:** This is the first course in the MUS 183-MUS 184 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 184 - Percussion Ensemble II**

**Description:** This is the second course in the MUS 183-MUS 184 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 185 - Guitar Ensemble I**

**Description:** This is the first course in the MUS 185-MUS 186 sequence. Rehearsal and performance of duos, trios and larger ensemble works for multiple guitars. Limited to classical guitar students in music degree program. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 186 - Guitar Ensemble II**

**Description:** This is the second course in the MUS 185-MUS 186 sequence. Rehearsal and performance of duos, trios and larger ensemble works for multiple guitars. Limited to classical guitar students in music degree program. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 187 - Jazz Improvisation Ensemble I**

**Description:** This is the first course in the MUS 187-MUS 188 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. Open to all students. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 188 - Jazz Improvisation Ensemble II**

**Description:** This is the second course in the MUS 187-MUS 188 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. Open to all students. (3 hours)  
SNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 189 - Opera Workshop I**

**Prerequisites:** MUS 141 or permission of instructor.

**Description:** This is the first course in the MUS 189-MUS 190 sequence. Audition required. Rehearsal and performance of scenes (arias, duets and larger ensemble pieces) from operas, operettas and other works for the musical stage.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 190 - Opera Workshop II**

**Prerequisites:** MUS 141 or permission of instructor.

**Description:** This is the second course in the MUS 189-MUS 190 sequence. Audition required. Rehearsal and performance of scenes (arias, duets and larger ensemble pieces) from operas, operettas and other works for the musical stage.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 201 - History of Western Music I**

**Prerequisites:** ENG 101, MUS 104 (C) or better or permission of Chairperson.

**Description:** An in-depth history of Western art music from its Greco-Roman origins through the Renaissance. Study of important musical genres and changes in musical style. Analysis of representative works of the Middle Ages and Renaissance. Study of the development of music notation and musical instruments. SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 203 - Song Writing**

**Description:** Student acquires enough skills to write 32-bar song with text.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 204 - History of Western Music II**

**Prerequisites:** ENG 101, MUS 104 (C) or permission of Chairperson.

**Description:** An in-depth history of Western art music from the Baroque period through the Classical era. Study of important musical genres and changes in musical style. Analysis of representative works by major 17th- and 18th-century composers.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 205 - African American Music**

**Description:** (Dual listed with AFR 155)

In addition to an evaluation study of the basic musical materials of Black music and its effects on other music forms, an historical/philosophical/ political analysis and survey will be included.

SUNY GEN ED-GART, GHUM; NCC GEN ED-HUM, WESH, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 206 - Modern Arranging**

**Description:** Prerequisite or Co-requisite: MUS 217.

Investigates the various arranging techniques and styles used in modern jazz writing. Included are the study of ranges, scores, harmony, voicings, textures, forms, jazz orchestration and idiomatic writing.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 207 - Perspective on Jazz**

**Description:** (Dual listed with AFR 152)

This course is designed to explore the inception and evolution of jazz, its styles and influence on other musical types. Directed listening activities required.

SUNY GEN ED-GART, GHUM; NCC GEN ED-PLDI, HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 208 - History of Western Music III**

**Prerequisites:** ENG 101, MUS 104 (C) or permission of Chairperson.

**Description:** An in-depth history of Western art music from the Romantic period through the contemporary era. Study of important musical genres and changes in musical style. Analysis of representative works by major 19th- through 21st-century composers.

SUNY GEN ED-GHUM, GART; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Music

**MUS 209 - Orchestra III**

**Prerequisites:** MUS 110 (3 hours).

**Description:** This is the first course in the MUS 209-MUS 210 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 210 - Orchestra IV**

**Prerequisites:** MUS 110. (3 hours)

**Description:** This is the second course in the MUS 209-MUS 210 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 211 - Chorus III**

**Prerequisites:** MUS 112.

**Description:** This is the first course in the MUS 211-MUS 212 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 212 - Chorus IV**

**Prerequisites:** MUS 112.

**Description:** This is the second course in the MUS 211-MUS 212 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

**MUS 213 - Band III**

**Prerequisites:** MUS 114. (3 hours)

**Description:** This is the first course in the MUS 213-MUS 214 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 214 - Band IV**

**Prerequisites:** MUS 114. (3 hours)

**Description:** This is the second course in the MUS 213-MUS 214 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 215 - Jazz Ensemble III**

**Prerequisites:** MUS 116.

**Description:** This is the first course in the MUS 215-MUS 216 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 216 - Jazz Ensemble IV**

**Prerequisites:** MUS 227.

**Corequisites:** MUS 218.

**Description:** This is the second course in the MUS 215-MUS 216 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 217 - Elements of Music III**

**Prerequisites:** MUS 118. Minimum grade of C required.

**Corequisites:** MUS 227.

**Description:** Analysis of Bach 371 Chorale harmonizations with writing and musical dictation; voice leading, secondary seventh chords, secondary dominants and modulations to closely related keys. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 218 - Elements of Music IV**

**Prerequisites:** MUS 217. Minimum grade of C required.

**Corequisites:** MUS 228.

**Description:** Chromatic harmony: analysis of 19th-century harmonic style correlated with writing and musical dictation. Voice-

leading, expanded tonality, and chromatic and enharmonic modulation. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 223 - Chamber Music III**

**Prerequisites:** MUS 124.

**Description:** This is the first course in the MUS 223-MUS 224 sequence. Rehearsal and performance of music for small instrumental ensembles (duos, trios, quartets, etc.). (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 224 - Chamber of Music IV**

**Prerequisites:** MUS 124.

**Description:** This is the second course in the MUS 223-MUS 224 sequence. Rehearsal and performance of music for small instrumental ensembles (duos, trios, quartets, etc.). (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 225 - Vocal Ensemble III**

**Prerequisites:** MUS 126.

**Description:** This is the first course in the MUS 225-MUS 226 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 226 - Vocal Ensemble IV**

**Prerequisites:** MUS 126.

**Description:** This is the second course in the MUS 225-MUS 226 sequence.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 227 - Keyboard Harmony III**

**Prerequisites:** MUS 128. Minimum grade of C required.

**Corequisites:** MUS 217.

**Description:** Parallels MUS 217 with emphasis on keyboard skills.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 228 - Keyboard Harmony IV**

**Prerequisites:** MUS 227.

**Corequisites:** MUS 218

**Description:** Parallels MUS 218 with emphasis on keyboard skills.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 229 - African American Choral Ensemble III**

**Description:** (Dual listed with AFR 153)

This is the first course in the MUS 229-MUS 230 sequence. Participation in the production, rehearsal and performance of the African American Choral Ensemble productions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 230 - African American Choral Ensemble IV**

**Description:** (Dual listed with AFR 154)

This is the second course in the MUS 229-MUS 230 sequence. Participation in the production, rehearsal and performance of the African American choral ensemble performances. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

#### **MUS 237 - Sight-Singing III**

**Prerequisites:** MUS 138. Minimum grade of C required.

**Description:** Sight-singing and dictation III. Continuation of MUS 138. More difficult sight-singing, including melodies which modulate to closely related keys. More difficult dictation, including secondary sevenths, secondary dominants and modulations to closely related keys.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

#### **MUS 238 - Sight-Singing IV**

**Prerequisites:** MUS 237. Minimum grade of C required.

**Description:** Sight-singing and dictation IV. Continuation of MUS 237. More difficult sight-singing and dictation including 20th-century idioms; music from a variety of mediums including vocal, instrumental, chamber and orchestral works.  
SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 241 - Voice III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 242 - Voice IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 243 - Piano III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 244 - Piano IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 245 - Flute III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 246 - Flute IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 247 - Oboe III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 248 - Oboe IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 249 - Clarinet III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 250 - Clarinet IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 251 - Bassoon III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 252 - Bassoon IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 253 - Saxophone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 254 - Saxophone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 255 - French Horn III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 256 - French Horn IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 257 - Trumpet III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 258 - Trumpet IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 259 - Trombone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 260 - Trombone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 261 - Baritone III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 262 - Baritone IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 263 - Tuba III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 264 - Tuba IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

**MUS 265 - Percussion III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 266 - Percussion IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 267 - Violin III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 268 - Violin IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 269 - Viola III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 270 - Viola IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 271 - Violoncello III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 272 - Violoncello IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 273 - String Bass III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 274 - String Bass IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 275 - Classical Guitar III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 276 - Classical Guitar IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 277 - Organ III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 278 - Organ IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 279 - Harp III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 280 - Harp IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 281 - Electric Bass III**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 282 - Electric Bass IV**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 2

**Department:** Music

### **MUS 283 - Percussion Ensemble III**

**Prerequisites:** MUS 184.

**Description:** This is the first course in the MUS 283-MUS 284 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 284 - Percussion Ensemble IV**

**Prerequisites:** MUS 184.

**Description:** This is the second course in the MUS 283-MUS 284 sequence. Rehearsal and performance of works for percussion ensemble. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 285 - Guitar Ensemble III**

**Prerequisites:** MUS 186.

**Description:** This is the first course in the MUS 285-MUS 286 sequence. Rehearsal and performance of duos, trios, larger ensemble works for multiple guitars. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 286 - Guitar Ensemble IV**

**Prerequisites:** MUS 186.

**Description:** This is the second course in the MUS 285-MUS 286 sequence. Rehearsal and performance of duos, trios, larger ensemble works for multiple guitars. (3 hours)  
SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 287 - Jazz Improvisation Ensemble III**

**Prerequisites:** MUS 186.

**Description:** This is the first course in the MUS 287-MUS 288 sequence. Rehearsal and performance of works for small jazz ensembles

with an emphasis on improvisatory techniques and skills. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

### **MUS 288 - Jazz Improvisation Ensemble IV**

**Prerequisites:** MUS 188.

**Description:** This is the second course in the MUS 287-MUS 288 sequence. Rehearsal and performance of works for small jazz ensembles with an emphasis on improvisatory techniques and skills. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Music

## **NCC 101**

### **NCC**

#### **NCC 101 - Freshman Seminar: The College Experience**

**Description:** An introduction to the world of higher education. The goal of the course is to give students the skills, insights, and knowledge to make the most of their college experience.

Among the topics covered:

- \* The philosophy, mission, and goals of higher education;
- \* The role of campus resources (labs, library, counseling services, extracurricular activities, etc.) in the educational process;
- \* Listening, note-taking, time management and study skills;
- \* Faculty and student expectations and responsibilities;
- \* Academic disciplines and their relationship to careers; and
- \* The college community as a mirror of cultural diversity.

The course will also help students develop sufficient motivation to pursue their studies as active, responsible learners.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** The College Experience

## **Nutrition**

### **NTR**

#### **NTR 158 - Social and Cultural Aspects of Food**

**Description:** An exploration of the social, cultural and religious aspects of food of different countries and nationalities with emphasis on ethnic groups in the United States. The food habits of various groups, identification of ethnic foods and terminology, international food guide plans and dietary rationales, and the economics of dietary intake will be investigated. Food preparation, taste testing, computer research and a field trip to a multi-ethnic market are included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### **NTR 183 - Dietary Management**

**Description:** This course fulfills the requirements for diet therapy and nutritional planning as designed by the Dietary Managers Association for certification as a Dietary Manager. It includes one hundred and fifty hours of field experience in a clinical/institutional setting. Topics include: concepts of diet therapy, medical terminology, institutional protocol, nutritional planning in a health care setting and the Dietary Manager's role in nutritional assessment and management.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### **NTR 184 - Dietary Management Field Experience**

**Description:** Students work in selected healthcare facilities (hospitals / nursing homes) to gain experience and expertise in the field of dietary management by implementing concepts and practices acquired in the classroom. Students must complete a one hundred and fifty hour internship to be eligible to sit for the Dietary Managers Certification Exam. Coursework includes written and oral assignments and exams.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### **NTR 192 - Principles of Food Science**

**Description:** This course is designed to give students a fundamental understanding of the composition of foods, their nutritional impact and the chemical, physical and biological interactions that occur during production and processing of food products. The impact of ingredient interactions, substitutions, formulation and storage will be evaluated using sensory, physical and scientific methodology to determine quantitative and qualitative attributes.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### **NTR 195 - Nutrition through the Life Cycle**

**Description:** This course stresses the practical application of nutritional concepts from pregnancy and birth through old age. Strategies for handling nutrition related problems, including infant feeding, introduction of solid foods, picky eaters, obesity issues, eating disorders, the use of nutritional supplements, sports nutrition, food guides and standards and label reading are among the subjects investigated.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

#### **NTR 198 - Nutrition for the Healthcare Professional**

**Description:** This course emphasizes general issues in the nutritional care and assessment of patients utilized by healthcare professionals in healthcare facilities. Topics include: Introduction to Nutrients, Digestion, Absorption and Metabolism of Nutrients, Life Cycles, Nutritional Assessment of Patients, Introduction to Diet Therapy and Nutrition Support Practices.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Hotel & Restaurant Tech

## **Nursing**

### **NUR**

#### **NUR 100 - Introduction to Associate Degree Nursing**

**Description:** This course is designed to acquaint the student who enters the nursing program at an advanced level with the philosophy and conceptual framework of Associate degree nursing. It will also introduce the role of the professional nurse and the problem-solving process as it relates to formulating a nursing diagnosis. Open to advanced standing and articulation students or by permission of the Chairperson. This course is part of the required Nursing curriculum for students receiving advanced standing in the required nursing courses.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Summer, Winterim

**Credit Hours:** 1

**Department:** Nursing

**NUR 101 - Fundamental of Nursing**

**Corequisites:** AHS 131 and ENG 101 or PSY 203 or MAT 102.

**Description:** This introductory course is planned to provide students with content fundamental to nursing practice and to nursing as a profession. It is designed to lay the foundation for all subsequent courses. The commonalities of nursing care are emphasized. The nursing process and the core competencies, as critical thinking tools, are utilized to provide direct patient care. The student is introduced to the concept of Evidence-based practice and educational and practical technologies used in health care settings. Experiences are provided in both on-campus laboratory, clinical settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13.5 Clinical hours/week - 7.5 hours hospital based, 5.5 hours laboratory based, .5 hours Clinical Service Learning. Credit Hours: 8.5 -4 credits lecture; 4.5 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 8.5

**Department:** Nursing

**NUR 105 - Introduction to Medical Surgical Nursing**

**Prerequisites:** NUR 101 or equivalent, and its co-requisites

**Corequisites:** AHS 132 and ENG 101 or MAT 102 or PSY 203

**Description:** This course is designed to further develop the student's skill in utilizing the nursing process and core competencies as critical thinking tools for identifying health problems and providing comprehensive patient care in the medical-surgical setting. The student continues to develop the concept of Evidence-based practice along with developing the skills necessary to use Educational and Practical technologies found in health care settings. Experiences are planned in on-campus laboratory and in acute, sub-acute care settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13.5 Clinical hours/week - 8.5 hours hospital based, 4.5 hours laboratory based, .5 hours Clinical Service Learning. Credit Hours: 8.5 -4 credits lecture; 4.5 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 8.5

**Department:** Nursing

**NUR 203 - Comprehensive Nursing Care I**

**Prerequisites:** NUR 105 or the equivalent; co-requisites for NUR 101 and NUR 105.

**Corequisites:** AHS 202, PSY 216 or SOC 201 and a Humanities elective.

**Description:** This course is concerned with the student's continued growth of knowledge in identifying health problems across the life span. Use of the nursing process and core competencies as critical thinking tools is applied to more complex patient situations. The student will integrate theory and skills learned in previous semesters to provide nursing care to pediatric an psychiatric populations. Psycho-sociocultural theory related to the family and community as well as group processes are explored. Evidence-based practice is emphasized in planning nursing care for individuals and groups of patients. Educational and practical technological skills are enhanced in the on-campus laboratory and in the clinical agencies. Experiences are provided in the on-campus laboratory and a variety of pediatric, psychiatric, and medical and surgical care, community settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13.5 Clinical hours/week - 8.5 hours hospital based, 4.5 hours laboratory based, .5 hours Clinical Service Learning. Credit Hours: 8.5 - 4 credits lecture; 4.5 clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 8.5

**Department:** Nursing

**NUR 204 - Comprehensive Nursing Care II**

**Prerequisites:** NUR 203 and the co-requisites for NUR 101, NUR 105 and NUR 203.

**Corequisites:** ENG 102 and a Humanities Elective.

**Description:** This course provides the student with theory related to patient responses to complex health problems throughout the life span. Opportunity is provided for increasing skill in establishing nursing priorities and in utilizing the nursing process and the core competencies as critical thinking tools to provide nursing care for groups of patients. There are increased opportunities for patient teaching, discharge planning, and working collaboratively as a member of the interdisciplinary health care team. Current trends and issues in nursing practice and education are examined and the need for academic progression is emphasized. Experiences are provided in medicine, surgery, obstetrics in a variety of clinical settings and Service Learning Activities. This course will consist of 4 hours of Lecture, 13.5 Clinical hours/week - 8.5 hours hospital based, 4.5

hours laboratory based, .5 hours Clinical Service Learning. Credit Hours: 8.5 - 4 credits lecture; 4.5 credits clinical. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 8.5

**Department:** Nursing

## Office Technology

### OFT

**OFT 142 - Medical Transcription I**

**Prerequisites:** HIT 151 and OFT 100 or permission of the Chairperson.

**Description:** This course is designed to develop competency in transcribing medical letters. Emphasis is on comprehension of medical terminology, language arts, correct formatting, and proofreading. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

**OFT 207 - Machine Transcription II**

**Prerequisites:** OFT 107 or permission of the Chairperson.

**Description:** This course develops competency in transferring recorded dictation in printed form. This course includes technical skills of transcribing documents while strengthening language, punctuation, spelling, grammar, vocabulary, editing, & proofreading skills. This course also teaches listening & decision-making skills needed to produce a perfect final copy.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Administrative Business Tech

## Physical Education

### PED

**PED 140 - Fundamentals of Swimming (C)**

**Description:** Swimming  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 150 - Soccer (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 151 - Basketball (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 160 - Volleyball (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 161 - Tennis (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 164 - Badminton (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 168 - Lacrosse (M)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 171 - Tennis Skills (W)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 172 - Golf (C)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 178 - Fundamentals of Movement and Rhythm (C) (F)**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 181 - Volleyball**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 187 - Badminton**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Spring

**Credit Hours: 1**

*Department: Health/Physical Ed/Recreation*

**PED 190 - Introduction to Physical Education**

**Description:** Provides a basic overview of the Physical Education profession and its allied fields. A basic introduction to the philosophy, principles and objectives of the profession and its relation to the total educational environment.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours: 3**

*Department: Health/Physical Ed/Recreation*

**PED 291 - Personal Health for Physical Education and Health Majors**

**Description:** Identification and evaluation of sound health principles, personally and professionally. The design of this course provides examination and exploration of health issues for daily living, as well as pedagogical techniques for future health and Physical Education teachers.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Spring

**Credit Hours: 3**

*Department: Health/Physical Ed/Recreation*

**PED 292 - Safety and First Aid**

**Description:** An analysis of problems related to safety and first aid, with special emphasis on their application to Physical Education. A study of the immediate care of injuries and their prevention. The student will be required to participate in practical examination of skills, including a pool session which involves neck and back spinal immobilization. Successful completion of this course will certify the student in the American Red Cross - Responding to Emergencies and Adult CPR.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours: 3**

*Department: Health/Physical Ed/Recreation*

**PED 301 - Physical Conditioning and Weight Training I**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Winterim, Spring, Summer

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 303 - Physical Conditioning and Weight Training II**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Winterim, Spring, Summer

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 306 - Badminton**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Spring

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 312 - Golf I**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 320 - Racquetball**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Spring

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 322 - Tennis I**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 324 - Tennis II**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 334 - Softball**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Spring

**Credit Hours: 0.5**

*Department: Health/Physical Ed/Recreation*

**PED 335 - Volleyball**

**Description:** Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Spring

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 401 - Fitness Activities for Women**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 403 - Weight Training**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 406 - Badminton**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 420 - Racquetball**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 422 - Tennis I**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 424 - Tennis II**

**Prerequisites:** PED 422 or PED 502

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 435 - Volleyball**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 501 - Sailing (\$)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 502 - Tennis I (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 512 - Golf I (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 514 - Golf II (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 519 - Self Defense (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 520 - Racquetball (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 523 - Jogging (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 524 - Tennis II (C)**

**Prerequisites:** PED 502 or PED 322 or PED 422

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 527 - Social Dancing (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 530 - Basic Tap Dance (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 534 - Basic Jazz Dance (C)**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 539 - Bowling I**

**Description:** SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 540 - Bowling II**

**Prerequisites:** PED 539

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 551 - Yoga**

**Description:** Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 0.5

**Department:** Health/Physical Ed/Recreation

**PED 600 - Physical Education Through Athletics**

**Description:** Physical Education principles and objectives through participation in intercollegiate athletic competition. Highly specialized skills in specific activities developed. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 601 - Adopted Physical Education I**

**Description:** For students who have medical limitations. All students registering for this course must have prior approval of College nurse. (3 hours) Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 602 - Adapted Physical Education II**

**Description:** For students who have medical limitations. All students registering for this course must have prior approval of College nurse. (3 hours) Lab fee applies.  
SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 611 - Fundamentals of Dance (Coed)**

**Description:** (Coed)

Studio activity in basic contemporary techniques as they apply to performance and social dance forms for physical activity and self-expression. Emphasis placed upon elements of dance to stimulate interest in dance as participant and spectator. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 621 - Stunts and Tumbling for Theatre**

**Description:** The purpose of this course is to introduce and familiarize students of theater to advance skills in stunts and tumbling, acrobatics and pyramid building. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 622 - Circus Arts**

**Description:** This course is designed to introduce the student to the basic skills of the circus. Physical Education Majors will increase their repertoire of skills in terms of eye-hand coordination, balance and learning skill hierarchy. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 634 - Outdoor Living: Wilderness, Canoeing and Camping**

**Description:** This course is designed to provide students with practical experiences leading to an expanded appreciation of the outdoors. A two-night stay field trip experience and student fees are required. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 636 - Adventure Activities**

**Description:** This course is designed to develop physical, social, emotional and intellectual growth through an adventure-based program. Activities will range from indoor games, initiative problems, trust and confidence activities, to indoor and outdoor

low and high elements on rope courses. Some climbing and rappelling may also be included. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 640 - CPR and Basic Cardiac Life Support**

**Description:** (Dual listed with AHS 100)

This course is designed to teach Cardiopulmonary Resuscitation (CPR) and Basic Life Support to individuals entering the various service professions (Police, Fire), health professions and professions who are activity-oriented (recreation, lifeguards), etc. Basic procedures are covered in full, including techniques of advanced life support. Successful completion of the course meets all requirements for the American Red Cross and Heart Association Certification. It cannot be used to fulfill Physical Education course requirement for graduation.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 657 - Karate I**

**Description:** The purpose of this course is to provide a basic understanding of Aiki-Jujutsu, a classical Japanese martial art. Our main focus of training will be the physical application of this art. Aspects of Aiki-Jujutsu including history, philosophies, and principles will be covered throughout the semester. No prior martial arts experience is necessary as this class is tailored for the beginner student. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 658 - Karate II**

**Prerequisites:** PED 657.

**Description:** This course is designed for students who want to continue their Aikijujutsu training. It focuses on the physical application of techniques, applicable for an intermediate level: the sequential teaching of strikes, blocks, controls and body grabs. This class provides the opportunity to gain a more in-depth view of philosophies, techniques and principles of this martial art. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 665 - Basic Swimming and Rescue Technique I**

**Description:** Swimming and water safety instruction for the beginner and non-swimmer. This course open only to students who cannot swim 20 yards (one pool length). Basic locomotion in water and survival. (4 hours) Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 666 - Basic Swimming and Rescue Technique II**

**Description:** Swimming and water safety instruction on a more advanced level. Emphasis on form and the development of the four basic strokes. (4 hours) Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring, Summer

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 668 - Water Safety Instructor**

**Description:** The purpose of this course is to train instructor candidates to successfully complete and teach American Red Cross Swimming classes - Levels 1 through 8. There will be a pretest for all prospective students, which will enable them to demonstrate their proficiency in water safety and aquatic skills. Upon successful completion of the course, all students will receive teaching Certification in water safety instruction. Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Spring

**Credit Hours:** 1

**Department:** Health/Physical Ed/Recreation

**PED 670 - Lifeguard Training and Pool Management**

**Description:** The objective of this course will be to focus attention on the basic skills and knowledge required by good swimmers to properly assume the responsibilities of lifeguards and managers at swimming pools or at protected (non-surf) open water beaches. All people interested in becoming a lifeguard must possess a lifeguard training Certificate. Upon successful completion of this course the student will receive all necessary certifications for employment as a lifeguard. These Certificates include Lifeguard Training, BLS for the professional rescuer and standard first aid. (Satisfactory completion of this course will provide the student with 1 credit toward the 2 credit Physical Education requirement.) Lab fee applies. SUNY GEN ED-n/a; NCC GEN ED-PED  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Health/Physical Ed/Recreation

# Philosophy

## PHI

### PHI 101 - Introduction to Philosophy

**Description:** Recommended as a fundamental humanities course for all students, a traditional introduction to philosophy with emphasis on analyzing and contrasting the viewpoints of certain major philosophers on the nature of man and ultimate reality; the problem of knowledge; the criteria of moral judgment; and the basic goals of human life. The relevance of the great philosophers to present-day issues is stressed.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Philosophy

### PHI 102 - Contemporary Philosophy

**Description:** PHI 101 is not a prerequisite. This course introduces students to philosophy through contemporary texts. Readings focus on the problem of meaning to explore analytic and continental philosophy. Philosophers studied include Sartre, Wittgenstein, Arendt, Cassirer, Dewey, Russell and others.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 103 - Critical Thinking

**Description:** This course stresses sensitivity to form as it teaches the student to identify and evaluate different types of arguments found in ordinary language. Basic concepts include deduction, induction, soundness, validity, invalidity, formal and informal fallacies, clarifying meaning, assumption identification, and causal inferences.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Philosophy

### PHI 104 - Ancient and Medieval Philosophy

**Description:** An introduction to philosophy from an historical perspective; a systematic survey of the major philosophers from the ancient and medieval world; how they analyzed the great problems of nature, man, and society; how they were influenced by their

culture and what significance they have for us today.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 105 - Renaissance and Modern Philosophy

**Description:** A systematic survey of the major philosophers from the Renaissance to the beginning of the 20th century; how they analyzed the great problems of nature, man, and society; how they were influenced by their culture; and what significance they have for us today.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 106 - Introduction to Ethics

**Description:** This course introduces students to problems in moral philosophy. The class focuses on the theoretical foundations for judgments about right and wrong, good and evil, and justice and injustice. Special attention will be paid to how these theories can help us to address issues such as the death penalty, euthanasia, and terrorism.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 108 - Black Social Philosophy

**Prerequisites:** Students must have satisfied all ENG and RDG remediation requirements prior to starting the course.

**Description:** (Dual listed with AFR 170). An examination of the social philosophy of thinkers such as Du Bois, Garvey, King and Fanon. Particular attention is paid to oppression and the struggle for self-identity. The ideals of freedom, equality, justice and community are carefully considered.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, PLDI

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Philosophy

### PHI 110 - Biomedical Ethics

**Description:** An inquiry into the ethical problems raised by recent biomedical advances, research and clinical practice in our 20th-century culture. Genetic research, stem cell research, abortion, human

experimentation, cloning, delivery of health care services, transplantation and allocation of scarce medical services, suicide and euthanasia are the main topics to be treated.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Philosophy

### PHI 111 - Business Ethics

**Description:** This course explores the ethical dimensions of the conduct of business and shows how philosophical reflection can aid in the discovery of rational solutions to critical problems in the world of business and economics. By focusing on selected issues, such as individual and corporate morality, profit making and social conscience, advertising and consumerism, environmental ethics and resource development, the course highlights the conflicting interests that must be weighed in arriving at decisions of major importance to business and society. Contemporary materials and studies are utilized as well as readings from traditional philosophers.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 201 - Ethics and Law

**Description:** Recommended for all students and especially pertinent for pre-Law, Criminal Justice and Public Administration students, the course examines the ethical foundations and moral implications of our legal tradition. Emphasis is placed upon the analysis of key concepts of legal and philosophical importance such as justice, freedom, equality, rights, duties and property. The course utilizes readings of contemporary relevance such as recent Supreme Court decisions as well as of historical influence. Topics discussed include human rights, natural law, social justice, environmental ethics and property rights, and capital punishment among others.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Philosophy

### PHI 203 - Philosophy of Art

**Description:** A philosophic examination of the nature and value of art. Readings from major philosophers on art and its relation to religion, morals and culture in general. Specific works of art are used as illustrations.

SUNY GEN ED-GHUM; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Philosophy*

### PHI 204 - Philosophy of Religion

**Description:** A critical examination of the nature of religion and varieties of religious experience. Topics considered include the nature and existence of God, miracles, reason and revelation, morality and religious experience. Readings are drawn from major philosophers and theologians.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Philosophy*

### PHI 208 - Asian Philosophy and Religion

**Description:** An examination of the major living Asian philosophies and religions: Hinduism, Buddhism, Zen Buddhism, Confucianism, and Taoism. The ethical, mystical and metaphysical dimensions of each are considered. Major texts from each tradition are placed in their historical contexts, read and discussed. The significance for us today is stressed.

SUNY GEN ED-GHUM; NCC GEN ED-GLNW, HUM, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** *Philosophy*

## Physics

### PHY

#### PHY 101 - General Physics I

**Prerequisites:** High School or college algebra and trigonometry or permission of the Department. Successful completion of all remedial English and remedial Reading requirements.

**Description:** An introductory study of Physics designed to acquaint the student with the fundamentals of kinematics, Newton's Laws of motion, circular motion and gravitation, work and energy, impulse and momentum, simple harmonic motion, temperature, heat, and thermodynamics. The topics will be developed analytically and experimentally. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI. Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 102 - General Physics II

**Prerequisites:** High School or college algebra and trigonometry, PHY 101 or equivalent, or the permission of the Department. Successful completion of all remedial English and remedial Reading requirements.

**Description:** A continuation of the introductory study of Physics designed to acquaint the student with the fundamentals of wave motion and sound, electricity and magnetism, geometrical and physical (wave) optics, and selected topics in modern physics. The topics will be developed analytically and experimentally. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI. Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 110 - Physics for Electronic Technology

**Description:** Pre-requisites: MAT 117 The course emphasizes an overview of the physical laws underlying selected topics in mechanics, thermodynamics, electromagnetism and optics, and modern physics. The laboratory component involves exercises that are illustrative of physical principles in these areas as well as methods of observation, measurement and data analysis. Laptop computer required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 120 - Physics for Educators

**Prerequisites:** Students must have a working knowledge of Algebra and Trigonometry or equivalent.

**Description:** This course studies natural phenomena and everyday life. Covering the fundamental laws and principles of mechanics, electricity, magnetism, sound and light, it provides a basic knowledge of the evolution of physical laws and the underlying concepts that are rapidly changing the way we live. The course material is developed descriptively and demonstrated experimentally. It includes student investigations in recitation and in lab to emphasize the experimental nature of science. Investigations will also be performed using computer software and the internet. The course will also include preparation of lesson plans, grading practices and hands-on experience in the presentation of materials.

SUNY GEN ED-n/a; NCC GEN ED-LSCI.

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 122 - Mechanics and Hydraulics

**Prerequisites:** Designed for students in Engineering, Physics, Mathematics, and the Sciences.

**Description:** An introduction to mechanics: fundamental laws of statics, dynamics, kinematics, work, energy, power and momentum. Applied problems are an integral part of the course. (5 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 123 - Heat and Sound

**Prerequisites:** PHY 122.

**Corequisites:** MAT 123.

**Description:** An introduction to the topics of rotational kinematics and dynamics, elasticity, hydrostatics, hydrodynamics, harmonic motion, waves, sound, and thermodynamics. Applied problems are an integral part of this course. (5 lecture, 3 laboratory hours) Laboratory fees apply.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI, ASC

Offered: Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 151 - Physics Science and Math I

**Description:** Concurrent Prereq: MAT 122.

The first semester of a two-term survey course for students who intend to study Science, Mathematics or Computer Science at four-year institutions that require a calculus-based approach to physics. The topics covered during the first term are mechanics and thermodynamics. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

#### PHY 152 - Physics Science and Math II

**Prerequisites:** MAT 122 and PHY 151 or permission of Department.

**Description:** The second half of a calculus-based physics survey course. The topics covered are wave phenomena, electricity, magnetism, light and modern physics. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** *Engineering/Physics/Tech*

**PHY 222 - Electricity and Magnetism****Prerequisites:** PHY 123.

**Description:** An introduction to the basic theory of electric and magnetic forces and energy associated with electric charge; electric and magnetic properties of matter, electromagnetic waves, geometric and wave properties of light. Emphasis is given to a rigorous mathematical formulation of physical principles, solution of problems, and practical applications of electric circuits in the laboratory. (5 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSC.  
Offered: Fall

**Credit Hours:** 4**Department:** Engineering/Physics/Tech**PHY 223 - Introduction to Modern Physics****Prerequisites:** MAT 225.

**Description:** A survey of 20th-century theories of the atom, the nucleus, relativity, quantum properties of waves and particles, wave mechanics, spectra of hydrogen and other atoms, x-rays, the uncertainty principle, radioactive decay, conservation laws in radioactivity, transmutations. Stress is placed on basic principles rather than on applications. (5 lecture hours)

SUNY GEN ED-GLAB; NCC GEN ED-LSC.  
Offered: Spring

**Credit Hours:** 3**Department:** Engineering/Physics/Tech

# Political Science

## POL

**POL 101 - Government and Politics in the Modern World****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** This course compares and contrasts the major forms of government found in the contemporary world: democratic, authoritarian, and totalitarian. Illustrations and examples will be drawn from both Western and non-Western countries. A basic theme of the course will be the comparative advantages of democratic forms of government over the various alternatives found around the globe today.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, GLNW

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 111 - Nassau County: History and Government****Prerequisites:** Completion of RDG 001**Description:** (Dual listed with HIS 140).

A review of the development of what is now Nassau County from pre-Colonial times to the present day. Emphasis is placed upon the governmental-administrative structure of the county and the major problems facing urban-suburban communities. Field trips and guest speakers are utilized to complement class work.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 205 - American National Government****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An exploration of some of the significant areas and issues of contemporary American government and politics. Among the topics included are the scope of government activity in the United States today, the Constitution of the United States, and the evolution and operation of such political institutions as the Presidency, Congress, the Supreme Court and the political parties.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 206 - State and Local Government****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An introduction to the essential principles of American state and local government, with special emphasis on New York State, New York City and its suburbs. Among the specific topics covered are

Federal-state relations, state constitutions and government structures, and the key issues of contemporary state, city and county politics.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 208 - Introduction to Public Policy****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** An examination of the substantive issues of public policy such as taxation, welfare and poverty, military spending, energy, the environment, federalism, criminal justice, health care, education, and civil liberties. The background to each subject, the evolution of the present day governmental policy, and alternatives to present policy are presented along with evaluations of present policies. While the primary focus is on the national level, the state and local level is examined. A secondary focus is on methods,

models, and the legal aspects of the policy making process.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 209 - The U.S. Presidency****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** A comprehensive multidimensional study of the Institution of the Presidency, its evolution politically, administratively, and legally. The causes, effects, and dilemmas of the growth and power of the executive branch and the tension between an enhanced President and the Congress constitute a key perspective. Presidential politics in its electoral and policy foundation aspects will be highlighted. The President's role in the economy and as a mass media communicator will be explored.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 210 - The U.S. Congress****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** The course will describe the legal structure, Constitutional powers, internal work rules and procedures, and the political dynamics of the Congress within the context of the American Federal political scheme. Special emphasis will be placed upon Congressional interactions with the coordinate branches of government as well as with external factors, such as interest groups and public opinion.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 260 - International Relations****Prerequisites:** Completion of RDG 001 and/or RDG 002.

**Description:** Basic themes of the course are the causes of war and the prospects for peace in the modern world. Among the topics covered are the nature of modern warfare and the impact of nuclear weapons, the East-West struggle, the Third World, diplomacy and espionage as instruments of foreign policy, and the search for world order through international law and the United Nations.

SUNY GEN ED-GSBS; GOWC; NCC GEN ED-SBS, GLNW

**Credit Hours:** 3**Department:** History/Pol Sci/Geography**POL 261 - Modern Political Ideologies**

**Description:** A survey of the major political ideologies of the world today-fascism, communism, socialism and democracy. Selected readings from the works of Marx, Lenin, Stalin, Mao, Hitler, Mussolini, Jefferson and Locke are used to supplement class lectures. The course offers students an understanding of the political ideas that have shaped the 20th century.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** History/Pol Sci/Geography

## Portuguese

### POR

#### POR 101 - Beginning Portuguese I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Portuguese speaking background. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### POR 102 - Beginning Portuguese II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. POR 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Security Administration

### PSA

#### PSA 111 - Introduction to Security

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The historic, philosophical, practical and legal bases of Security.

The role of Security and the security individual in modern society, the concept of professionalism, and the relationship to public law enforcement are reviewed. A survey is made of the personnel, physical and administrative aspects of the Security field. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 121 - Internal Security

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Internal theft control, investigation methods including undercover, interrogation, polygraph uses, and internal developments-their causes and consequences-are explored along with major tactics, strategies and techniques used to deter and control internal theft.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 211 - Administration and Control of Private Security Force

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** The course explores the difference between public and private policing to identify what constitutes Private Security, including the role and functions, the selection of personnel, training of personnel, ethics and conduct of security personnel. The Hallcrest Report, the first comprehensive look at Private Security in more than a decade, is used to examine the resources, contributions and deficiencies of Private Security. The possible relationships with law enforcement agencies and the prospects for forging a partnership to combat crime are reviewed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 224 - Security and the Law

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** Course focuses on the various legal components applicable to Security personnel. Available sources of authority, powers, and legal restrictions are analyzed in-depth. Probable cause, the single biggest issue affecting false arrest, is thoroughly reviewed. Arrest, search and seizure, detention, interrogation and the use of force are thoroughly discussed. Special emphasis is placed on criminal and civil sanctions that can be invoked against Security personnel who abuse their authority. Ramifications of tort liability will be examined.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 225 - Introduction to Emergency Management

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of emergency management, this course provides an overview of the Department of Homeland Security's National Incident Management System (NIMS). This course examines the United States Government Interagency Domestic Terrorism Concept of Operations (CONPLAN). It emphasizes the roles of Federal, State, and Local Agencies working effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 231 - Arson Investigation Safety Management OSHA (Federal and State)

**Prerequisites:** Completion of RDG 001 and ENG 001.

**Description:** A study of arson, its prevention, detection, investigation and control. The course examines occupational and environmental hazards, injuries and diseases, including toxic materials, radiation exposure, pollution and occupational diseases. OSHA, the safety enforcement agency, is reviewed, both at the Federal and state level. Its purpose and effectiveness is thoroughly analyzed. The course emphasizes the need for safety management in both the public sector and the work place. The genesis of workers' compensation law, its effectiveness, and present day status is assessed.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

#### PSA 241 - Research Problems in Security

**Prerequisites:** Completion of RDG 001 and ENG 001. At least nine credits of Criminal Justice and/or Private Security Administration.

**Description:** (Dual listed with CRJ 212). This seminar type course offers the student an opportunity to examine specific issues, conflicts or controversies in one or more of the following discipline areas: law enforcement, loss prevention, courts, and corrections. An interdisciplinary approach is stressed for a broader understanding. Each student is required to complete a research project under

the direction of the instructor in the student's chosen area of examination.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Criminal Justice

# Psychology

## PSY

### PSY 203 - General Psychology I

**Description:** Designed to familiarize the student with the science of human behavior and mental states; the methods employed by psychologists; the experimental findings and applications of research; and the important contributions from the behaviorist, psychoanalytic, neuroscientific, and cognitive schools of thought. This course includes the study of learning, perception, cognition, intelligence, social influences, psychological disorders, physiological changes and developmental stages.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 204 - General Psychology II: Research and Methods

**Prerequisites:** PSY 203.

**Description:** A more comprehensive study of areas covered in PSY 203, especially perception, learning, intelligence and personality. There are demonstrations and participation in experiments in these areas.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Psychology

### PSY 206 - Educational Psychology

**Prerequisites:** PSY 203.

**Description:** (Dual listed with EDU 206). Students who have taken PSY 206 will not receive credit for EDU 206. This course is intended to provide knowledge and understanding of the major theories and findings of the science of Educational Psychology. The course includes a consideration of such topics as: research methods in educational psychology; the cognitive, personal, social and moral development of students; the impact of student diversity on teaching and learning; the principles and processes of learning; motivational concerns in education; classroom management; techniques of teaching; and methods of assessing student learning.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 207 - Industrial Psychology

**Prerequisites:** PSY 203.

**Description:** An examination of aspects of behavior that relate to work organizations. Areas covered include pertinent general psychological processes such as learning and motivation; individual difference dimensions such as personality, aptitudes, and attitudes; and characteristics of group and organizational environments.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Psychology

### PSY 212 - Adolescent Psychology

**Prerequisites:** PSY 203.

**Description:** Problems of adolescence as related to childhood and maturity. Physical, emotional, social, intellectual, moral, and religious development; theories of adolescent personality development, the importance of home and community relationships. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 213 - Child Development

**Prerequisites:** PSY 203.

**Description:** Development and analysis of infant and child behavior, motor development, emotional development, motivation, language, thinking, work and play. Problems and methods of child study; application of research; effects of heredity and environment on the individual; individual differences and theories of personality development. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 214 - Adult Development

**Prerequisites:** PSY 203.

**Description:** This course examines theories and research concerning psychological development in adulthood and old age. Among the topics studied are: theories of adult development, motivation, language, thinking, work and play. Problems and methods of child study; application of research; effects of heredity and environment on the individual; individual differences and theories

of personality development. Observations required.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Spring

**Credit Hours:** 3

**Department:** Psychology

### PSY 215 - Abnormal Psychology

**Prerequisites:** PSY 203.

**Description:** An introduction to behavior pathology. Emphasis is on the evaluation, diagnosis and treatment of disordered and maladaptive behavior. Presentation of different theories and models of normal and abnormal personality.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 216 - Lifespan Human Development

**Prerequisites:** PSY 203.

**Description:** This course will examine major theories and findings on human development. Development is viewed across the life span from prenatal development through advanced old age. The course integrates theoretical perspectives and serves as a foundation for careers in the behavioral sciences, health, and human services.

SUNY GEN ED-n/a; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### PSY 219 - Psychology of Art

**Prerequisites:** PSY 203.

**Description:** Issues, theories, and methodology in the psychology of visual art. Theories of creativity and profile of the creative individual and thought process. Motivation to view art, pictorial perception, visual preference, sensitivity to style, and aesthetic judgment. Developmental trends in normal, autistic, gifted children's drawings, chimp art and pathological art.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Spring

**Credit Hours:** 3

**Department:** Psychology

### PSY 220 - Brain and Behavior

**Prerequisites:** PSY 203.

**Description:** A course examining the structure and functioning of the nervous system on all levels, from the microanatomy and physiology of the neuron to a general description of the cerebral processes which underlie all behavior. Emphasis is placed on a general understanding

of the organization of the brain and how this organization relates to both simple and complex behaviors.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### **PSY 235 - Psychology of the Exceptional Child**

**Prerequisites:** PSY 203 and PSY 212 or PSY 213.

**Description:** Students who have taken EDU 235 will not receive credit for PSY 235. This course examines the psychological, learning and behavioral characteristics of each category of exceptionality. Students will be introduced to special education laws and their implications for identification, delivery systems, transition plans, and placement procedures. Field experience in a special education setting is required.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### **PSY 240 - Psychology of Human Adjustment**

**Prerequisites:** PSY 203.

**Description:** The personality development of the individual, personal awareness and personal growth, adaptive and maladaptive modes of adjustment to social and psychological stresses, including a survey of major issues of current concern and a discussion of the community resources available to the individual with emotional difficulties.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS

**Credit Hours:** 3

**Department:** Psychology

### **PSY 241 - Social Psychology**

**Prerequisites:** PSY 203.

**Description:** The behavioral characteristics of individuals, of small and of large groups: their interrelationships, methods of measuring and assessing interactions between the individual and his environment. Motives, attitudes and opinion, social norms and roles, individual personality, group structures and processes, leadership and communication.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Psychology

### **PSY 490 - Cooperative Education Internship**

**Prerequisites:** PSY 203 and permission of the Instructor and/or Chairperson and approval by the agency offering the internship.

**Description:** Supervised placement of the student in professional Psychological and Psychology-related settings to enable the student to gain insight into the Psychology field as well as interactive and practical work experience to enhance the formal academic concepts received in the classroom. Students are required to attend five on-campus seminars.

SUNY GEN ED-n/a; NCC GEN ED-SBS

**Credit Hours:** 4

**Department:** Psychology

## **Reading**

### **RDG**

#### **RDG 001 - Individualized Reading and Study Improvement**

**Prerequisites:** Satisfactory completion of BEP 090, if required.

**Description:** A required course for students who demonstrate reading deficiencies on the College Placement Test. Instruction will include recognition of main ideas and details, critical reading skills, and vocabulary improvement. Reading comprehension and study skills are enhanced through the practice of outlining, mapping, underlining, and summary writing. Students' strengths and weaknesses are diagnosed through standardized testing and ongoing evaluation. Students are required to attend a supervised Reading laboratory weekly for individualized practice work. (3 lecture hours, 1 laboratory hour) Students assigned to this course must pass it before proceeding to ENG 101.  
SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 0

**Department:** Reading/BEP

#### **RDG 002 - Reading and Studying College Texts**

**Prerequisites:** Satisfactory completion of BEP 090 or RDG 001, if required.

**Description:** This course is designed to help deficient readers meet the demands of college reading and studying. An in-depth study and application of more advanced reading strategies will be provided using content readings from college texts. All strategies taught will foster the reading/writing/thinking connection. The strategies and knowledge students gain from this course will be applied directly to academic courses. Supplemental practice in reading and studying strategies will be available in a Reading Center.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 0

**Department:** Reading/BEP

#### **RDG 003 - Individualized Reading and Reading/Studying College Texts**

**Description:** Prerequisite: Placement into no more than two remedial courses, one of which is RDG 001, or those students who have passed BEP RDG 090 and exhibit strong mastery of concepts and behaviors integral to that course; eligibility for outgoing BEP students is determined by Department only. This course, which is non-credit, is a one-semester option to replace the two-semester sequence of RDG 001 and RDG 002.

Instruction will incorporate pre-reading and active reading strategies including brainstorming, previewing, annotating, outlining, summarizing, paraphrasing, determining main ideas as well as major and minor details, improving general and discipline-specific vocabulary, inferencing, synthesizing information and ideas, and adapting critical reading strategies to a variety of college texts. Students will be encouraged to read, analyze, evaluate and respond to academic text both orally and in writing. Emphasis will be placed on researching, reading and responding to information gleaned from online and print sources. Supplemental practice in reading and study strategies will be available in a Reading Help Center. This course cannot be repeated. Students assigned to this course must pass it in order to proceed to ENG 101.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Reading/BEP

#### **RDG 030 - Rdg ESL 3 - Reading and Study for the Foreign Student**

**Prerequisites:** Completion of ELI (English Language Institute) or placement by department.

**Description:** This is a required course for students who speak English as a second language and who demonstrate a need to develop mastery of college-level reading and study skills. Emphasis will be in the areas of inferential and critical reading, textbook study strategies, library research, vocabulary enrichment and the development of reading fluency. Students are required to attend a supervised reading laboratory session weekly for individualized supplemental instruction. Completion of RDG 030 will enable students to take a credited reading class. (3 lecture hours, 1 laboratory hour).

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 0

**Department:** Reading/BEP

### RDG 101 - Effective College Reading

**Prerequisites:** Completion of Remedial Reading Courses or RDG 101 Placement.

**Description:** This is an advanced reading course focusing on the critical reading of mature, college-level material as well as reading for pleasure. Students will review a variety of strategies needed for effective academic reading and develop a repertoire of critical reading strategies to be used in the context of important issues facing today's student, society, and the diverse career fields in which they are likely to become employed. There will be an emphasis on information literacy and writing, including the use of library materials and the Internet. In addition, students will have the opportunity to improve their individual reading capabilities to facilitate greater comprehension and to develop a broader vocabulary through challenging reading materials rather than through isolated exercise.

SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Reading/BEP

### RDG 102 - Speed Reading

**Prerequisites:** RDG 101 placement.

**Description:** A concentrated course designed to present the theories of speed reading and to provide the student with extensive practice in developing a greater range in his/her efficient reading rate. Ability to adjust one's reading skills, especially rate and comprehension, to the type and level of the material are the main concern. This course is not designed for a student with a comprehension or vocabulary deficiency.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Reading/BEP

### RDG 103 - Reading the New Media

**Prerequisites:** Satisfaction of all non-credit Reading requirements.

**Description:** This course invites students to apply the tools of critical reading to the new media. Using advanced literacy and comprehension skills, students will analyze, interpret, assess and synthesize information pertaining to news, contemporary issues, the arts and entertainment coming to them from a variety of on-line and textual sources, including, but not limited to, blogs, on-line

newspapers and magazines, wikis, social networking and video sharing sites. SUNY GEN ED-GHUM; NCC GEN ED-HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Reading/BEP

### RDG 104 - News on the Net

**Prerequisites:** Satisfaction of all non-credit Reading requirements

**Description:** This course is designed to teach students to become more discriminating news consumers as we are flooded by information and disinformation through the digital technology. The course helps students apply critical reading skills in the identification of propaganda, bias, fairness, assertion, verification, evidence and implication in the presentation of news. The ramifications of culture, business and government on news delivery and reception by the public will be studied. SUNY GEN ED-GHUM; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Reading/BEP

## Retail Business Management

### RET

#### RET 107 - Principles of Retailing

**Description:** A survey of the retail industry. The economic importance and structure of retail organizations are studied for their function and interrelationships, operations and human resources.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 109 - Visual Merchandising

**Description:** Visual merchandising of retailing goods; effective window and interior display; appropriate equipment and materials; color, lighting, and general arrangements. A hands-on approach is utilized whereby students design and construct exterior and interior displays. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 111 - Retail Merchandising

**Prerequisites:** RET 119 or permission of Department Chairperson.

**Description:** This course covers the fundamentals of merchandising, markup

and markdown, stock turnover, stock-sales ratio, retail method of inventory, open-to-buy, unit stock control, the merchandise plan, merchandising and the computer. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 115 - Textiles

**Description:** Identification of fibers and fabrics, and analysis of construction of cloth to determine strength, durability and usefulness are included in this course. Methods and effects of finishing cloth. In addition, laws relating to the labeling and advertising of textiles and textile products are discussed. Geared to the needs of students who plan careers in apparel design, interior design, retailing, fashion marketing, and consumerism. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 119 - Retail Buying

**Description:** The buying function in department stores, specialty stores, discount chain stores, independent stores and non-store retail formats will be studied. The buying activity and how it is affected by store organization, merchandise offered and store's dollar volume are examined in order to forecast and satisfy consumer needs. The buyer's role in merchandise planning and control, sourcing domestic and foreign supply chains are also explored in order to understand channels of distribution in relationship to retail image.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 127 - Foreign Buying

**Prerequisites:** Completion of all remedial courses needed prior to application, a minimum of 2.5 grade point average and completion of 15 or more credits. Permission of instructor required.

**Description:** This course provides qualified students an opportunity to learn selected methods and techniques involved in foreign buying. Independent research, a buying plan, and visits to major international cities are included. Special expenses for students' airfare, food, lodging, taxes, transfers, etc. SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

#### RET 142 - Field Training

**Prerequisites:** Permission of Department Chairperson and/or Course Instructor.

**Description:** Students work for appropriate retail business firms to enrich the theoretical concepts previously developed in the classroom.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Marketing & Retailing

## Russian

### RUS

#### RUS 101 - Beginning Russian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Russian speaking background. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 102 - Beginning Russian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 201 - Intermediate Russian I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 102 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

#### RUS 202 - Intermediate Russian II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. RUS 201 or equivalent.

**Description:** Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, GLNW

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

## Physical Sciences

### SCI

#### SCI 101 - Principles of Physical Science

**Description:** This is an introductory course designed to involve the non-science oriented student in an investigation of some of the basic concepts and processes of science. There will be an introduction to measurement and information gathering techniques used by scientists, along with an examination of basic principles of phenomena such as motion, gravity, energy, and heat. Laboratory experiments will enable the students to investigate scientific principles as they apply to the world. (3 lecture, 3 laboratory hours)

Laboratory fee applies.  
SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 102 - Material Science

**Description:** The course is designed to continue the investigation of physical science principles with a focus on chemical aspects. Such topics as electricity, atomic structure, chemical nature and behavior, ionization, reactions, and compound formation will highlight the study. Laboratory experiments will enable the students to investigate scientific principles as they apply to the world. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 103 - Physical Geology

**Description:** This course presents principles of the study of the earth outlining how the science began in the late 1700s from natural curiosity progressing to our present knowledge of the earth as a dynamic entity. Students will study its surface features and processes and

then can appreciate how patterns observed have allowed for interpretations of what is going on within the interior. Such aspects include but are not limited to earthquakes, volcanism, origin and deformation of mountain belts and ocean basins, the work of running water, glaciers and wind. In lab, students are provided a hands-on approach to the study of minerals, igneous, sedimentary and metamorphic rocks and will learn how to use a topographic map. A one-day field trip may be offered to illustrate and reinforce the concepts introduced. (3 lecture, 3 laboratory hours) Lab fee applies. A special section of Physical Geology may be offered each semester through the College of the Air program. This distance-learning course uses DVDs, the internet, computers and other electronic media to complete the course assignments. Therefore, students must have access to a computer and a DVD player. Students will occasionally meet with the instructor on campus to perform laboratory experiments and to take exams. Special sections of Physical Geology may be offered which cover most of the topics above but which present the popular field of gemology, allowing the students to work with professional instruments to identify a large suite of gems, both natural and synthetic. Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 104 - Historical Geology

**Description:** This is a problem-oriented approach to the study of the geologic history of the planet earth. Laboratory methods are emphasized in conjunction with the fundamental tools of geology. The origins and evolution of the continents and ocean basins are examined both from a classical perspective, and through the utilization of the theories of continental drift and plate tectonics. The histories of select areas will be examined with an emphasis placed on the techniques used in the interpretation of the ancient environments in which the rock record was formed. A one-day field trip may be offered to illustrate and reinforce the concepts introduced. (3 lecture, 3 laboratory hours) Laboratory fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.

Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

#### SCI 105 - Solar System Astronomy

**Description:** The historical development of the physical laws and theories basic to the study of the solar system is studied. Physical characteristics of the earth, moon, planets

and sun are discussed including findings of unmanned planetary exploration. Students are required to attend at least two evening observation sessions during the semester. Students gain a working knowledge of the operation of a telescope. (3 lecture, 3 laboratory hours) Lab fee applies. Note: A special section of Solar System Astronomy may be offered each semester through the College of the Air program. This distance-learning course uses DVDs, the internet, computers and other electronic media to complete the course assignments. Therefore, students must have access to a computer and a DVD player. Students will occasionally meet with the instructor on campus to perform laboratory experiments and take exams. Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 106 - Stellar and Galactic Astronomy

**Description:** The student is introduced to the historical development of theories basic to understanding the concepts of the universe beyond the solar system and studies the evolution of stars and galaxies in terms of observations. Included are discussions of quasars, pulsars, black holes and the Big Bang Theory. Students are required to attend at least two evening observation sessions during the semester. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 107 - Meteorology

**Description:** To understand the daily and seasonal weather, students will be introduced to basic weather elements such as temperature, pressure, and humidity. Real-time weather maps from the Internet are often used in class to enhance the study of particular topics. After a good foundation in the basic principles of meteorology, various atmospheric phenomena will be discussed, including the formation of rainbows, thunderstorms, lightning, tornadoes and hurricanes. Many of these phenomena are illustrated on videotape. Laboratory exercises include the study of weather instruments, analysis of surface and upper air maps, analysis of soundings on Skew-T diagrams, and weather forecasting. A special section of meteorology may be offered each semester as a hybrid online course. This distance-learning course uses real-time weather data to study the principles of meteorology. Students must

have access to a computer and the internet in order to download or print the weekly lessons. Communication between the instructor and student is through the course website. Students will occasionally meet with the instructor on campus to do laboratory experiments that require equipment and to take exams. (3 lecture, 3 laboratory hours) Lab fee applies. SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 108 - Climatology

**Description:** Meteorological elements such as temperature, precipitation, pressure, and wind will be studied to provide an understanding of the different climates around the world. Students will learn how climate can influence agriculture, clothing, housing, and transportation in different parts of the world. The interdisciplinary nature of this course is evident in the study of how scientists have used biology, meteorology, geology, astronomy, physics, chemistry, oceanography and computer modeling to determine the climates of the past and predict the climates of the future. The study of climate change will include astronomical theories, the ocean conveyor belt, ozone depletion, global warming and El Nino and La Nina. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 109 - Environmental Science

**Description:** Some Saturday field trips may be required of evening students. This course offers an introduction to the basic principles of ecology, population and food production problems. The course also examines the basic principles concerning air and water pollution. Laboratory exercises are designed to measure the local air and water quality. The modes of detection and prevention of environmental pollution will be investigated and discussed. Field trips and laboratory exercises are a required part of the course. Students must provide their own transportation to and from the field trip sites. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 110 - Environmental Resources

**Prerequisites:** SCI 109 is recommended but not required.

**Description:** The course involves the investigation of current problems in our environment. The areas which will be discussed will be the problems of solid waste and various methods of its disposal; the effects of pollutants from present and future energy sources; noise pollution and the effects of radiation on people and the environment. Field trips and laboratory exercises are a required part of the course. Students must provide their own transportation to and from the field trip sites. (3 lecture, 3 laboratory hours) Lab fee applies.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: Fall, Spring, Summer

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 115 - Beaches and Coasts

**Description:** This course introduces the study of beach and coastal processes and environments. It examines coastal morphology such as barrier islands, spits, dunes and marshes and introduces the effects of plate tectonics, glaciers, and rivers on beaches and coasts. It also examines tidal currents, wave action, longshore currents and transport, and estuarine circulation. Human activities and the effects of man-made (antropogenic) structures will also be emphasized. Students will also study the various methods used for study of coastal environments. Field trip(s) required.

SUNY GEN ED-n/a; NCC GEN ED-ASC, NSCI

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

### SCI 116 - The Universe

**Description:** This course introduces the study of the Universe through cosmology. It examines theories of the history of the universe, the nature of dark matter and dark energy, and the origin of elementary particles and ordinary matter on the large-scale structure. Emphasis will be placed on space and time as basic concepts in physical science and how modern measurements and discoveries allow us to determine the size, age, and future fate of the universe. Other topics include theories of parallel universes and time travel.

SUNY GEN ED-n/a; NCC GEN ED-ASC, NSCI

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

### SCI 119 - Oceanology

**Description:** (Dual listed with BIO 119). This is a three-credit course and does not fulfill the laboratory science requirement needed for

graduation. There will be no waivers issued under any circumstances. One field laboratory during the term. The course is designed as an overview of the structure, origin, and evolution of the world's oceans. Investigations will include analysis of abiotic factors such as sediments, coastlines, water properties, and movement. Students will take a close look at general water circulation, tides, currents, waves, and the effects of weather and climate. Further investigations will focus on biotic factors such as marine organisms, food chains, resources, and man's relationship to the sea. (3 lecture hours)

SUNY GEN ED-GLAB; NCC GEN ED-NSCI.

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

### SCI 120 - Environmental Issues of Metropolitan New York

**Prerequisites:** Permission of Instructor.

**Description:** This is a limited enrollment course that runs during select intersessions for a period of 10 days. Special fees for transportation are required. This course is an intensive investigation of the current environmental problems facing society using the greater metropolitan area of New York as the focal point. Students will receive firsthand experience with current environmental problems through field trip observations and surveys. Problems dealing with the physical treatment of oil spills, the scientific formulation of environmental impact statements, and the effects of heavy industry on air quality will be some of the issues under consideration. The field trips and laboratory activities will be designed to reinforce the topics discussed during lecture.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: May Special

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 141 - Metascience

**Prerequisites:** Student must be either currently enrolled in and/or have taken and passed ENG 101.

**Description:** This course presents a study of enigmatic phenomena, both historic and contemporary, which have aroused popular interest and which present a paradox to modern science. Topics covered in the course are extraterrestrial intelligence, ancient "super cultures" (including Atlantis), the Bermuda Triangle phenomenon, the U.F.O. phenomenon, psychic phenomena (including "spirits" vs. "ghosts") and cryptozoological phenomena (from Loch Ness to Bigfoot).

Emphasis is placed upon the critical evaluation of available data (written articles and videotapes) using the scientific method.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Physical Sciences

### SCI 150 - Environmental Mapping GPS/ GIS

**Description:** This beginning level course is designed to introduce non-science as well as science oriented students, to the latest concepts and technologies in mapping science. The course covers the theories and concepts of Global Positioning Systems (GPS) and Geographic Information Systems (GIS). Students acquire a fundamental hands-on understanding of the technologies and systems used in the GIS field. The course will include problem solving activities through laboratory and field work. Off-campus field trips are required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-LSCI

Offered: Fall, Winterim, Spring

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 203 - Field Laboratory Geology

**Prerequisites:** Permission of Instructor.

**Description:** This is a limited enrollment course that runs during select intersessions for a period of 10 days. Special fees for transportation are required. This is an activity-oriented approach to the study of some of the regionally accessible geologic features: their processes, history and beauty. The participants in this course will be introduced to a varied curriculum of the regional physical, historical, economic and environmental geologic phenomena. A brief sampling of some topics open to investigation are: post glacial features, coastal barrier beach problems/dynamics, the identification of major rock outcrop features, mining operations, and mineral and fossil collecting. Laboratory and field equipment will be used for the gathering of specimens and data to help develop an understanding of the gross geologic aspects of a particular location. A portion of the time needed to accomplish these goals will be spent as preparation and review on campus in the laboratory/lecture room. Field sites will be reached primarily through the use of chartered transportation.

SUNY GEN ED-GLAB; NCC GEN ED-LSCI.  
Offered: May Special

**Credit Hours:** 4

**Department:** Physical Sciences

### SCI 209 - Fundamentals of Environmental Safety and Health

**Description:** SCI 209 is a three-credit elective course. It is not a lab science course and does not fulfill the laboratory science requirement needed for graduation. There will be no exception to the science requirement under any circumstances. This course is designed for anyone interested in understanding what constitutes a safe and healthy working environment and addresses the interests of both the technically and non-technically inclined student. The course explores the various hazards to which workers are exposed and presents the basic concepts and methods used to recognize, evaluate and control these hazards. Topics are selected to suit the students enrolled in a given class, such as interesting issues relating to school safety for teachers or future teachers. Current environmental/occupational health and safety legislation and regulations are presented and interpreted.

SUNY GEN ED-n/a; NCC GEN ED-NSCI.

Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Physical Sciences

## Sociology

### SOC

#### SOC 201 - Introduction to Sociology

**Description:** Major theories, methodology and research findings of Sociology. The nature, organization and development of modern society. Sociological examination of varied forms of group life, including small groups, families, bureaucracies, formal organizations, social classes and ethnic groups. Analysis of social process and social change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

#### SOC 202 - American Society

**Prerequisites:** SOC 201 or ANT 203.

**Description:** American society and its peoples: their class, ethnic and racial characteristics, their attitudes and behavior patterns. Exploration of family, educational, industrial, political and recreational institutions in American communities. Analysis of the effects of urbanization, industrialization and bureaucratization of American life.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

Offered: On Occassion

**Credit Hours:** 3

**Department:** Sociology

#### SOC 207 - Sociology of Religion

**Prerequisites:** SOC 201 or ANT 203.

**Description:** The relationship between religion and society. Religion and social class. Religious groups as minority groups. Religious prejudice and discrimination. Contemporary American religious movements. Religion and social change.  
SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Sociology

### **SOC 209 - Race, Class, Ethnicity**

**Description:** This course explores racial, ethnic, and class diversity, identity, and inequality. It examines social relations between and among racial and ethnic groups in the United States, and relevant comparisons to other western and non-western societies. It examines the role of discrimination, prejudice, and stereotyping in intergroup relations. Also, it investigates how class privileges and disadvantages shape patterns of social mobility. The course pays particular attention to immigration to the United States and its effects on American society, in light of current research and theory.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

### **SOC 210 - Criminology**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** The nature, significance and causes of crime: statistics of crime and delinquency; historical development of criminological theory; modern explanations of crime, criminal laws and courts; police and prisons.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

### **SOC 212 - Social Problems**

**Description:** Application of sociological principles to problems of social disorganization and deviant behavior in industrial societies. Analysis of such problems as family disorganization, race conflict, poverty, mental illness, suicide, aging, crime and delinquency, drug and alcohol addiction, overpopulation and the ecological crisis.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

### **SOC 214 - African American Culture**

**Description:** (Dual listed with AFR 185).

A comprehensive survey of the various aspects of the lives, life-styles, values, art forms and social impact of the African American. The course includes varying lifestyles at different socioeconomic levels; speech patterns; the role of the church as a religious, historical, political and recreational institution; African American cultural patterns; and the influence of Africa.  
SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

### **SOC 215 - Social Change**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** This course analyzes social change and its impact in western and non-western societies. Focusing on classical and contemporary sociological theories, topics addressed include: the effects of changes in technology, population, the environment and economy; organized movements for social change and social justice.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: On Occasion

**Credit Hours:** 3

**Department:** Sociology

### **SOC 216 - Aging, Society and Culture**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** Students will explore the diverse aspects of aging through field research and a survey of the literature. Topics will include theories on aging, cross-cultural material, family and kinship relations, friendship patterns, voluntary associations, political participation, and financial, health, legal and other social problems. Career opportunities in gerontology will be explored.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

Offered: On Occasion

**Credit Hours:** 3

**Department:** Sociology

### **SOC 219 - The African American Family**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** (Dual listed with AFR 186).

Sociological approaches to the African American family. Topics include interactions with public and social institutions, male/female relationships, state of the extended family, identity as a socialization agent, courtship, sex patterns and roles, health and economic issues, alternative life styles, the Black male as an "endangered species", and the effects of public policy on the Black family.

SUNY GEN ED-GSBS; NCC GEN ED-PLDI, SBS

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Sociology

### **SOC 220 - Sociology of the Family**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** The family as a social institution and the roles of men, women and children in different societies. Types of families; how they develop and change. The social characteristics of the American family, its relation to the economy, government, religion and law.

Problems of the family in modern industrial societies; conflict, divorce, mobility and mental illness.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Sociology

### **SOC 222 - Sociology of Gender**

**Prerequisites:** SOC 201 or ANT 203.

**Description:** This course introduces students to sociological perspectives on gender and sexuality. It focuses on the social construction of gender and sexuality in the American and European contexts, from interaction and socialization to inequality and social movements. Topics include power and inequality, gender diversity (including transgenderism), sexuality and heterosexism, representations of women and men in the mass media, and gender and social change.

SUNY GEN ED-GSBS; NCC GEN ED-SBS, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Sociology

### **SOC 225 - Sociology of Health Care**

**Prerequisites:** SOC 201 or ANT 203 or permission of Instructor.

**Description:** Health and illness in American society and in cross-cultural perspective.

Hospitals as organizations with complex staffs, needs and goals. Community and hospital in interaction. Health care delivery in a changing society.

SUNY GEN ED-GSBS; NCC GEN ED-SBS

Offered: Fall

**Credit Hours:** 3

**Department:** Sociology

## **Spanish**

### **SPA**

#### **SPA 101 - Beginning Spanish I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension and simple conversational patterns. This course is not intended for students of Spanish background. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 102 - Beginning Spanish II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 101 or equivalent.

**Description:** Fundamentals of grammar, pronunciation, culture and conversation. Reading, writing, listening comprehension, and simple conversational patterns. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 110 - Spanish for Hotel Restaurant Technology

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** Fundamentals of specifically focused grammar geared for the acquisition of a limited but working knowledge of Spanish as needed and found in the hotel restaurant environment. Emphasis on aural comprehension and oral proficiency determined by various task-oriented exercises involving pair and group work. Laboratory fee applies. Laboratory component required. SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 121 - Spanish for Law Enforcement

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** A conversational course for students in law enforcement areas who wish to communicate effectively with Spanish-speaking people. Presentation and practice of basic vocabulary appropriate for use in typical law enforcement situations. Emphasis on oral proficiency and listening comprehension. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 151 - Practical Spanish for Medical Personnel I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the first course in the SPA 151 - SPA 152 sequence. A course for students in medical areas who wish to communicate effectively with Spanish-speaking people. It includes a systematic presentation of health-related terminology, and practice in using culturally appropriate Spanish in typical medical and hospital situations. Laboratory fee applies. Laboratory component required. Students who took SPA 251 will not receive credit for SPA 151.

SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 152 - Practical Spanish for Medical Personnel II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 151

**Description:** This is the second course in the SPA 151 - SPA 152 sequence. A course for students in medical areas who wish to communicate effectively with Spanish-speaking people. It includes a systematic presentation of health-related terminology, and practice in using Spanish in typical medical and hospital situations. Laboratory fee applies. Laboratory component required. Students who took SPA 252 will not receive credit for SPA 152.

SUNY GEN ED-GFOL; NCC GEN ED-HUM  
Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 201 - Intermediate Spanish I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 102 or equivalent.

**Description:** This is the first course in the SPA 201-SPA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 202 - Intermediate Spanish II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 201 or equivalent.

**Description:** This is the second course in the SPA 201-SPA 202 sequence. Development of listening, speaking, reading and writing skills. Conversation and writing practice stimulated through a wide variety of cultural materials. Laboratory fee applies. Laboratory component required.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 205 - Intermediate Spanish for Bilingual Speakers I

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. For native/bilingual speakers only.

**Description:** This is the first course in the SPA 205-SPA 206 sequence. These courses offer students who are "native" or bilingual speakers, (who have some knowledge of the spoken language, but who have had little or no formal training) an opportunity to correct and improve effective expression in written and spoken Spanish as well as exposure to the cultural production (literature, film, art) of the Spanish-speaking world.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

### SPA 206 - Intermediate Spanish for Bilingual Speakers II

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. For native/bilingual speakers only.

**Description:** This is the second course in the SPA 205-SPA 206 sequence. These courses offer students who are "native" or bilingual speakers, (who have some knowledge of the spoken language, but who have had little or no formal training) an opportunity to correct and improve effective expression in written and spoken Spanish as well as exposure to the cultural production (literature, film, art) of the Spanish-speaking world.

SUNY GEN ED-n/a; NCC GEN ED-HUM, WESH

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 225 - Spanish for Business**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 102 or permission of the instructor.

**Description:** Using print, video, and electronic media this course offers students a practical knowledge of Spanish business terminology and procedures. It will introduce students to such topics (in Spanish) as commercial letter writing, telephone etiquette, filling out business forms, etc. Students will also learn how to deal with cultural aspects of the international business environment. Laboratory fee applies. Laboratory component required. SUNY GEN ED-GFOL; NCC GEN ED-HUM

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 301 - Advanced Spanish I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent.

**Description:** This is the first course in the SPA 301-SPA 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing, and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Spanish. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 302 - Advanced Spanish II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002.

**Description:** This is the second course in the SPA 301-SPA 302 sequence. More complex grammar, enrichment of vocabulary, and improvement of proficiency in speaking, reading, writing, and translation, combining traditional methodology with a multimedia approach to literature and/or civilization. Class conducted in Spanish. SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 401 - Introduction to Spanish Literature I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 301 or SPA 302 recommended.

**Description:** Readings in representative works from the Middle Ages to the 17th century, supplemented by class discussion and student reports. Class conducted in Spanish.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT  
Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 402 - Introduction to Spanish Literature II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 301 or SPA 302 recommended.

**Description:** Readings in representative works from the 17th century to the contemporary period, supplemented by class discussions and student reports. Class conducted in Spanish.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT  
Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 403 - Introduction to Spanish-American Literature I**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 301 or SPA 302 recommended.

**Description:** Readings in representative works from the pre-Colombian period to 1880, supplemented by class discussion and student reports. Class conducted in Spanish.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT  
Offered: Fall

**Credit Hours:** 3

**Department:** Foreign Languages

**SPA 404 - Introduction to Spanish-American Literature II**

**Prerequisites:** Satisfactory completion of ENG 001 and RDG 002. SPA 202 or equivalent; SPA 301 or SPA 302 recommended.

**Description:** Readings in representative works from the period of Modernism through the contemporary period, supplemented by class discussion and student reports. Class conducted in Spanish.

SUNY GEN ED-GFOL; NCC GEN ED-HUM, WESH, LIT  
Offered: Spring

**Credit Hours:** 3

**Department:** Foreign Languages

# Student Personnel Services

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## SPS

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**SPS 093 - BEP Seminar**

**Description:** (Dual listed with BEP 093). SPS Seminar is a required course of the Basic Education Program. The seminar focuses on values clarification, identification and applications of individual learning styles, critical thinking, problem solving, career exploration and understanding College policies. Students will be expected to demonstrate the understanding of these concepts and skills in the other courses of the college preparatory program and in making plans for the next semester of their education. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 0

**Department:** Student Personnel Services

**SPS 101 - Career Orientation**

**Description:** This is a transitional introductory career awareness course that assists the individual to learn from self-appraisal activities and career information gathering. Topics to be covered include: understanding one's interests, skills, work values and personality style as well as an investigation of career fields.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Winterim, Spring, Summer

**Credit Hours:** 1

**Department:** Student Personnel Services

**SPS 102 - Career Development and Exploration**

**Description:** The course examines individual behavior in the social contexts of personal, family, work, and group backgrounds. Using extensive career development and psychological theories from a wide range of research, the course assists the individual to determine successful methods of self-assessment and exploration, resulting in the achievement of a broad perspective of the world of work. Social factors such as job market volatility, industry trends and environmental and technological needs are reviewed for successful career exploration and decision making.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Student Personnel Services

**SPS 111 - Understanding Substance Use, Abuse and Addiction**

**Description:** The course will address the nature of chemical dependency, recovery and treatment. Students will have an opportunity to analyze their own assumptions and attitudes toward chemicals and chemically dependent persons and develop an understanding of the biopsychosocial disease model of addiction. The course will also provide students with an understanding of drugs and drug abuse in American culture. The history of various drugs, their effects on society and human behavior will be examined.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Student Personnel Services

### SPS 201 - Perspectives on People with Disabilities

**Description:** The course enables the understanding of the social and personal experiences of people with disabilities. Emphasis is placed on how different cultures view and interact with this population.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Student Personnel Services

### SPS 202 - Career Management

**Prerequisites:** SPS 102 or permission of Department

**Description:** This course is intended for students who have already engaged in the career exploration process. Topics to be covered include: self-awareness, world of work and survey of career fields, employer research, employment organizational structures, effective networking, targeted resume and cover letter development, interviewing skills, professional etiquette, experiential learning, motivational theory and development, and self marketing strategies. This is a hands-on learning experience emphasizing the development of lifelong career management skills and tools.

SUNY GEN ED-n/a; NCC GEN ED-n/a

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Student Personnel Services

## Studio Recording Technology

### SRT

#### SRT 101 - Music Business I

**Corequisites:** SRT 103 and SRT 105.

**Description:** Survey of music business practices and music industry markets. Topics include publishing, copyright, sample clearance, performance licensing and management. Limited to Studio Recording Technology Certificate students.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

#### SRT 102 - Music Business II

**Prerequisites:** Minimum grade of C in SRT 101.

**Corequisites:** SRT 104 and SRT 106.

**Description:** Survey of music business practices focusing on recording contracts and career planning. Limited to Studio Recording Technology Certificate students.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

#### SRT 103 - Music Theory I

**Corequisites:** SRT 101 and SRT 105.

**Description:** Survey of music theory practices and applications. Rudiments of music, including notation, rhythm, scales, intervals and triads. Limited to Studio Recording Technology Certificate students. SUNY GEN ED-n/a; NCC GEN ED-FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

#### SRT 104 - Music Theory II

**Prerequisites:** Minimum grade of C in SRT 103.

**Corequisites:** SRT 102 and SRT 106.

**Description:** Survey of music theory practices and commercial music applications. Specific study of commercial music formats and language. Limited to Studio Recording Technology Certificate students.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Music

#### SRT 105 - Basic Studio Techniques

**Corequisites:** SRT 101 and SRT 103.

**Description:** Survey of equipment and procedures in sound recording. Basic electronic and acoustical principles, system signal flow, mixing consoles, equalizers, compressors/limiters and microphone design and application. Limited to Studio Recording Technology students. Classes meet both on campus and at an off campus professional

studio. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

#### SRT 106 - Advanced Studio Techniques

**Prerequisites:** Minimum grade of C in SRT 105.

**Corequisites:** SRT 102 and SRT 104.

**Description:** Continuation of the study of studio procedures, with emphasis on digital audio workstations (ProTools), virtual instruments, analog/digital signal processors, automated mixing techniques for stereo and surround formats. Limited to Studio Recording Technology students. Classes meet both on campus and at an off campus professional studio. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

#### SRT 107 - Studio Internship

**Prerequisites:** Minimum grade of C in SRT 106.

**Description:** Field experience internship program where students are placed as apprentice technicians in professional recording studios. Faculty field supervision at off-campus location. Students must provide their own transportation.

SUNY GEN ED-n/a; NCC GEN ED-FAPA

Offered: Fall, Spring, Summer

**Credit Hours:** 6

**Department:** Music

## Statistics

### STA

#### STA 110 - Introduction to Statistical Research Design

**Prerequisites:** MAT 102.

**Description:** General elective course for Liberal Arts, Business, Social Sciences, Humanities, and Statistics students. Introduces the components of research design and research report writing. Different school research designs are included.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 3

**Department:** Math/Computer Science/Info Tec

# Telecommunications Technology

## TCT

### TCT 141 - Telecommunications Circuits

**Description:** This course will train students in the application of Ohm's law, Kirchhoff's laws, analysis of DC and AC passive circuits (including RLC circuits), impedances, power supplies, semiconductors, resonance, and transformers. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TCT 144 - Digital Electronics for Telecommunications I

**Prerequisites:** MAT by advisement, CMP 103, TCT 141 and ENG 101.

**Description:** This course will prepare students in digital electronics with topics related to number systems and codes, logic functions, and Boolean algebra. IC building blocks are used in applications ranging from logic gates to flip-flops, counters, registers, and arithmetic circuits. Algebraic reduction and mapping are used to minimize Boolean expressions and combinational logic circuits. Computer stimulation of digital circuits will be used to verify actual hardware setups. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TCT 151 - Telecommunications I Voice

**Description:** An introduction to the techniques, principles, and terminology of voice telecommunications will be presented. Public and private telecommunication networks will be examined. Telecommunication equipment, switching and transmission technology will be demonstrated. The frequency spectrum, modulation schemes and multiplexing techniques will be explored. Lectures, interactive learning, demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall, Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TCT 252 - Telecommunications II - Data

**Prerequisites:** TCT 144.

**Description:** An introduction to the techniques, principles, and terminology of Data Communications will be presented. Public and private networks will be examined. Data communication equipment, multiplexing, and interactive learning demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Fall

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TCT 253 - Telecommunications III - LAS

**Prerequisites:** TCT 144.

**Description:** An introduction to the technology and terminology of Local Area Networks (LANs) will be presented. The topologies, transmission media, network interfaces, and the access methods will be examined. Shared resources and interconnecting of LANs will be explored. Lectures, interactive learning and demonstrations will be employed. Laboratory exercises will be required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TCT 254 - Telecommunications IV

**Prerequisites:** TCT 144.

**Description:** A survey of current and emerging technologies in telecommunications will be presented. Lectures, interactive learning, demonstrations, and site visits will be employed. Laboratory exercises will be required. Laboratory fee applies. SUNY GEN ED-n/a; NCC GEN ED-n/a  
Offered: Spring

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

# Theatre

## THR

### THR 100 - Theatre Appreciation

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** A survey of the aesthetic and technical factors involved in the emergence of written drama as a produced work of theatre art. For students whose curricular emphasis is not theatre. Attendance at theatrical productions required.

SUNY GEN ED-GART; NCC GEN ED-WESH, FAPA, HUM  
Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 101 - Introduction to Theatre History I

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** An introduction to the arts of the theatre with special emphasis on (1) the evolution and historical development of the play and the physical theatre and (2) the function and interdependence of the various artists and craftsmen in the theatre from primitive times through the Renaissance. Attendance at theatrical productions required. (See THR 201)

SUNY GEN ED-GHUM GART; NCC GEN ED-WESH, FAPA, HUM  
Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 102 - Introduction to Black Theatre in America

**Description:** (Dual listed with AFR 190) An introduction to the literature and artists of the contemporary African American theatre. The course includes representative playwrights, actors and technicians as speakers in the class and field trips to theatre productions. Students have the opportunity to work in at least one production per semester, selected from contemporary African American drama which may, whenever possible, be performed in the community. SUNY GEN ED-n/a; NCC GEN ED-HUM  
Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 103 - Acting I

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** Fundamental training of the actor as a theatrical instrument. Physicalization, characterization and interpretation are applied to improvisations, monologues and scenes. Actor's script analysis, psychological and emotional preparation are emphasized in scene and monologue study.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 104 - Acting II

**Prerequisites:** Minimum Grade of C in THR 103.

**Description:** Fundamental training of the actor as a theatrical instrument. Physicalization,

characterization and interpretation are applied to improvisations, monologues and scenes. Actor's script analysis, psychological and emotional preparation are emphasized in scene and monologue study.

SUNY GEN ED-GART; NCC GEN ED-FAPA, HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 107 - Stagecraft

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** Introduction to the principles and techniques of technical theatre production, including scene design, construction, stage lighting, and costuming. Practical emphasis will be placed on scenery construction and the use of hand and power tools. Course requirements include an assignment to a theatre production.

SUNY GEN ED-n/a; NCC GEN ED-FAPA, HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 108 - Technical Production

**Prerequisites:** Minimum grade of C in THR 107.

**Description:** Intermediate study of the techniques and principles of stage construction and technical production.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 110 - Movement for Theatre I

**Prerequisites:** for Acting A.A. degree majors only or permission of Chairperson.

**Description:** Training in movement to prepare the body as a dramatic instrument. Emphasis on flexibility so the actor may express physically a wide range of attitudes, traits and emotions. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

Fall Only

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 113 - Summer Theatre Workshop I

**Prerequisites:** Permission of the Chairperson required.

**Description:** Intensive training in the production, rehearsal and performance of plays.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Summer

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 115 - Production and Performance

**Description:** This is the first course in the THR 115-THR 116 sequence. Participation in the production, rehearsal and performance of major College theatre productions. Assignments include constructing and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks. Open to Theatre and Acting degree students; others by Department permission only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 116 - Production and Performance

**Description:** This is the second course in the THR 115-THR 116 sequence. Participation in the production, rehearsal and performance of major College theatre productions. Assignments include constructing and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks. Open to Theatre and Acting degree students; others by Department permission only.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 117 - African American Theatre Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 191). This is the first course in the THR 117-THR 118 sequence. Participation in the production, rehearsal and performance of the African American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 118 - African American Theatre Ensemble, Rehearsal and Performance

**Prerequisites:** THR 117.

**Description:** (Dual listed with AFR 192) This course is the second half of the THR 117-THR 118 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 119 - Movement for Stage II

**Description:** Prerequisite: for Acting A.A. degree majors only or permission of the Department.

There is no further description of this course.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 120 - Voice for Stage

**Prerequisites:** for Acting A.A. degree majors only or permission of Chairperson.

**Description:** Practice in the development of voice for the stage; concentrated practice in developing more effective voice and diction habits for the individual actor. (3 hours)

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 201 - Introduction to Theatre History II

**Prerequisites:** Satisfactory completion of remedial reading.

**Description:** A continuation of THR 101 surveying the developments of theatre from the Renaissance through the present. Emphasis on major movements in theatre and drama through representative dramatists, and an outline of contemporary and European theatre practice. Attendance at theatrical productions required. (See THR 101)

SUNY GEN ED-GHUM, GART; NCC GEN ED-FAPA, HUM, WESH

Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 202 - Lighting Design

**Prerequisites:** Minimum Grade of C in THR 108.

**Description:** A program of instruction in the principles of theatrical lighting design, consisting of lab sessions, and lectures on equipment, color, optics, and lighting techniques. Students are to make light plots for analysis in class and advanced design problems are discussed.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 203 - Scene Design

**Prerequisites:** Minimum Grade of C in THR 202.

**Description:** A program of instruction in the theory and practice of scene design, consisting of demonstrations, lectures, and critiques of student work. Students are to make scene sketches, models, and working drawings for assigned projects, and move on to more advanced design problems.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 207 - Acting III

**Prerequisites:** Minimum Grade of C in THR 104.

**Description:** This is the first course in the THR 207-THR 208 sequence. Designed especially for the third semester student in acting. Classroom study and coaching with emphasis on advanced monologues and scene study.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 208 - Acting IV

**Prerequisites:** Minimum Grade of C in THR 207.

**Description:** This is the second course in the THR 207-THR 208 sequence. Designed especially for the fourth semester student in acting. Classroom study and coaching with emphasis on advanced monologues and scene study.

SUNY GEN ED-GART; NCC GEN ED-HUM

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

### THR 215 - Production and Performance

**Prerequisites:** for Acting A.A. and Technical Theatre A.A. degree students or permission of the Department.

**Description:** This is the first course in the THR 215-THR 216 sequence. Participation in the production, rehearsal and performance of major college theatre productions. Assignments include construction and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 216 - Production and Performance

**Prerequisites:** for Acting A.A. and Technical Theatre A.A. degree students or permission of the Department.

**Description:** This is the second course in the THR 215-THR 216 sequence. Participation in the production, rehearsal and performance of major college theatre productions.

Assignments include construction and painting scenery, hanging lighting instruments, stage management, running crew, etc. Students who are cast in productions (by audition only) are also required to participate in technical production tasks.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 217 - African American Theatre Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 193).

This is the first course in the THR 217 - THR 218 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Fall

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 218 - African American Theatre Ensemble, Rehearsal and Performance

**Description:** (Dual listed with AFR 194).

This is the second course in the THR 217 - THR 218 sequence. Participation in the production, rehearsal and performance of the African-American Theatre Ensemble productions.

SUNY GEN ED-n/a; NCC GEN ED-HUM

Offered: Spring

**Credit Hours:** 1

**Department:** Theatre & Dance

### THR 300 - Shakespeare on Stage and Page

**Prerequisites:** ENG 102 or ENG 109.

**Description:** (Dual listed with ENG 300)

This interdisciplinary course, team-taught by members of the English and Theatre Departments, offers a performance-oriented view of Shakespeare's plays. Students see films and videotapes as well as perform segments of the plays in class. Writing is an integral component of the course.

SUNY GEN ED-GHUM; NCC GED-HUM, LIT

Offered: Spring

**Credit Hours:** 3

**Department:** Theatre & Dance

# Telecommunications Technology, Verizon Option

## TNY

### TNY 171 - Telecommunications Circuits

**Prerequisites:** CMP 101, MAT 117.

**Description:** This course will train students in the application of Ohm's Law, Kirchhoff's laws, Thevenin's and Norton's theorem, and superposition to the analysis of DC and AC passive circuits, including R-L-C circuits, impedances, phase angles, resonance, and transformers. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 173 - Telecommunications Electronics I

**Prerequisites:** PHY 110, TNY 171.

**Corequisites:** TNY 181.

**Description:** This course will train students in the physical principles underlying the analysis and application of electronic circuits as applied to the telecommunications industry. Topics include concepts of amplification; frequency response of one and two stage amplifiers; op-amps; filters; troubleshooting; and analysis by computer simulation. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Lab fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 174 - Telecommunications Digital Electronics I

**Description:** This course will prepare students in digital electronics with topics related to number systems and codes, logic functions, and Boolean algebra. IC building blocks are used in applications ranging from logic gates to flip-flops, counters, registers, and arithmetic circuits. Algebraic reduction and mapping are used to minimize Boolean expressions and combinational logic circuits. Computer simulation of digital circuits will be used to verify actual hardware setups. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 181 - Telecommunications I -Voice

**Prerequisites:** TNY 171

**Corequisites:** TNY 173

**Description:** An introduction to the techniques, principles, and terminology of Voice telecommunications will be presented. Public and private telecommunication networks will be examined. Telecommunication equipment, switching and transmission technology will be demonstrated. The frequency spectrum, modulation schemes and multiplexing techniques will be explored. Lectures, interactive learning and demonstrations will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 273 - Telecommunications Electronics II

**Prerequisites:** TNY 173.

**Corequisites:** TNY 282.

**Description:** This course is designed to train students in the analysis and application of advanced electronic circuits as applied to the Telecommunications industry. Topics include gain in decibels, Bode plots, filters, frequency modulation, transmission lines, fiber optics and analysis by computer simulation. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 275 - Telecommunications Digital Electronics II

**Description:** This course is designed to train students in the organization, architecture, and hardware aspects of digital microcomputer systems. Topics include an introduction to microprocessors, types and characteristics of different chips, motherboards, bus structures, memory, I/O interface devices, disk drives, video displays, and printers. Serial and parallel buses are discussed. Applications include the interfacing of peripherals, data communications between computers, and team project. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 282 - Telecommunications II

**Prerequisites:** TNY 181 and CRT 202.

**Corequisites:** TNY 273.

**Description:** An introduction to the techniques, principles, and terminology of Data Communications will be presented, stressing the basics of Voice over Internet Protocol (VoIP) systems, interactive learning, and demonstrations will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 283 - Telecommunications III

**Prerequisites:** TNY 282

**Description:** An introduction to the technology and terminology of Networks will be presented, including the organization, architecture, setup, hardware and software aspects of networked video delivery systems. Lectures, interactive learning, and demonstrations will be employed. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

### TNY 284 - Telecommunications IV

**Prerequisites:** TNY 283

**Description:** A survey of current and emerging technologies in telecommunications will be presented. Lectures, interactive learning, demonstrations, and site visits will be employed. Laboratory exercises will be required. This course makes extensive use of computer simulations and communications both in and out of the classroom; use of a laptop computer is required. Laboratory fee applies.

SUNY GEN ED-n/a; NCC GEN ED-n/a

**Credit Hours:** 4

**Department:** Engineering/Physics/Tech

## Women's Studies

### WST

#### WST 101 - Introduction to Women's Studies

**Description:** Focusing on the roles of women in a cross-cultural context, this course introduces the student to the discipline of Women's Studies and serves as a basis for more specialized courses. It treats such issues as women in the family, workplace, and community; images of women in the arts, professions and popular culture; and women's contributions in a variety of fields.

SUNY GEN ED-n/a; NCC GEN ED-PLDI, WESH

Offered: Fall, Spring, Summer

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### WST 105 - Gender in Popular Culture

**Description:** Popular culture portrays a range of femininities and masculinities which influence our sense of who we are as men and women. In this course we will look at material from a wide range of gender constructions-in texts; in Hollywood, independent, and foreign films; in television shows and commercials; in cartoons, graphic art and video games; in music videos; and/or on the Internet in social networking sites like Facebook and Twitter. Using a variety of critical and theoretical approaches, we will examine how pop culture representations of gender reflect social conditions, how they construct social possibilities, and how they change over time.

SUNY GEN ED-n/a; NCC GEN ED-PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### WST 110 - The Goddess in World Religions

**Description:** This course will explore the images of the Goddess in world religions such as Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism, traditional African religions, and Native American traditions. It will look at both iconography and literary texts to examine how the Goddess as a representation of the Divine affects women's spirituality and the larger culture.

SUNY GEN ED-n/a; NCC GEN ED-GLNW, PLDI

Offered: Fall, Spring

**Credit Hours:** 3

**Department:** Multidisciplinary Studies

#### WST 201 - Women's Issues in Global Context

**Prerequisites:** WST 101.

**Description:** This course explores some of the major issues that affect women around the world. It focuses on the global labor force, reproductive rights, gay and lesbian politics, sexual identity, and education in

Asia, Africa, Latin America, Europe, and the United States. Students will learn how women's experiences affect law and politics and how local conditions (here and elsewhere) intersect with global concerns and movements. Particular emphasis will be placed on goals and accomplishments of women's grassroots activism in many cultures.

SUNY GEN ED-GOWC; NCC GEN ED-GLNW, PLDI

Offered: Fall, Spring

***Credit Hours:*** 3

***Department:*** Multidisciplinary Studies

**Faculty Listing–SUNY Distinguished Professors  
Current as of April 2013**

Name	Position	Degrees and Honors	Department
<b>Philip M Cheifetz</b>	Professor	BA, Wilkes University; State University Chancellor's Award, Excellence in Teaching 1996; MS, Hofstra University; <b>State University of New York Board of Trustees, Distinguished Service Professor 2008</b> ; PHD, Univ Of Sarasota	Math/Computer Science/Info Tec
<b>Bernard S Gorman</b>	Professor	State University Chancellor's Award, Excellence in Teaching 1999; MA, CUNY Queens College NY; BA, CUNY Queens College NY; <b>State University of New York Board of Trustees, Distinguished Teaching Professor 2010</b> ; PHD, CUNY-Graduate/U Ctr	Psychology
<b>Philip Y Nicholson</b>	Professor	PHD, U Of New Mexico-Main; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2004; <b>State University of New York Board of Trustees, Distinguished Teaching Professor 2009</b>	History/Pol Sci/Geography
<b>Joseph A Varacalli</b>	Professor	MPHI, Rutgers University; PHD, Rutgers University; MA, Univ Chicago; <b>State University of New York Board of Trustees, Distinguished Service Professor 2008</b> ; BA, Rutgers University	Sociology

**Faculty Listing  
Current as of April 2013**

Name	Position	Degrees and Honors	Department
<b>Elizabeth Abele</b>	Assistant Professor	MA, Ohio Univ Athens; BA, Ohio Univ Athens	English
<b>Sharon Abramson</b>	Professor	MS, CW Post - LIU; BS, CUNY Brooklyn College	Math/Computer Science/Info Tec
<b>Victor H Abravaya</b>	Professor	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; JD, Hofstra University; MA, Univ Michigan Ann Arbor	Theatre & Dance
<b>Kira Adel</b>	Assistant Professor	MS, CW Post - LIU; BA, CW Post - LIU	Math/Computer Science/Info Tec
<b>Miriam M Afkhami-Ramirez</b>	Associate Professor	State University Chancellor's Award, Excellence in	Student Personnel Services

Name	Position	Degrees and Honors	Department
		Professional Service 2010; BA, CUNY Hunter College; PHD, CUNY-Graduate/U Ctr; MA, CUNY City College of NY	
<b>Ali Al-Rahman</b>	Assistant Professor	AS, Regents College; MS, LIU - Brooklyn; BS, Regents College	Criminal Justice
<b>Silvia P Albanese</b>	Assistant Professor	AA, SUNY Nassau Cmty College; MA, CUNY Queens College NY; BA, Adelphi University	Foreign Languages
<b>Joan Alexander</b>	Professor	JD, New York University; BA, Univ Calif Berkeley	Legal Studies
<b>Nicole Alexander</b>	Technologist I	BS, CUNY York College NY	Information Technology
<b>Emad Alfar</b>	Associate Professor	BA, Calif St Univ Fresno; MS, Calif St Univ Fresno	Math/Computer Science/Info Tec
<b>Miguel C Alonso</b>	Associate Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2009; BA, SUNY Center Albany; MA, SUNY Coll Stony Brook	History/Pol Sci/Geography
<b>Joseph Altamura</b>	Assistant Professor	AS, SUNY Nassau Cmty College; BS, New York Inst Tech	Math/Computer Science/Info Tec
<b>Adrienne Altmann</b>	Technologist III	MS, CW Post - LIU; BA, CUNY John Jay Coll Crmnl Justc	Physical Sciences
<b>Genette Alvarez-Ortiz</b>	Associate Professor	State University Chancellor's Award, Excellence in Professional Service 2000; BA, New York University; MA, New York University	Student Personnel Services
<b>Marynita M Anderson</b>	Professor	MPHI, New York University; State University Chancellor's Award, Excellence in Teaching 2000; MA, New York University; BA, St Josephs Coll Brooklyn; PHD, New York University; State University Chancellor's Award, Excellence in Teaching 2002; State University Chancellor's Award, Excellence in Faculty Services 2011	History/Pol Sci/Geography
<b>Calvin L Andrew</b>	Professor	BA, Hofstra University; MS, SUNY Center Albany	Student Personnel Services
<b>Michael J Anzelone</b>	Professor	MA, Adelphi University; BA, CUNY York College NY; State University Chancellor's Award, Excellence in Teaching 2002	English
<b>Stella Apostolidis</b>	Instructor	MA, SUNY Center Albany; BA, SUNY Center Albany	English

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Mary C Ardise</b>	Associate Professor	BA, William Paterson Univ; MED, William Paterson Univ	Reading/BEP
<b>Gregory J Arend</b>	Professor	MA, New York University; BA, Iowa Wesleyan College	Marketing & Retailing
<b>Chris L Argento</b>	Associate Professor	MA, New York University	Hotel & Restaurant Tech
<b>E.Consuelo Arias</b>	Associate Professor	PHD, Princeton University; MA, Princeton University; BA, CUNY Queens College NY	Foreign Languages
<b>Scott E Ash</b>	Professor	BA, Brown University; PHD, Univ Rochester; MA, Univ Rochester	English
<b>Richard C Ashker</b>	Professor	State University Chancellor's Award, Excellence in Professional Service 2000; MS, SUNY Center Albany; State University Chancellor's Award, Excellence in Professional Service 2002; BS, SUNY Coll Brockport	Student Personnel Services
<b>Agyemang Attah-Poku</b>	Assistant Professor	MRP, SUNY Center Albany; MA, SUNY Center Albany; DA, SUNY Center Albany	Africana Studies
<b>Christopher J Atwood</b>	Instructor	BS, Cornell University; MS, St Johns Univ Jamaica; MS, SUNY Coll Stony Brook	Engineering/Physics/Tech
<b>Adam R Auteri</b>	Technologist I	BS, SUNY Farmingdale	Information Technology
<b>Donna T Bacon</b>	Associate Professor	MS, Teachers College Columbia Univ; PHD, Teachers College Columbia Univ; BA, Adelphi University; MSW, Adelphi University	Health/Physical Ed/Recreation
<b>Lawrence Badendyck</b>	Associate Professor	PHD, Cuny-Graduate/U Ctr	English
<b>Armen R Baderian</b>	Technical Assistant I	PHD, Adelphi University; MS, Pratt Institute; BS, Pratt Institute	Math/Computer Science/Info Tec
<b>Keith A. Baessler</b>	Instructor	PHD, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Chemistry
<b>Dilip Balamore</b>	Professor	MPhi, Columbia Univ Columbia College	Engineering/Physics/Tech
<b>Kim Ballerini</b>	Assistant Professor	MS, Hofstra University; BA, SUNY Center Albany; MA, Hofstra University	English
<b>Nancy N Barker</b>	Instructor	AA, SUNY Nassau Cmty College; BA, SUNY Coll Old Westbury; MA, Adelphi University; PHD, Fordham University	Sociology
<b>Barbara Barnard</b>	Associate Professor	MFA, Univ Calif Irvine; BA, Univ Redlands	English

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Rona Barzilay-Ungar</b>	Associate Professor	MSW, New York University; BA, Univ Connecticut; State University Chancellor's Award, Excellence in Professional Service 2007	Student Personnel Services
<b>Lisa M Bastiaans</b>	Professor	BA, Suny-Stonybrook Hlth S; MS, Suny-Stonybrook Hlth S; State University Chancellor's Award, Excellence in Faculty Services 2010	Physical Sciences
<b>Robert W Battle</b>	Professor	MBA, New York Inst Tech; AS, SUNY Nassau Cmty College; BS, SUNY Center Albany	Marketing & Retailing
<b>Cynthia D Bayern</b>	Professor		Psychology
<b>Mary L Beck</b>	Technical Assistant III	BS, Hofstra University	Chemistry
<b>Stephen J Beck</b>	Professor	MA, Hofstra University	Biology
<b>Kate A Beckman</b>	Technical Assistant II	MA, Penn State Univ-Main; BS, SUNY Coll Oneonta	Communications
<b>Susan R Beganskas</b>	Instructor	MFA, Parsons School Design; BFA, Univ Mass Amherst	Marketing & Retailing
<b>Liza Behr</b>	Administrative Assistant I	MS, CW Post - LIU; BA, Boston University	Financial Aid Office
<b>Peter J Belikis</b>	Administrative Assistant II	AAS, SUNY Nassau Cmty College	Information Technology
<b>Theodore G Benitt</b>	Professor	MA, CUNY Brooklyn College; BA, CUNY Queens College NY	Physical Sciences
<b>Christine Berg</b>	Professor	BA, Molloy College; EDD, Hofstra University; MA, Hofstra University	Reading/BEP
<b>Lynn Bergin</b>	Assistant Professor	AAS, SUNY Nassau Cmty College; MA, SUNY Coll Stony Brook; BS, CW Post - LIU	Administrative Business Tech
<b>Stanley Berke</b>	Associate Professor	BA, Bennington College	Theatre & Dance
<b>Sarah Berkovits</b>	Assistant Professor	MS, CUNY Brooklyn College; BS, CUNY Brooklyn College	Reading/BEP
<b>Farica R Bialstock</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2005; MS, LIU - Brooklyn; BS, Suny-Buffalo Hlth S	Allied Health Sciences
<b>Paul F Biersuck</b>	Professor	BS, CUNY Brooklyn College; DPM, NY Clg Podiatric Med	Biology
<b>Terrence Black</b>	Instructor	PHD, Northeastern University; BS, Trinity College Ct	Chemistry
<b>Maryann Blessinger</b>	Technical Assistant III	MA, New York University; BS, CW Post - LIU	Nursing
<b>Nancy J Bloom</b>	Professor	AAS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence	Marketing & Retailing

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		in Teaching 2007; MBA, Hofstra University; BS, Hofstra University	
<b>Esther Bogin</b>	Professor	MS, CUNY Brooklyn College; BA, CUNY Brooklyn College	Communications
<b>Linda Boire</b>	Instructor	MS, New York Inst Tech; BS, SUNY Plattsburgh State Univ	Hotel & Restaurant Tech
<b>Florence D Boodakian</b>	Associate Professor	BA, Fordham University; MA, New York University; State University Chancellor's Award, Excellence in Teaching 2008; PHD, New York University	English
<b>Betty M Borowsky</b>	Associate Professor	BS, CUNY Queens College NY; MA, CUNY Queens College NY; PHD, CUNY-Graduate/U Ctr	Biology
<b>Jessica Bosworth</b>	Assistant Professor	MA, SUNY Binghamton; BA, SUNY Binghamton	Math/Computer Science/Info Tec
<b>Ellen Botkin</b>	Associate Professor	MS, New York University; BA, SUNY Center Albany	Math/Computer Science/Info Tec
<b>George Bouchard</b>	Professor	BA, SUNY Coll Buffalo; MM, Univ Memphis	Music
<b>Emanuel Gregory Boussios</b>	Instructor	PHD, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Sociology
<b>Edward A Boyden</b>	Associate Professor	PHD, Univ Chicago; MA, Univ Chicago; State University Chancellor's Award, Excellence in Teaching 2008; BA, Wesleyan University	History/Pol Sci/Geography
<b>Michael E Boyle</b>	Professor	MFA, Yale University; BA, SUNY Plattsburgh State Univ	Theatre & Dance
<b>Robert N Bradshaw</b>	Technical Assistant III	AS, SUNY Nassau Cmty College; BS, CUNY John Jay Coll Crmnl Justc	Audio-Visual
<b>Darleen M Braunshweiger</b>	Associate Professor	BS, Univ Connecticut; MA, CUNY Hunter College; JD, Hofstra University	Economics and Finance
<b>Allison Bressmer</b>	Assistant Professor	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY; MED, CUNY Queens College NY	Reading/BEP
<b>Laurel Brett</b>	Assistant Professor	BA, Suny-Stonybrook Hlth S; MA, Suny-Stonybrook Hlth S; PHD, Suny-Stonybrook Hlth S	English
<b>Pnina Bright</b>	Assistant Professor	BA, CUNY City College of NY	Psychology
<b>Jane K Brody</b>	Professor	State University Chancellor's Award, Excellence in Teaching 1995; PHD, Adelphi University;	Nursing

Name	Position	Degrees and Honors	Department
		BSN, Skidmore College; MSN, Vanderbilt University	
<b>Bernadine M Brown</b>	Assistant Professor	MA, Hofstra University	English
<b>Sammy R Browne</b>	Associate Professor	BA, Oakwood College; AS, Oakwood College; MA, Loma Linda University; EDD, Loma Linda University	English
<b>Thomas C Bruckner</b>	Instructor	BA, SUNY Binghamton; MA, SUNY Coll Stony Brook	Physical Sciences
<b>Angela D Bruno</b>	Professor	BA, CUNY Hunter College; MFA, Catholic Univ America	Marketing & Retailing
<b>Anthony M Bruno</b>	Assistant Professor	BS, Manhattan College	Hotel & Restaurant Tech
<b>Shani Hadiya Bruno</b>	Instructor	MA, North Car Central University; PHD, New York University; BA, Lincoln Univ Commonwealth Pa; MA, Univ Wisc Madison	Africana Studies
<b>George Bruns</b>	Professor	BS, Manhattan College; MS, Fordham University; PHD, Hofstra University	Math/Computer Science/Info Tec
<b>Joan Buckley</b>	Instructor	AAS, SUNY Nassau Cmty College; MS, CUNY Hunter College; BS, Adelphi University	Nursing
<b>Joseph F Buono</b>	Assistant Professor	BS, Polytechnic Univ Brooklyn	Allied Health Sciences
<b>Darci L Burdge</b>	Professor	AS, SUNY Nassau Cmty College; MA, CUNY Queens College NY; BA, CUNY Queens College NY	Math/Computer Science/Info Tec
<b>Jill M Burgreen</b>	Associate Professor	MS, Adelphi University; AA, SUNY Nassau Cmty College; BA, Hofstra University	Communications
<b>Christine M Butler</b>	Instructor	BA, Hofstra University; MA, Hofstra University	Library
<b>Shanicqua M Bynum</b>	Technical Assistant I	MBA, Johnson & Wales University; AAS, Johnson & Wales University; BS, Johnson & Wales University	Hotel & Restaurant Tech
<b>Ruth Calderon</b>	Administrative Assistant I	AS, SUNY Nassau Cmty College	International Education
<b>Mark A Campbell</b>	Administrative Assistant III	BBA, Hofstra University	Financial Aid Office
<b>Diana L Cannone</b>	Administrative Assistant III	MS, St Johns Univ Jamaica; BS, SUNY Coll Old Westbury; AS, SUNY Farmingdale	Academic Advisement
<b>Maryann Capone</b>	Instructor	MBA, St Johns Univ Jamaica; BA, CUNY Queens College NY	Accounting and Business Admin
<b>Craig P Capria</b>	Associate Professor	AS, SUNY Nassau Cmty College; BS, Hofstra University; MS, SUNY Coll Stony Brook	Engineering/Physics/Tech

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<b>Irene Carley</b>	Technologist III	BS, SUNY Coll Geneseo	Information Technology
<b>Laurence Carlin</b>	Instructor	AAS, SUNY Nassau Cmty College; AAS, Excelsior College	Allied Health Sciences
<b>Paula M Carlo</b>	Professor	MA, CUNY Hunter College; BA, CUNY Coll Staten Island; PHD, Cuny-Graduate/U Ctr; AA, CUNY Coll Staten Island; State University Chancellor's Award, Excellence in Teaching 2004	History/Pol Sci/Geography
<b>Patricia Caro</b>	Professor	PHD, Univ Oregon; MA, SUNY Center Albany; State University Chancellor's Award, Excellence in Teaching 2004; BA, SUNY Coll New Paltz	History/Pol Sci/Geography
<b>Joseph J Caruso</b>	Associate Professor	BA, CUNY Queens College NY; JD, St Johns Univ Jamaica	Legal Studies
<b>Rona Casciola</b>	Associate Professor	AAS, SUNY Fashion Inst Tech; MA, SUNY Empire State College; BPS, SUNY Empire State College	Marketing & Retailing
<b>Lynn R Casey</b>	Technical Assistant III	MFA, CW Post - LIU; BFA, Emerson College	Art
<b>Thomas Casserly</b>	Assoc Director Financial Aid	MA, Rutgers-Newark; BS, William Paterson Univ	Financial Aid Office
<b>Gail R Cavallo</b>	Associate Professor	BS, Westrn Carolina University; MS, CW Post - LIU	Music
<b>Exarah Cesar</b>	Administrative Assistant I	AA, SUNY Nassau Cmty College	Assoc VP Academic Affairs
<b>Victoria Chai</b>	Assistant Professor	AA, SUNY Nassau Cmty College; BA, Univ Rochester; MA, Indiana Univ Bloomington; MA, Hofstra University	Communications
<b>Gail Chapman</b>	Associate Professor	BA, CUNY Queens College NY	English
<b>Lawrence Chatterton</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Art
<b>Qiong Chen</b>	Associate Professor	BA, China, Peoples Repub; MA, Louisiana St Univ Baton Rouge; PHD, Hofstra University	Reading/BEP
<b>Gioia M Chester</b>	Administrative Assistant II	AAS, SUNY Nassau Cmty College; BA, SUNY Empire State College	Information Technology
<b>Patricia I Chiodo</b>	Administrative Assistant I	AA, SUNY Nassau Cmty College; MS, CW Post - LIU; BS, SUNY Coll Old Westbury	Facility Managers Office
<b>Katherine Cho</b>	Assistant Professor	AA, St Johns Univ Jamaica; JD, Syracuse University; BS, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	Criminal Justice

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Dennis T Christy</b>	Professor	MS, Adelphi University; BS, St Francis College NY	Math/Computer Science/Info Tec
<b>Sooja Chung</b>	Technologist I	AS, SUNY Nassau Cmty College; MA, Hofstra University; BS, Japan	Inst. Effect & Strategic Planning
<b>Dominic J Ciardullo</b>	Professor	BS, Rensselaer Poly Institute; AS, SUNY Nassau Cmty College; MS, Polytechnic Univ Brooklyn	Engineering/Physics/Tech
<b>Andrina V Cleveland</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; State University Chancellor's Award, Excellence in Teaching 2001; BS, Wagner College; MA, Adelphi University; MSW, Adelphi University	Health/Physical Ed/Recreation
<b>Shoel Cohen</b>	Professor	PHD, SUNY Coll Stony Brook	Psychology
<b>Richard E Cohen</b>	Instructor	BS, Penn State Univ-Main; MA, Adelphi University	Physical Sciences
<b>Jeffrey A Cohen</b>	Assistant Professor	MA, CW Post - LIU; BA, CW Post - LIU	Communications
<b>Kristine A Coles</b>	Associate Professor	BSN, Adelphi University; AS, SUNY Nassau Cmty College; MS, SUNY Coll Buffalo	Allied Health Sciences
<b>Lemuel B Coley</b>	Assistant Professor	MA, Suny-Stonybrook Hlth S; PHD, Suny-Stonybrook Hlth S	Reading/BEP
<b>Patricia A. Colombraro</b>	Technical Assistant I	MFA, CW Post - LIU; AAS, SUNY Suffolk Co CC Selden	Art
<b>Anne M Comiskey</b>	Associate Professor	AAS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 2010; BS, SUNY Coll Stony Brook; MS, Molloy College	Nursing
<b>Carolyn Confusione</b>	Clinical Instructor	AAS, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn; MS, St Josephs Coll Brooklyn	Allied Health Sciences
<b>Richard J Conway</b>	Professor	MA, New York University; State University Chancellor's Award, Excellence in Professional Service 1997; BA, Adelphi University	Student Personnel Services
<b>Dee Cook</b>	Administrative Assistant I	AAS, SUNY Nassau Cmty College	Information Technology
<b>Jeanine L Cook-Garard</b>	Professor	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Nursing

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Joseph S Coppolino</b>	Professor	MA, CUNY Brooklyn College; PHD, New York University; BA, CUNY Brooklyn College	Communications
<b>Sabine Coriolan-Victome</b>	Technical Assistant III	BS, CUNY City College of NY; MS, Molloy College; AAS, CUNY New York City Tech Coll; BS, Molloy College	Nursing
<b>Kevin Costa</b>	Instructor	MS, CW Post - LIU; BS, New York Inst Tech	Allied Health Sciences
<b>Robert G Costello</b>	Associate Professor	BA, Hofstra University; EDD, Dowling College; MA, SUNY Center Albany; State University Chancellor's Award, Excellence in Professional Service 2003; JD, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	Criminal Justice
<b>Kathleen Cramer</b>	Assistant Professor	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Hofstra University	Math/Computer Science/Info Tec
<b>Theresa Crisitelli-Goodwin</b>	Clinical Instructor	AAS, SUNY Nassau Cmty College; BS, Adelphi University	Allied Health Sciences
<b>David Crugnola</b>	Associate Professor	BA, Univ Connecticut; MLS, St Johns Univ Jamaica	Library
<b>Anne Cubeta</b>	Associate Professor	AS, SUNY Nassau Cmty College; MS, CUNY Queens College NY; BA, CUNY Queens College NY	Hotel & Restaurant Tech
<b>Ronald C Cunsolo</b>	Assistant Professor	PHD, SUNY Coll Stony Brook; AA, SUNY Nassau Cmty College; BA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 1981; MA, SUNY Coll Stony Brook	History/Pol Sci/Geography
<b>Marilyn Curry</b>	Associate Professor	AAS, SUNY Nassau Cmty College; MA, Hofstra University; BS, Hofstra University	Administrative Business Tech
<b>Susan Cushman</b>	Assistant Professor	BA, Rider University; MA, Rutgers Univ-Camden; PHD, Lehigh University	English
<b>Thomas L D'Angelo</b>	Associate Professor	MA, CUNY Queens College NY; BA, CUNY Queens College NY	English
<b>Bob D DAnna</b>	Technical Assistant II	AS, SUNY Nassau Cmty College; BBA, Hofstra University	Accounting and Business Admin
<b>Peter Dangelo</b>	Technical Assistant II	AAS, SUNY Nassau Cmty College	Communications

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Doreen E Davis</b>	Assoc Director Financial Aid	BS, Adelphi University; AA, Adelphi University	Financial Aid Office
<b>Fannie L Davis</b>	Professor	MBA, Univ Pittsburgh Bradford; BA, Lincoln Univ Commonwealth Pa	Accounting and Business Admin
<b>John Day</b>	Professor	BFA, Cornell University; MA, Univ Connecticut; MPH, Univ North Carolina Chapel HI	Library
<b>Andrew J De Joseph</b>	Instructor	BA, CUNY Queens College NY; MBA, Adelphi University; JD, St Johns Univ Jamaica	Accounting and Business Admin
<b>Julie De Lalastra</b>	Assistant Professor	AAS, SUNY Nassau Cmty College; MBA, Dowling College; BS, CW Post - LIU	Marketing & Retailing
<b>Denise Deal</b>	Instructor	MS, Adelphi University; AS, SUNY Nassau Cmty College; BFA, New York Inst Tech	Biology
<b>Jeannie M Deangelis</b>	Administrative Assistant III	AA, SUNY Nassau Cmty College; MA, SUNY Empire State College; BA, Adelphi University	Inst. Effect & Strategic Planning
<b>Gerard T Defeo</b>	Instructor	BS, SUNY Empire State College; MS, Adelphi University	Allied Health Sciences
<b>Richard E Delbango</b>	Technologist III	MLS, CUNY Queens College NY; State University Chancellor's Award, Excellence in Professional Service 2000; BFA, New York University; AAS, CUNY Queensborough CC; MS, SUNY Coll Stony Brook	Library
<b>Laurie Delitsky</b>	Assistant Professor	MS, Hofstra University; BS, Pace Univ New York City	Math/Computer Science/Info Tec
<b>Lawrence Dellaquila</b>	Professor	MS, Adelphi University; AA, SUNY Nassau Cmty College; BS, Adelphi University	Health/Physical Ed/Recreation
<b>Bertram Delmage</b>	Assistant Professor	JD, Touro College; BA, SUNY Empire State College; MA, SUNY Coll Stony Brook	Criminal Justice
<b>Tony E Delouise</b>	Technologist III	AS, SUNY Nassau Cmty College; BBA, Hofstra University	Information Technology
<b>Evelyn W Deluty</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2003; BA, Barnard College Columbia Univ; PHD, Univ of Pennsylvania	Philosophy
<b>M.Dolores L Demanuel-Kraus</b>	Associate Professor	PHD, Fordham University	English

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Rosemary T Deriso</b>	Instructor	MBA, St Johns Univ Jamaica; MA, Fordham University; BS, St Johns Univ Jamaica	Economics and Finance
<b>Carmine A Desanto</b>	Professor	MS, Adelphi University; BA, Hofstra University	Math/Computer Science/Info Tec
<b>M. Debra Debra Desanto</b>	Associate Professor	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College; MS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 2005	Administrative Business Tech
<b>John Despagna</b>	Instructor	BA, Siena College; MS, Hofstra University; MBA, Dowling College	Accounting and Business Admin
<b>Pierre C Desroches</b>	Assistant Professor	MA, CUNY Brooklyn College; BA, CUNY Brooklyn College	Foreign Languages
<b>Linda DiDio</b>	Associate Professor	BS, CUNY Hunter College; MA, New York University	Nursing
<b>Albert E Donor</b>	Technical Assistant I	AS, SUNY Nassau Cmty College; MBA, Dowling College; BS, CW Post - LIU	Allied Health Sciences
<b>Wesley Doody</b>	Associate Professor	MPHI, Cuny-Graduate/U Ctr; BA, CUNY Queens College NY	Biology
<b>Susan L Dooley</b>	Professor	BS, Univ Illinois Urbana; MFA, CW Post - LIU	Art
<b>Joseph K Dowling</b>	Professor	MA, SUNY Coll Buffalo; BA, Iona College; State University Chancellor's Award, Excellence in Teaching 1998	English
<b>Denyse M Dreksler</b>	Clinical Instructor	BSN, Alfred University; MS, Wagner College; BS, Alfred University	Nursing
<b>Sally A Drucker</b>	Associate Professor	MA, Purdue Univ West Lafayette; PHD, SUNY Coll Buffalo	English
<b>Matthew Dunlop Jr</b>	Technical Assistant III	AAS, SUNY Nassau Cmty College	Allied Health Sciences
<b>Ziaullah K Durrani</b>	Laboratory Technician	AA, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury	Engineering/Physics/Tech
<b>John L Earnest</b>	Technical Assistant III	AA, SUNY Nassau Cmty College; BA, SUNY Coll Old Westbury; MA, Appalachian State University	Math/Computer Science/Info Tec
<b>Cathy A Eckdall</b>	Associate Professor	BFA, Cleveland Institute Art; MFA, Maryland Institute College Art	Art
<b>Barbara Edward</b>	Clinical Instructor	AAS, SUNY Nassau Cmty College; BS, Adelphi University	Allied Health Sciences

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Constance M Egelman</b>	Professor	State University Chancellor's Award, Excellence in Professional Service 2006; BA, Iona College; MS, CUNY Herbert H Lehman College	Student Personnel Services
<b>Donna P Eilerman</b>	Assistant Professor	MS, Adelphi University; PHD, Adelphi University; BS, Chatham College	Chemistry
<b>Robert Eienkel</b>	Professor	MFA, Yale University; BA, CUNY Queens College NY; MA, Univ Michigan Ann Arbor	Theatre & Dance
<b>Wendy J Eisner</b>	Professor	MA, Columbia Univ Columbia College; State University Chancellor's Award, Excellence in Teaching 2000; State University Chancellor's Award, Excellence in Teaching 2001; BA, Wellesley College; PHD, CUNY-Graduate/U Ctr	Psychology
<b>Jerome S Ellenbogen</b>	Professor	BS, CUNY Hunter College; MS, CUNY City College of NY	Psychology
<b>Sonny H Emin</b>	Technologist III	AA, SUNY Nassau Cmty College; BS, Dowling College	Library
<b>Hussein D Emin</b>	Professor	BS, LIU - Brooklyn; State University Chancellor's Award, Excellence in Teaching 1995; MBA, LIU - Brooklyn	Accounting and Business Admin
<b>Tom Emmerson</b>	Assistant Professor	BA, University Of Akron; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2011	Art
<b>Eileen C Engelke</b>	Assistant Professor	MA, Teachers College Columbia Univ; BS, Adelphi University	Nursing
<b>Paul Epstein</b>	Technologist II	BS, Excelsior College	Information Technology
<b>Richard Erben</b>	Technologist III	AAS, SUNY Nassau Cmty College; BPS, SUNY Coll Old Westbury	Library
<b>Lisa A Errico</b>	Instructor	MLS, CUNY Queens College NY; BS, Mercy College Dobbs Ferry	Library
<b>Duane B Esposito</b>	Associate Professor	AAS, SUNY Nassau Cmty College; MA, SUNY Coll Brockport; BS, SUNY Coll Brockport; MFA, Univ Arizona	English
<b>Minette Estevez</b>	Assistant Professor	BA, Univ Utah; MA, Univ Utah	English
<b>Peter Euler</b>	Assistant Professor	BA, SUNY Coll Potsdam; MA, Fordham University	Communications
<b>Cathy Fagan</b>	Assistant Professor	BA, Le Moyne College; MS, Fordham University; MA,	English

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		Hofstra University; PHD, Cuny-Graduate/U Ctr	
<b>Caroline Falconetti</b>	Instructor	MS, Hofstra University; BS, Hofstra University	Accounting and Business Admin
<b>Patricia Falk</b>	Professor	AAS, CUNY Queensborough CC; MA, CUNY City College of NY; BA, CUNY City College of NY	English
<b>Jill Fanuzzi</b>	Assistant Director Admissions	BA, Hofstra University; MA, SUNY Coll Stony Brook	Admissions
<b>Carol R Farber</b>	Professor	MA, Purdue Univ West Lafayette	English
<b>Janet Farrell Leontiou</b>	Associate Professor	BA, CUNY Hunter College; MA, Penn State Univ-Main; PHD, Penn State Univ-Main	Communications
<b>Sharon Feder</b>	Instructor	JD, Yeshiva University New York; BA, CUNY Queens College NY	Legal Studies
<b>Rhona Feigenbaum</b>	Associate Professor	BA, Hofstra University; MA, Hofstra University	Health/Physical Ed/Recreation
<b>Ronna S Feit</b>	Professor	PHD, Univ Virginia; MA, Univ Delaware; BA, St Josephs Coll Brooklyn; State University Chancellor's Award, Excellence in Creative Activities 2008	Foreign Languages
<b>David C Ferraro</b>	Laboratory Technician	BM, SUNY Coll Purchase	Music
<b>Janine Ferraro</b>	Assistant Professor	BS, Univ Connecticut; JD, St Johns Univ Jamaica	Criminal Justice
<b>Kristine Ferrucci-Egan</b>	Instructor	AAS, SUNY Nassau Cmty College; MS, Molloy College; BS, Molloy College	Nursing
<b>Joann V Festa</b>	Professor	MS, Adelphi University; PHD, Adelphi University; BS, Suny-Stonybrook Hlth S	Nursing
<b>Thomas C Field</b>	Assistant Professor	MS, Univ New Haven; BS, Univ New Haven	Hotel & Restaurant Tech
<b>Lorraine A Findlay</b>	Professor	MPHI, New York University; MS, CW Post - LIU; State University Chancellor's Award, Excellence in Teaching 2010; BA, CUNY Queens College NY; PHD, New York University	Allied Health Sciences
<b>Rosette Finneran</b>	Associate Professor	AA, SUNY Nassau Cmty College; BA, Hofstra University; MS, Hofstra University; MA, Hofstra University	English
<b>Anne Fitzgibbon</b>	Associate Professor	MS, Adelphi University; BSN, Coll Misericordia	Nursing

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Michael J Fleming</b>	Professor	JD, Harvard Law School; State University Chancellor's Award, Excellence in Teaching 1980	Legal Studies
<b>Pamela Flores</b>	Associate Professor	BA, George Washington University; MA, Hofstra University; PHD, Hofstra University	Psychology
<b>Diana Forbes</b>	Technologist I	MS, Pace Univ New York City; BA, CUNY Hunter College	Information Technology
<b>Michael Forte</b>	Assistant Professor	BA, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	Reading/BEP
<b>Hector M Fortuna</b>	Technologist III	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook	Language Immersion at NCC
<b>Stella Fox</b>	Associate Professor	MA, SUNY Binghamton; BA, CUNY Brooklyn College	Reading/BEP
<b>Peter A Fox</b>	Technologist III	BA, SUNY Coll Stony Brook	Theatre & Dance
<b>Thomas J Fox</b>	Professor	MA, Penn State Univ-Main; BA, Penn State Univ-Main	Music
<b>Amanda L Fox-Schimsky</b>	Director of Special Programs	State University Chancellor's Award, Excellence in Professional Service 2010; AA, SUNY Nassau Cmty College; BA, Hofstra University; MA, New York University	Academic Advisement
<b>Jeffrey A Frankel</b>	Professor	MA, Calif St Univ Fresno; AA, SUNY Nassau Cmty College; BA, SUNY Coll Oswego	Grant In Process
<b>Katrina M Frazier</b>	Associate Professor	BA, Hofstra University; MS, CW Post - LIU; State University Chancellor's Award, Excellence in Librarianship 2005	Library
<b>Arthur L Friedman</b>	Professor	MS, Indiana Univ Bloomington; BA, Defiance College; State University Chancellor's Award, Excellence in Professional Service 1996	Library
<b>Leslie Frimerman</b>	Assistant Professor	State University Chancellor's Award, Excellence in Teaching 2009; BBA, CUNY Baruch College; AAS, CUNY Baruch College; MBA, Adelphi University	Math/Computer Science/Info Tec
<b>Frank J Frisenda</b>	Associate Professor	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College; AA, SUNY Nassau Cmty College; MS, SUNY Coll Stony Brook	Engineering/Physics/Tech
<b>George E Frost</b>	Assistant Professor	MA, Univ Connecticut; JD, Univ Connecticut; BA, Providence College	Economics and Finance

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Barry G Fruchter</b>	Assistant Professor	PHD, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; BA, Bard College	English
<b>Claudia Funk</b>	Assistant Professor	MA, CUNY Hunter College; BA, Dowling College; MA, Hofstra University	Art
<b>Joanne Gaffney</b>	Clinical Instructor	MS, Suny-Stonybrook Hlth S; BS, Suny-Stonybrook Hlth S	Nursing
<b>Eileen C Gallagher</b>	Instructor	MS, Adelphi University; BS, Georgetown University	Nursing
<b>Debra Gallagher</b>	Professor	BFA, CW Post - LIU; MBA, Adelphi University	Accounting and Business Admin
<b>Kathleen Gallagher</b>	Associate Professor	BS, Polytechnic Univ Brooklyn; AS, SUNY Farmingdale; MS, Columbia Univ Columbia College	Engineering/Physics/Tech
<b>Michael Gallo</b>	Technologist II	BA, Iona College	Art
<b>Patricia Galvin</b>	Technologist III	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College	Allied Health Sciences
<b>Jared M Ganson</b>	Associate Professor	AS, SUNY Nassau Cmty College; BA, Hofstra University; MA, Adelphi University	Math/Computer Science/Info Tec
<b>Staci C Ganson</b>	Instructor	MS, Adelphi University; BS, SUNY Plattsburgh State Univ	Reading/BEP
<b>Elizabeth A Gaudino-Goering</b>	Instructor	PHD, SUNY Coll Stony Brook; BA, SUNY Binghamton; MA, SUNY Coll Stony Brook	Psychology
<b>Jacqueline T Gavigan</b>	Technical Assistant I	AS, SUNY Nassau Cmty College	Nursing
<b>Carol M Gebhardt</b>	Assistant Professor	MS, St Johns Univ Jamaica; MA, New York University; BA, Adelphi University	English
<b>Robert B Genter</b>	Instructor	MA, Columbia Univ Columbia College; MPHI, Columbia Univ Columbia College; BA, Rutgers University; PHD, Columbia Univ Columbia College	History/Pol Sci/Geography
<b>Vincent R Giannasio</b>	Professor	PHD, St Johns Univ Jamaica; BS, St Johns Univ Jamaica	Chemistry
<b>Laura G Gilkes</b>	Professor	MA, Hofstra University; BS, Russell Sage College; State University Chancellor's Award, Excellence in Teaching 2006	Allied Health Sciences
<b>James Gilmartin</b>	Instructor	AAS, SUNY Nassau Cmty College; BS, CW Post - LIU	Allied Health Sciences

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Grace M Gilner</b>	Professor	AAS, SUNY Nassau Cmty College; MS, LIU - Brooklyn; BS, SUNY Coll Stony Brook	Allied Health Sciences
<b>David Ginsberg</b>	Assistant Professor	PHD, SUNY Coll Stony Brook; MA, CUNY Queens College NY; BA, CUNY Queens College NY	English
<b>Abigail G Ginsburg</b>	Technical Assistant III	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury	Allied Health Sciences
<b>Richard D Ginsburg</b>	Associate Professor	BFA, Hofstra University; MFA, CUNY Brooklyn College	Theatre & Dance
<b>Louis V Gioia</b>	Professor	MS, St Johns Univ Jamaica; BS, St Francis College NY	Math/Computer Science/Info Tec
<b>Julia Giordano</b>	Professor	MA, Columbia Univ Columbia College; MPHI, Columbia Univ Columbia College; BA, Univ South Florida; PHD, Columbia Univ Columbia College	English
<b>Holly E Giordano</b>	Associate Professor	BA, Hofstra University; MS, SUNY Coll Stony Brook	Engineering/Physics/Tech
<b>Jeanne K Golan</b>	Associate Professor	MMA, Univ Rochester; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2003; BA, Yale University; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2011	Music
<b>Kerry Golde</b>	Associate Professor	MA, Manhattanville College; BA, SUNY Coll Purchase; MED, CW Post - LIU	Reading/BEP
<b>Susan E Goldson</b>	Assistant Professor	BS, St Johns Univ Jamaica; MS, SUNY Coll Stony Brook	Administrative Business Tech
<b>Rosann M Gonzalez</b>	Instructor	MS, St Johns Univ Jamaica; PHD, St Johns Univ Jamaica; BS, Adelphi University	Biology
<b>Ronald J Goodridge</b>	Assistant Professor	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College	Math/Computer Science/Info Tec
<b>Patricia Goodwin</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Allied Health Sciences
<b>Joan L Gordon</b>	Professor	MA, Univ Iowa; BA, Univ Iowa; PHD, Univ Iowa	English
<b>Linda Gorman</b>	Professor	MLS, CUNY Queens College NY; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Librarianship 2008	Library

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<b>Shepard B Gorman</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; MS, SUNY Center Albany; BA, SUNY Coll Stony Brook; MA, Hofstra University; PHD, Hofstra University	Psychology
<b>Jason G Gorman</b>	Associate Professor	BFA, CW Post - LIU; State University Chancellor's Award, Excellence in Teaching 2009; MA, CW Post - LIU; AAS, SUNY Suffolk Co CC Riverhead	Art
<b>Marilyn E Gotkin</b>	Professor	MS, CW Post - LIU; MPH, CUNY-Graduate/U Ctr; PHD, CUNY-Graduate/U Ctr; BA, Adelphi University	Biology
<b>Franklin E Graham</b>	Technologist III	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury	Math/Computer Science/Info Tec
<b>Joseph C Gray</b>	Professor	BBA, St Johns Univ Jamaica; MBA, St Johns Univ Jamaica	Accounting and Business Admin
<b>James P Green</b>	TV/Radio Production Director	MS, CW Post - LIU; BS, St Johns Univ Jamaica	Media
<b>Barbara Gregorio</b>	Professor	MS, Adelphi University; BBA, Dowling College; AAS, Suffolk Co Community College	Accounting and Business Admin
<b>Debra J Grodenchik</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; PHD, CUNY-Graduate/U Ctr; BS, Pace Univ Plsntvlle/Briarcliff	Reading/BEP
<b>Jeffrey Gross</b>	Technologist II	AA, SUNY Nassau Cmty College; BS, SUNY Farmingdale	Information Technology
<b>Sharon Grossman</b>	Associate Professor	BS, Univ Arizona; MS, Univ Arizona	Grant In Process
<b>Ray Guarino</b>	Technical Assistant III	AAS, SUNY Nassau Cmty College; BS, Nyack College	Engineering/Physics/Tech
<b>Dianne Guarino</b>	Assoc Director Admissions	BS, SUNY Binghamton; MS, Polytechnic Univ Brooklyn; State University Chancellor's Award, Excellence in Professional Service 2001	Admissions
<b>Alison Guest</b>	Instructor		Art
<b>Curtis R Guillian</b>	Administrative Assistant II	AA, SUNY Nassau Cmty College; BS, Northeastern University	Physical Education Complex
<b>Fran T Gulinello</b>	Associate Professor	MPHI, CUNY-Graduate/U Ctr; BA, CUNY Queens College NY; PHD, CUNY-Graduate/U Ctr	Communications

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<b>Helene Guttenberg-Menco</b>	Associate Professor	BA, Barnard College Columbia Univ; MA, Teachers College Columbia Univ; State University Chancellor's Award, Excellence in Professional Service 2008	Student Personnel Services
<b>Mark H Gwydir</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; BA, Adelphi University	Math/Computer Science/Info Tec
<b>Heather L Habibi</b>	Administrative Assistant II	BS, SUNY Coll Oneonta; MS, Hofstra University	Academic Advisement
<b>Patricia A Halcrow</b>	Assistant Professor	MSW, SUNY Coll Stony Brook; MA, Univ Tennessee Knoxville; BA, SUNY Coll Stony Brook; AA, Suffolk Co Community College; PHD, Univ Tennessee Knoxville; State University Chancellor's Award, Excellence in Faculty Services 2010	Sociology
<b>Mark S Halfon</b>	Professor	MA, San Francisco State University; PHD, Cuny-Graduate/U Ctr	Philosophy
<b>Lyle A Hallowell</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2003; BA, Wartburg College; PHD, Univ Minnesota Minneapolis	Sociology
<b>Adam Haridopolos</b>	Professor	MA, CUNY City College of NY; PHD, New York University	English
<b>Norman Harris</b>	Associate Professor	MS, Adelphi University; AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY	Physical Sciences
<b>Ann Harrison</b>	Technical Assistant I	BA, Yeshiva University New York; JD, Yeshiva University New York	Legal Studies
<b>Randy Hayman</b>	Assistant Professor	BA, CUNY Brooklyn College; MS, Columbia Univ Columbia College	English
<b>Emily Hegarty</b>	Assistant Professor	BA, Suffolk University; MA, Northeastern University; PHD, Cuny-Graduate/U Ctr	English
<b>Ann Heslop</b>	Instructor	BS, SUNY Health Sci Ctr Brooklyn; AAS, CUNY Queensborough CC; MS, Molloy College	Nursing
<b>Charles Hicks</b>	Instructor	BA, CUNY Queens College NY; PHD, Cuny-Graduate/U Ctr	Chemistry
<b>Holly Hilary</b>	Assistant Professor	State University Chancellor's Award, Excellence in Teaching 2000; MA, Hofstra University; PHD, Hofstra University	Psychology

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<b>Juan C Hinojosa</b>	Administrative Assistant I	AS, SUNY Nassau Cmty College; BS, SUNY Coll Stony Brook	Distance Education
<b>Sidney H Hochman</b>	Professor	MA, CUNY Queens College NY; BA, CUNY Queens College NY; PHD, Cuny-Graduate/U Ctr	Psychology
<b>Robert L Hodge Jr</b>	Assistant Professor	BS, Manhattan College; JD, Hofstra University	Criminal Justice
<b>Gloria Hoerning</b>	Clinical Instructor	BS, SUNY Coll Stony Brook; AS, SUNY Farmingdale	Allied Health Sciences
<b>Terrance Hoffman</b>	Associate Professor	State University Chancellor's Award, Excellence in Teaching 1999; MA, SUNY Coll Stony Brook; AAS, SUNY Suffolk Co CC Selden; BS, St Josephs Coll Patchogue	Criminal Justice
<b>Madeline E Hogan</b>	Professor	MS, Adelphi University; BSN, Molloy College; State University Chancellor's Award, Excellence in Teaching 2007	Nursing
<b>Dean J Holzmann</b>	Instructor	BA, Hofstra University; JD, Touro College	Legal Studies
<b>Ed Hom</b>	Technical Assistant III	AS, SUNY Nassau Cmty College; BS, Hofstra University	Math/Computer Science/Info Tec
<b>Donna Hope</b>	Assistant Professor	BBA, Hofstra University; AAS, SUNY Fashion Inst Tech; MBA, Dowling College	Marketing & Retailing
<b>Barbara R Horn</b>	Professor	State University Chancellor's Award, Excellence in Teaching 1996; BA, Univ Missouri Columbia; PHD, Cuny-Graduate/U Ctr; MA, Univ Missouri Columbia	English
<b>Sara Hosey</b>	Assistant Professor	BA, Catholic Univ America; PHD, Univ Wisc Madison; MA, Univ Wisc Madison	English
<b>James J Hoyt</b>	Professor	MA, Teachers College Columbia Univ; BA, Montclair State University; PHD, New York University; State University Chancellor's Award, Excellence in Professional Service 1998	Student Personnel Services
<b>Virginia Hromulak</b>	Assistant Professor	MA, Westrn Connecticut State Univ; PHD, Fordham University; BA, SUNY Coll Purchase	English
<b>Earl M Hudgins</b>	Technical Assistant III	BS, Adelphi University	Student Personnel Services
<b>R. Daniel Hughes</b>	Assistant Professor	BA, Otterbein College; MM, Eastman School Of Music	Music

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<b>Rosanne M Humes</b>	Associate Professor	BA, Molloy College; MLS, CUNY Queens College NY; AA, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Librarianship 2009	Library
<b>Heather L Huntington</b>	Instructor	AS, SUNY Nassau Cmty College; MA, Teachers College Columbia Univ; BS, Univ Maryland College Park	Math/Computer Science/Info Tec
<b>Elizabeth A Hynes-Musnisky</b>	Instructor	BA, Molloy College; MS, Hofstra University	Reading/BEP
<b>Liz Iglesias</b>	Associate Registrar	State University Chancellor's Award, Excellence in Professional Service 2005; AAS, New York Inst Tech; MPS, New York Inst Tech; BS, New York Inst Tech	Registrar
<b>Fred S Intiso</b>	Technologist I	BS, Rochester Inst Tech; AS, SUNY Nassau Cmty College	Information Technology
<b>Lawrence Jacob</b>	Assistant Professor	AA, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn	Allied Health Sciences
<b>Marquita L James</b>	Professor	MA, Seton Hall University; MA, New York University; State University Chancellor's Award, Excellence in Teaching 1981; BA, Wilberforce University	History/Pol Sci/Geography
<b>Cathy Jansen</b>	Professor	AA, SUNY Nassau Cmty College; BSN, Molloy College; MA, New York University	Nursing
<b>Kathrine Jason</b>	Associate Professor	MFA, Columbia Univ Columbia College; BA, Bard College	English
<b>Mohammad Javadi</b>	Associate Professor	ME, Manhattan College; MS, Adelphi University; BE, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2008	Math/Computer Science/Info Tec
<b>Kenneth V Jenkins</b>	Professor	MA, Teachers College Columbia Univ	Africana Studies
<b>Orval A Jewett</b>	Associate Professor	MA, CUNY Brooklyn College; MS, Fordham University; BA, Evergreen State College; MSW, Fordham University	Student Personnel Services
<b>Dolisha A Jones</b>	Assistant Professor	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Hofstra University	Biology
<b>Alice C Jones</b>	Associate Professor	BS, West Chester University Pa; MS, Molloy College	Allied Health Sciences

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<b>Laurie Joseph</b>	Associate Professor	State University Chancellor's Award, Excellence in Professional Service 2010; AA, SUNY Nassau Cmty College; MS, Boston University; BA, Monmouth University	Student Personnel Services
<b>Christopher Jusino</b>	Technical Assistant I	BA, CUNY Queens College NY	Music
<b>Suzanne L Kaebnick</b>	Associate Professor	PHD, SUNY Coll Stony Brook; BA, Earlham College	English
<b>Russell Stuart Kane</b>	Instructor	BA, Hofstra University; MA, Gallaudet University	Communications
<b>Shulamith Kane</b>	Associate Professor	BA, Marymount Manhattan College; MA, Hofstra University	Health/Physical Ed/Recreation
<b>Stuart M Kaplan</b>	Associate Professor	MS, Hofstra University; BS, SUNY Coll Cortland	Math/Computer Science/Info Tec
<b>Dean Karras</b>	Assistant Professor	MS, Hofstra University; BS, St Johns Univ Jamaica	Health/Physical Ed/Recreation
<b>James Kaspar</b>	Assistant Professor	MBA, Adelphi University; BBA, Adelphi University	Accounting and Business Admin
<b>Darshna Katwala</b>	Assistant Professor	MED, Rutgers University; BA, Rutgers University	Reading/BEP
<b>Bernard Katz</b>	Professor	PHD, Univ Maryland College Park	Psychology
<b>Caroline E Kaufmann</b>	Assistant Professor	AAS, SUNY Nassau Cmty College; BSN, Adelphi University	Allied Health Sciences
<b>Charles J Kean</b>	Administrative Assistant III	AA, SUNY Nassau Cmty College; BS, CW Post - LIU	Registrar
<b>Catherine D Kelly</b>	Professor	BA, SUNY Coll Purchase; PHD, Cornell University; State University Chancellor's Award, Excellence in Teaching 1998	Biology
<b>Kevin M Kelly</b>	Assistant Professor	BA, CUNY York College NY	Music
<b>Andrzej Kempisty, Jr.</b>	Technologist I	BS, St Johns Univ Jamaica	Information Technology
<b>Georgette Keneally</b>	Technologist III	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College	Information Technology
<b>Sharon D Keneally</b>	Instructor	AA, SUNY Nassau Cmty College; BS, Johnson & Wales University	Hotel & Restaurant Tech
<b>Mony Kennedy</b>	Instructor	MA, CUNY Queens College NY; BA, CUNY Queens College NY	Math/Computer Science/Info Tec
<b>Barbara Kennedy</b>	Assistant Professor	MS, Adelphi University; AAS, CUNY Queensborough CC; BS, Adelphi University	Nursing

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<b>James Kiefer</b>	Instructor	AAS, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn; AS, SUNY Farmingdale	Allied Health Sciences
<b>Deborah A Kilmnick</b>	Instructor	MA, New York University; BA, SUNY Coll Oneonta	Communications
<b>Eunsil Kim</b>	Assistant Director Admissions	AA, SUNY Nassau Cmty College; BS, New York University; MA, Hofstra University	International Education
<b>Deborah A Kimbrough-Lowe</b>	Professor	State University Chancellor's Award, Excellence in Professional Service 2000; MED, Boston University; State University Chancellor's Award, Excellence in Professional Service 2003	Student Personnel Services
<b>Amy King</b>	Assistant Professor	MA, SUNY Univ At Buffalo; MFA, CUNY Brooklyn College; BS, Towson University	English
<b>Ida Klikovac</b>	Instructor	MA, Adelphi University; BS, Adelphi University	Math/Computer Science/Info Tec
<b>Gary L Klinger</b>	Associate Professor	State University Chancellor's Award, Excellence in Teaching 2003; BS, SUNY Health Sci Ctr Brooklyn; MA, New York University; PHD, New York University	Allied Health Sciences
<b>Vladimir Konovalioug</b>	Associate Professor	BA, Russia; DA, SUNY Coll Stony Brook; MA, Russia	Foreign Languages
<b>Anne T Kopstein</b>	Instructor	BS, Ohio Univ Athens; MS, Pace Univ Plsntville/Briarcliff; MS, SUNY Coll Stony Brook	Nursing
<b>Lisa J Korman</b>	Instructor	PSYD, Yeshiva University New York; MED, CUNY Queens College NY; BA, Boston University	Psychology
<b>Jerry A Kornbluth</b>	Instructor	BS, Bowling Green St Univ Bwlng Gr; MBA, Hofstra University; PHD, Hofstra University	Math/Computer Science/Info Tec
<b>Diane N Kramer</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; MA, New York University; PHD, New York University	Psychology
<b>Paula M Kreinbihl</b>	Assistant Professor	MS, CW Post - LIU; BS, CW Post - LIU	Math/Computer Science/Info Tec
<b>Caryn Krupa</b>	Instructor	AAS, SUNY Nassau Cmty College; BS, SUNY Coll Cortland; MA, Hofstra University	Reading/BEP

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<b>Allen C Kupfer</b>	Associate Professor	BA, CUNY Hunter College; MA, LIU - Brooklyn	English
<b>Phyllis P Kurland</b>	Professor	MA, New York University; BA, CUNY Brooklyn College	Student Personnel Services
<b>Mary Ellen LaSala</b>	Associate Professor	BS, CUNY Hunter College; MS, Wagner College	Nursing
<b>Joan B Lacher</b>	Assistant Professor	MS, CW Post - LIU; BA, CUNY Herbert H Lehman College	Accounting and Business Admin
<b>Matthew N Lacombe</b>	Technical Assistant I	AA, SUNY Nassau Cmty College	Art
<b>Vasiliki Lagakis</b>	Assistant Professor	AA, CUNY Bronx Cmty College; MA, Teachers College Columbia Univ; BA, CUNY Herbert H Lehman College; MED, Teachers College Columbia Univ; EDD, Teachers College Columbia Univ	Reading/BEP
<b>Colleen E Lamb</b>	Clinical Instructor	AAS, SUNY Nassau Cmty College; MS, Mercy College Dobbs Ferry; BS, Mercy College Dobbs Ferry	Allied Health Sciences
<b>Michele Landau</b>	Technical Assistant III	AS, SUNY Nassau Cmty College; BS, CUNY John Jay Coll Crmnl Justc	Biology
<b>Lucy G Landesberg</b>	Professor	MS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 1995; MA, CUNY Hunter College; BA, Brandeis University	Reading/BEP
<b>Mary F Lannon</b>	Instructor	BS, Penn State Univ-Main; MA, Fordham University; PHD, SUNY Center Albany; BA, Penn State Univ-Main	English
<b>Robert M Lazaroff</b>	Assistant Professor	State University Chancellor's Award, Excellence in Teaching 2011; BS, Emerson College; PHD, Cuny-Graduate/U Ctr; MA, CUNY Herbert H Lehman College	English
<b>Kristin Le Veness</b>	Associate Professor	BA, St Johns Univ Jamaica; PHD, United Kingdom; MA, St Johns Univ Jamaica	English
<b>Fannie E Lee</b>	Administrative Assistant III	AA, SUNY Suffolk Co CC Brentwood; BS, Molloy College	Financial Aid Office
<b>Jacqueline Lee</b>	Associate Professor	BS, Cornell University; AAS, SUNY Farmingdale; MS, Penn State Univ-Main	Biology
<b>Chee-Meng Lee</b>	Professor	MS, Southrn Illinois Univ Carbndle; BS, Southrn Illinois Univ Carbndle	Engineering/Physics/Tech

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<b>Gregory J Lehenbauer</b>	Associate Professor	BS, Valparaiso University; MS, University Of Kansas	Physical Sciences
<b>Kenneth F Lemp</b>	Technologist III	AS, SUNY Nassau Cmty College; MA, Hofstra University; BA, Adelphi University	Math/Computer Science/Info Tec
<b>Deborah R Levine</b>	Professor	MA, CUNY Brooklyn College; BS, CUNY Brooklyn College; PHD, New York University	Math/Computer Science/Info Tec
<b>Barbara Levy</b>	Associate Professor	BS, CUNY City College of NY; MS, CW Post - LIU	Reading/BEP
<b>Stefanie Lewis</b>	Instructor	BA, Hofstra University; MA, New York University	Communications
<b>Lois Lichter</b>	Assoc Director Financial Aid	AA, SUNY Nassau Cmty College; MS, CW Post - LIU; BA, SUNY Empire State College	Financial Aid Office
<b>Ronald Lieber</b>	Assistant Professor	MFA, Columbia Univ Columbia College; BS, Coll William And Mary	English
<b>Suzanne B Liff-Manz</b>	Associate Professor	BA, SUNY Coll Cortland; MS, CUNY Queens College NY; State University Chancellor's Award, Excellence in Teaching 2007	Reading/BEP
<b>Chia-Ling Lin</b>	Associate Professor	State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2007; MA, Teachers College Columbia Univ; MS, Teachers College Columbia Univ; PHD, Teachers College Columbia Univ; BA, Rutgers University	Math/Computer Science/Info Tec
<b>Dorotea A Litvak</b>	Professor	MA, New York University; BA, Mexico; PHD, New York University	English
<b>Zhanshu Liu</b>	Associate Professor	PHD, Univ Oregon; MA, CUNY Coll Staten Island	English
<b>James A Lombardo</b>	Technologist III	AAS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Professional Service 2002; BS, Hofstra University	Inst. Effect & Strategic Planning
<b>Wendy A Lowenfeld</b>	Associate Professor	BA, Hofstra University; MA, Hofstra University	Reading/BEP
<b>Tanya M Lowenstein</b>	Assistant Professor	BS, Indiana Univ Bloomington	Marketing & Retailing
<b>Noreen Lowey</b>	Professor	AAS, SUNY Nassau Cmty College; MS, New York Inst Tech; BS, CW Post - LIU	Administrative Business Tech

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Hamilton Lozada</b>	Technologist I	AS, Devry University Addison II; BS, Devry University Addison II; MBA, Devry University Addison II	Information Technology
<b>Jack Lubowsky</b>	Associate Professor	BEE, CUNY City College of NY; PHD, Polytechnic Univ Brooklyn; MS, Polytechnic Univ Brooklyn; State University Chancellor's Award, Excellence in Teaching 2011	Math/Computer Science/Info Tec
<b>Barbara C Lucas</b>	Associate Professor	PHD, SUNY Coll Stony Brook; BA, CUNY Hunter College; MA, CW Post - LIU	English
<b>Lois T Lucca</b>	Professor	AS, SUNY Nassau Cmty College; MS, St Johns Univ Jamaica; BS, CW Post - LIU	Allied Health Sciences
<b>Richard C Lucian</b>	Professor	MS, Adelphi University; PHD, Adelphi University	Engineering/Physics/Tech
<b>Pat C Lupino</b>	Assistant Professor	MBA, CW Post - LIU; BS, CW Post - LIU	Marketing & Retailing
<b>William Lyons</b>	Technical Assistant I		Audio-Visual
<b>Edward Mack</b>	Associate Professor	MA, Adelphi University; BS, Adelphi University	Health/Physical Ed/Recreation
<b>Al W Maddaluno</b>	Associate Professor	BS, CUNY Queens College NY; AA, SUNY Nassau Cmty College; MS, CUNY Queens College NY	Health/Physical Ed/Recreation
<b>Jeanette Madsen</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Administrative Business Tech
<b>Robert A Madura</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Hotel & Restaurant Tech
<b>Jane Maher</b>	Professor	MA, Columbia Univ Columbia College; BA, CUNY Coll Staten Island; AA, CUNY Coll Staten Island; PHD, New York University	Reading/BEP
<b>Izolda Maksym</b>	Assistant Professor	MFA, Parsons School Design; AA, SUNY Nassau Cmty College; BFA, New York Inst Tech	Art
<b>Daniel A Maldonado</b>	Administrative Assistant I	AA, SUNY Nassau Cmty College; BS, SUNY Coll Old Westbury	Admissions
<b>Naomi R Malmud</b>	Professor	MED, Temple University; BS, SUNY Coll Brockport; State University Chancellor's Award, Excellence in Teaching 1976; PHD, New York University	Health/Physical Ed/Recreation
<b>Jack K Mandel</b>	Professor	BBA, CUNY Baruch College; MBA, CUNY Baruch College	Marketing & Retailing

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Maria A Mann</b>	Professor	MPHI, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr	Foreign Languages
<b>Abraham Mantell</b>	Professor	BS, Rensselaer Poly Institute; AS, SUNY Nassau Cmty College; MS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Christine Marchese</b>	Instructor	BBA, Hofstra University; MBA, Adelphi University	Accounting and Business Admin
<b>Hedda C Marcus</b>	Professor	MA, CUNY Queens College NY; State University Chancellor's Award, Excellence in Teaching 1997; BA, CUNY Queens College NY	English
<b>Harry Marenstein</b>	Assistant Professor	MA, Cleveland Institute Music; BA, SUNY Coll Geneseo	Music
<b>Jessica Marra</b>	Instructor	MA, Adelphi University; BS, Adelphi University	Health/Physical Ed/Recreation
<b>Diane C Martin</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; MS, CUNY Queens College NY	Psychology
<b>Jay Martin</b>	Associate Professor	MS, Polytechnic Univ Brooklyn; BS, Polytechnic Univ Brooklyn	Math/Computer Science/Info Tec
<b>Julio Marzan</b>	Professor	BA, Fordham University; MFA, Columbia Univ Columbia College; PHD, New York University	English
<b>Salvatore J Masi</b>	Instructor	BS, SUNY Binghamton; DC, Univ Bridgeport	Allied Health Sciences
<b>Sharon Masrour</b>	Assistant Professor	MS, Hofstra University; BA, Dowling College; AA, SUNY Suffolk Co CC Brentwood	Reading/BEP
<b>Michael F Mastellone</b>	Assistant Professor	MPA, CW Post - LIU; BA, Dowling College; AAS, SUNY Farmingdale	Mortuary Science
<b>Johanna Mastrototaro</b>	Instructor	MA, CUNY Queens College NY; BA, Adelphi University	English
<b>Susan A Maurer</b>	Instructor	BS, SUNY Empire State College; DA, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	History/Pol Sci/Geography
<b>Baruch A May</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; PHD, Univ Pittsburgh Bradford; MS, Duquesne University	Biology
<b>Janis T Mazza</b>	Technical Assistant I	MS, CW Post - LIU; MS, Capella University; BS, CW Post - LIU	Math/Computer Science/Info Tec

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Lynn Mazzola</b>	Professor	BBA, Hofstra University; State University Chancellor's Award, Excellence in Teaching 1995; MBA, CW Post - LIU	Accounting and Business Admin
<b>Cheryl A McBride</b>	Instructor	MA, New York Inst Tech; BS, SUNY Coll New Paltz	Art
<b>Jeanne McCarthy</b>	Instructor	AAS, SUNY Nassau Cmty College; BS, Molloy College	Allied Health Sciences
<b>Barbara A McFadden</b>	Associate Professor	MA, New York University; BS, Molloy College	Nursing
<b>Marcia McNair</b>	Sabbatical	BA, Dartmouth College; MA, New York University	English
<b>Maryellen K McNamara</b>	Professor	AS, SUNY Nassau Cmty College; BS, Fairfield University; MBA, Adelphi University	Marketing & Retailing
<b>Donna M Mcilwraith-Seidl</b>	Associate Professor	MS, CW Post - LIU; BA, CW Post - LIU; MA, SUNY Coll Stony Brook	Library
<b>Alfredo Mellace</b>	Instructor	MS, Seton Hall University; PHD, Seton Hall University; BS, Pace Univ New York City	Chemistry
<b>Debra Mendelson</b>	Instructor	BS, Adelphi University; MS, Molloy College	Nursing
<b>Christopher R Merlo</b>	Associate Professor	BA, Molloy College; MS, Univ Vermont	Math/Computer Science/Info Tec
<b>Rochelle Meyer</b>	Professor	MS, Univ Wisc Madison; PHD, Univ Wisc Madison; BS, Univ Michigan Ann Arbor	Math/Computer Science/Info Tec
<b>Diana Marie Milillo-Portugal</b>	Assistant Professor	BA, SUNY Coll Stony Brook; MA, Univ Connecticut; PHD, Univ Connecticut	Psychology
<b>Jean Miller</b>	Associate Professor	State University Chancellor's Award, Excellence in Teaching 2000; BS, SUNY Coll Oneonta; MS, SUNY Coll Oneonta; State University Chancellor's Award, Excellence in Professional Service 2001	Reading/BEP
<b>George M Miller</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 1975; BA, Adelphi University	Math/Computer Science/Info Tec
<b>Debra L Miller</b>	Clinical Instructor	BS, CW Post - LIU	Allied Health Sciences
<b>Maryam Faisal Mirza</b>	Technologist I	BS, National U Sci Tech Pakistan	Distance Education
<b>Susan F Mitchell</b>	Director of Special Programs	MA, Adelphi University	Intramurals

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<b>William Moeck</b>	Associate Professor	BA, St Johns College Md; MPHI, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr	English
<b>Donna C Mon</b>	Instructor	BA, Rosemont College; MS, CW Post - LIU	Reading/BEP
<b>Anne M Monaco</b>	Assistant Professor	BA, Ladycliff College; MS, Hofstra University; MA, Northeastern University	Reading/BEP
<b>Carolyn A Monastra</b>	Sabbatical	BA, Fordham University; MFA, Yale University	Art
<b>Marilyn Monroe</b>	Assoc Director Admissions	State University Chancellor's Award, Excellence in Professional Service 2000; MED, Boston University; BA, Boston University	Admissions
<b>Eileen Morrison-Darren</b>	Technical Assistant III	MBA, SUNY Binghamton; BA, CUNY Queens College NY	Theatre & Dance
<b>Richard P Moscatelli</b>	Assistant Professor	MA, SUNY Coll Stony Brook; BS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Adrienne M Motel</b>	Instructor	AA, SUNY Nassau Cmty College; BA, CUNY Queens College NY	Legal Studies
<b>Patti Anne Murphy</b>	Professor	MS, Adelphi University; PHD, Adelphi University; BS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 2008	Nursing
<b>Myrna Nachman</b>	Professor	DMA, Yale University; MA, CUNY Queens College NY; MMA, Yale University; BA, CUNY Brooklyn College	Music
<b>Alec Naiman</b>	Associate Professor	BA, New York University; MA, New York University	Communications
<b>Kevin Nakamura</b>	Technologist I	BA, SUNY Coll Stony Brook	Information Technology
<b>Dean Nataro</b>	Assistant Professor	MS, Adelphi University; BS, Union College NY	Math/Computer Science/Info Tec
<b>Ralph Nazareth</b>	Professor	BA, India; MA, India; PHD, Sunny-Stonybrook Hlth S	English
<b>Nedra Neal</b>	Assistant Professor	MM, Univ Michigan Ann Arbor	Music
<b>Eugene Neifach</b>	Administrative Assistant III	MS, CUNY Brooklyn College; BFA, Pratt Institute	Distance Education
<b>Susan J Newlin-Wagner</b>	Assistant Professor	MA, Adelphi University; BA, Adelphi University	Reading/BEP
<b>Richard J Newman</b>	Professor	BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook	English
<b>Natika Newton</b>	Associate Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Scholarship and Creative	Philosophy

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		Activities 2005; BA, Wellesley College	
<b>Richard C Niemeier</b>	Laboratory Technician	MBA, Post University	Engineering/Physics/Tech
<b>Cheryl Novins</b>	Associate Professor	MS, Dowling College; BA, Dowling College; PHD, Dowling College	Reading/BEP
<b>David H Nugent</b>	Instructor	MBA, Adelphi University; BBA, Adelphi University	Accounting and Business Admin
<b>Thomas J O'Beirne</b>	Administrative Assistant I	BA, Siena College	Admissions
<b>Thomas G O'Brien</b>	Professor	EDD, Nova Southeastern Univ; AS, SUNY Nassau Cmty College; BA, St Johns Univ Jamaica; MS, CW Post - LIU	Biology
<b>Laura A O'Connell</b>	Instructor	AA, SUNY Nassau Cmty College; BS, New York University; MA, New York University	Communications
<b>Deirdre O'Connor</b>	Assistant Professor	MA, New York Inst Tech; BS, James Madison University	Communications
<b>Frances N O'Connor</b>	Professor	PHD, SUNY Coll Stony Brook; AA, SUNY Nassau Cmty College; MA, CW Post - LIU; BA, CW Post - LIU	English
<b>Deborah OBrien-Smith</b>	Professor	BA, Pace U-White Plains; MA, Teachers College Columbia Univ; MS, CUNY Queens College NY; State University Chancellor's Award, Excellence in Teaching 2006	Reading/BEP
<b>Heidi M OConnell</b>	Instructor	AAS, SUNY Nassau Cmty College; MS, St Johns Univ Jamaica; BS, CW Post - LIU	Marketing & Retailing
<b>Steve M Ochani</b>	Technologist III	AAS, SUNY Nassau Cmty College; BS, Univ Phoenix; AS, SUNY Nassau Cmty College	Math/Computer Science/Info Tec
<b>Angela Oglesby</b>	Assistant Professor	MS, Fordham University; MA, Westrn Governors University; BS, SUNY Coll Old Westbury	Math/Computer Science/Info Tec
<b>Stephen B Ogumah</b>	Instructor	MFA, CUNY Brooklyn College; BA, Nigeria; MA, St Johns Univ Jamaica	Communications
<b>William Okeefe</b>	Associate Professor	AAS, SUNY Nassau Cmty College; MS, Mercy College Dobbs Ferry; BS, Mercy College Dobbs Ferry; State University Chancellor's Award, Excellence in Teaching 2007	Allied Health Sciences
<b>Kwame Okoampa-Ahoofe</b>	Associate Professor	PHD, Temple University; BA, CUNY City College of NY; MA, Temple University	English

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<b>Caroline Olko</b>	Associate Professor	BA, New York University; State University Chancellor's Award, Excellence in Teaching 2011; PHD, Cuny-Graduate/U Ctr; MA, St Johns Univ Jamaica	Psychology
<b>Mary K Oloughlin</b>	Professor	MS, CUNY Queens College NY; BA, CUNY Queens College NY; PHD, New York University; MA, New Sch Soc Research	Psychology
<b>Lilia E Orlova Jones</b>	Associate Professor	MA, Russia-Moscow State; BS, Russia-Moscow State; PHD, Russia-Moscow State	Math/Computer Science/Info Tec
<b>Anna Orologio</b>	Instructor	MS, Adelphi University; BA, CW Post - LIU	Student Personnel Services
<b>Joseph S Osovet</b>	Technical Assistant I	BS, SUNY Empire State College; AA, SUNY Nassau Cmty College; MA, SUNY Empire State College	Criminal Justice
<b>Garry Ouellette</b>	Technical Assistant II	AS, SUNY Nassau Cmty College	Music
<b>Charles Owusu</b>	Professor	MLS, St Johns Univ Jamaica; BA, Ghana; MA, St Johns Univ Jamaica	Library
<b>Ann M Pagnotta</b>	Professor	BA, St Johns Univ Jamaica; MS, Hofstra University; MED, CUNY Queens College NY; State University Chancellor's Award, Excellence in Teaching 1998	Math/Computer Science/Info Tec
<b>Dara Palmer</b>	Clinical Instructor	AAS, SUNY Nassau Cmty College	Allied Health Sciences
<b>Maureen J Palmieri</b>	Associate Professor	MFA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2009; BA, CUNY Queens College NY	Art
<b>Rodney Patterson</b>	Associate Professor	PHD, Temple University; MA, Temple University	English
<b>Tonia L Payne</b>	Associate Professor	MPHI, Cuny-Graduate/U Ctr; PHD, Cuny-Graduate/U Ctr; BA, Univ Colorado Boulder	English
<b>David E Pecan</b>	Instructor	MA, CW Post - LIU; BA, Bennington College	English
<b>Mary A Peck</b>	Professor	BA, SUNY Coll Buffalo; MED, SUNY Univ At Buffalo	Student Personnel Services
<b>James F Peluso</b>	Instructor	BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Myrna F Pereira</b>	Assoc Director Admissions	MED, Lesley University; BA, Brandeis University; MSW, Adelphi University	Admissions

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>John W Pereira</b>	Assistant Professor	BA, CUNY Queens College NY; PHD, CUNY-Graduate/U Ctr; MA, CUNY City College of NY	Theatre & Dance
<b>John A Perrotto</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 1996; DC, New York Chiropractic College; BS, SUNY Center Albany	Biology
<b>Mary A Pervelis</b>	Professor	BSN, Regents College; MS, CUNY Hunter College	Nursing
<b>Joseph J Pescatore</b>	Associate Professor	BFA, Parsons School Design; MA, New York University	Marketing & Retailing
<b>Darren R Petronella</b>	Associate Professor	BA, SUNY Binghamton; MS, Hofstra University; State University Chancellor's Award, Excellence in Professional Service 2009	Student Personnel Services
<b>Molly Phelps Ludmar</b>	Assistant Professor	BA, Randolph-Macon College; MS, East Carolina University	Student Personnel Services
<b>Joseph Anthony Pilaro</b>	Instructor	BA, Univ Vermont; MA, Univ Maryland College Park	English
<b>Paul D Pilipshen</b>	Administrative Assistant I	AS, SUNY Nassau Cmty College	Information Technology
<b>Adam G Pilipshen</b>	Administrative Assistant I	AS, SUNY Nassau Cmty College	Distance Education
<b>Meta Plotnik</b>	Professor	PHD, CUNY City College of NY; MA, CUNY City College of NY; State University Chancellor's Award, Excellence in Teaching 1998	English
<b>Kathryn M Podwall</b>	Professor	BS, Univ Illinois Urbana; MA, New York University; State University Chancellor's Award, Excellence in Teaching 2004	Biology
<b>Robert A Pollack</b>	Professor	AA, SUNY Nassau Cmty College; MS, CW Post - LIU; BA, CW Post - LIU	Allied Health Sciences
<b>Guy Pollio</b>	Assistant Professor	MA, Univ Calif Irvine; PHD, Univ Calif Irvine; BA, Michigan State University	English
<b>Lori E Postner</b>	Associate Professor	MS, Clemson University; BA, Coll Holy Cross; PHD, Univ Washington Seattle	Math/Computer Science/Info Tec
<b>Christopher J Poulos</b>	Assistant Professor	MA, Harvard Undergrad Adm	History/Pol Sci/Geography
<b>Mahmood Pournazari</b>	Instructor	MS, Adelphi University; BA, CUNY Queens College NY	Math/Computer Science/Info Tec

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>George Powers</b>	Associate Professor	MA, Adelphi University; BS, Roanoke College	Health/Physical Ed/Recreation
<b>Kumkum Prabhakar</b>	Professor	MS, India; PHD, India; State University Chancellor's Award, Excellence in Teaching 2002; BS, India; State University Chancellor's Award, Excellence in Faculty Services 2010	Biology
<b>Timothy Prohinsie</b>	Technical Assistant I	BS, Centrl Connecticut St Univ; MS, LIU - Brooklyn	Health/Physical Ed/Recreation
<b>Francesco Pupa</b>	Instructor	MPHI, Cuny-Graduate/U Ctr; BA, SUNY Coll Stony Brook; PHD, Cuny-Graduate/U Ctr	Philosophy
<b>Debra Puzzo</b>	Technical Assistant III	AA, SUNY Nassau Cmty College; BA, Adelphi University	Art
<b>Kristin L Quinn</b>	Associate Professor	MS, Dowling College; BA, Univ of Pennsylvania	Reading/BEP
<b>Dorothy Rabbene</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Administrative Business Tech
<b>Patricia M Radecki</b>	Sabbatical	BA, Wayne State University; MA, Wayne State University; DA, Univ Michigan Ann Arbor	English
<b>Wayne T Ramsey</b>	Professor	State University Chancellor's Award, Excellence in Teaching 1997; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook	Physical Sciences
<b>Richard B Randall</b>	Professor	MA, Hofstra University; AAS, SUNY Suffolk Co CC Riverhead; BBA, Adelphi University	Accounting and Business Admin
<b>Christina M Rau</b>	Instructor	BS, SUNY Coll Oneonta; MFA, CW Post - LIU; MA, Hofstra University	English
<b>Tom Re</b>	Associate Professor	AS, SUNY Nassau Cmty College; MS, Hofstra University; BS, Adelphi University	Math/Computer Science/Info Tec
<b>Maureen C Reeves</b>	Assistant Professor	MSN, Univ Phoenix; AS, SUNY Farmingdale; BS, Molloy College	Nursing
<b>Joseph Reihing</b>	Professor	MBA, St Johns Univ Jamaica; BA, Providence College	Marketing & Retailing
<b>Patrick T Reihing</b>	Professor	BBA, Niagara University	Accounting and Business Admin
<b>David S Reinah</b>	Technologist III	BA, New York Inst Tech	Information Technology
<b>Kimberley Reiser</b>	Professor	BA, Drew University; MS, New York University; PHD, New York University	Biology

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Jim T Rennard</b>	Director of Special Programs	MS, Pace U-White Plains; BBA, Pace Univ New York City; State University Chancellor's Award, Excellence in Professional Service 2009	Distance Education
<b>Deborah Renwick</b>	Technical Assistant III	AAS, SUNY Nassau Cmty College; MPA, CW Post - LIU; BS, SUNY Coll Old Westbury	Biology
<b>Helen D Rice</b>	Assistant Professor	BA, Molloy College; MED, Hofstra University; EDD, Hofstra University	Reading/BEP
<b>Thomas B Rich</b>	Professor	DMIN, NY Theological Sem; AS, Regents Clg; BSN, Regents Clg; MA, Adelphi University; MS, CUNY Herbert H Lehman College	Nursing
<b>Steven Richman</b>	Professor	MA, CUNY Queens College NY; BA, CUNY Queens College NY; PHD, CUNY City College of NY	Psychology
<b>Michael J Riedinger</b>	Instructor	BS, Randolph-Macon College; MED, Hofstra University; MBA, Columbia Univ Columbia College	Math/Computer Science/Info Tec
<b>Lance S Rigano</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; MA, SUNY Coll Stony Brook; BS, SUNY Coll Old Westbury	Physical Sciences
<b>Catherine Ripley</b>	Technical Assistant II	MA, CUNY Queens College NY; BS, CUNY York College NY	Allied Health Sciences
<b>Patricia Rivas</b>	Administrative Assistant III	AAS, SUNY Nassau Cmty College; BS, New York Inst Tech	Academic Advisement
<b>Gustavo Rivera</b>	Asst Director Financial Aid	MS, Fordham University; BS, Touro College	Financial Aid Office
<b>Lisa H Roddini</b>	Technical Assistant III	AA, SUNY Nassau Cmty College; BA, CW Post - LIU	Student Personnel Services
<b>Christopher T Roethel</b>	Assistant Professor	AS, SUNY Nassau Cmty College; MED, CUNY Queens College NY; BS, SUNY Coll Old Westbury	Math/Computer Science/Info Tec
<b>Linda Rohan</b>	Associate Professor	AAS, CUNY City College of NY; BSN, Regents Clg; MS, SUNY Coll Stony Brook; DNP, SUNY Coll Stony Brook	Nursing
<b>Rachel O Rojas</b>	Assistant Professor	BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Filomena N Romano</b>	Sabbatical	BFA, CW Post - LIU; AS, SUNY Suffolk Co CC	Art

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		Riverhead; MFA, CW Post - LIU	
<b>Joanne Rondell</b>	Assistant Professor	MA, CUNY Hunter College; BA, CUNY Brooklyn College	English
<b>Paul Rosa</b>	Associate Professor	PHD, SUNY Coll Stony Brook; BA, Hobart/William Smith College; MA, Univ Virginia; State University Chancellor's Award, Excellence in Teaching 2008	English
<b>Stephen R Rose</b>	Professor	MA, CW Post - LIU; MBA, Adelphi University; BA, Adelphi University	Marketing & Retailing
<b>Jeffrey Rosenfeld</b>	Professor	PHD, SUNY Coll Stony Brook; BA, Univ Rhode Island; MA, CUNY Queens College NY; MA, Univ Mass Amherst	Sociology
<b>David Rosenthal</b>	Technical Assistant II		Marketing & Retailing
<b>David Rosner</b>	Assistant Professor	BA, Trinity College Ct; MA, Boston University	English
<b>Matthew Rotando</b>	Instructor	MA, Univ Arizona; MFA, CUNY Brooklyn College	English
<b>Nancy Rothbaum</b>	Administrative Assistant I	BS, SUNY Health Sci Ctr Brooklyn	Academic Advisement
<b>Maryann Ruane</b>	Clinical Instructor	AAS, CUNY Queensborough CC; BS, Adelphi University	Allied Health Sciences
<b>Robert A Rubin</b>	Professor	State University Chancellor's Award, Excellence in Professional Service 1995	Student Personnel Services
<b>Sharon Russin</b>	Associate Professor	MS, CUNY Queens College NY; State University Chancellor's Award, Excellence in Librarianship 2007; MA, Adelphi University; BA, CUNY Brooklyn College	Library
<b>Leonard Rysdyk</b>	Associate Professor	MA, Univ Calif Berkeley	Reading/BEP
<b>Lawrence Salpeter</b>	Associate Professor	BA, CUNY Queens College NY; MA, Hofstra University	Psychology
<b>Elisa K Salvi</b>	Instructor	BA, New York University; JD, Hofstra University	Legal Studies
<b>Steven B Samuels</b>	Associate Professor	BA, University Of Akron; MA, University Of Akron	Communications
<b>Alexander Sanchioli</b>	Technical Assistant III	BA, SUNY Coll Potsdam	Physical Sciences
<b>Virginia T Sanchioli</b>	Technical Assistant II	AS, SUNY Nassau Cmty College; BA, East Carolina University	Chemistry
<b>Thomas J Sands</b>	Professor	BBA, St Johns Univ Jamaica; MBA, New York Inst Tech	Marketing & Retailing

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Mehmet Sanli</b>	Instructor	MS, Texas Tech University; BS, SUNY Plattsburgh State Univ	Hotel & Restaurant Tech
<b>Karen Santini</b>	Assistant Professor	BS, Regents Clg	Allied Health Sciences
<b>Ricardo J Santos</b>	Associate Professor	MA, SUNY Binghamton; AA, SUNY Nassau Cmty College; BA, SUNY Binghamton; PHD, SUNY Binghamton; State University Chancellor's Award, Excellence in Teaching 2004	English
<b>Stephanie A Sapiie</b>	Sabbatical	MPhi, Cuny-Graduate/U Ctr; BA, Marymount College Fordham Univ	History/Pol Sci/Geography
<b>MaryAnn A Saul</b>	Professor	MS, Adelphi University; PHD, Adelphi University; AAS, SUNY Farmingdale; BS, Suny-Stonybrook Hlth S	Nursing
<b>Neela Saxena</b>	Associate Professor	BA, India; MA, India; PHD, India	English
<b>Rosanne Scarpelli</b>	Associate Professor	MED, American Intercontinental Univ; AAS, SUNY Fashion Inst Tech; BS, SUNY Fashion Inst Tech	Marketing & Retailing
<b>Carole A Schaaf</b>	Technical Assistant II	MED, Hofstra University; BA, Hofstra University; MS, Hofstra University; MS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Eric Schafler</b>	Associate Professor	BS, Cornell University	Hotel & Restaurant Tech
<b>Keith Schilling</b>	Administrative Assistant III	AS, SUNY Nassau Cmty College; BS, St Johns Univ Jamaica	Physical Education Complex
<b>Paul A Schmidt</b>	Instructor	BS, SUNY Empire State College; AS, SUNY Nassau Cmty College; MA, SUNY Coll Stony Brook	Criminal Justice
<b>Ellen S Schmierer</b>	Assistant Professor	BS, SUNY Center Albany; MA, Hofstra University	Math/Computer Science/Info Tec
<b>Frederick Schoenfeld</b>	Professor	BEE, New York University; MS, SUNY Coll Stony Brook	Engineering/Physics/Tech
<b>Andrew J Schopp</b>	Associate Professor	BA, Univ Calif Los Angeles; PHD, Univ Rochester; MA, Univ Rochester	English
<b>Roberta Schroder</b>	Associate Professor	PHD, SUNY Coll Stony Brook; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2006	Economics and Finance
<b>Karin M Schroeder</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College	Mortuary Science

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<b>Chris T Schwertman</b>	Associate Professor	MA, Indiana Univ Bloomington; BA, Mount Holyoke College	English
<b>Cheryl Sears</b>	Professor	AA, SUNY Nassau Cmty College; BS, LIU - Brooklyn; MA, New York University; State University Chancellor's Award, Excellence in Teaching 2004	Health/Physical Ed/Recreation
<b>Jane C Segadelli</b>	Associate Professor	BA, Oberlin College; PHD, St Johns Univ Jamaica	Student Personnel Services
<b>John A Segreti</b>	Technologist I	AAS, SUNY Nassau Cmty College; BPS, SUNY Empire State College	Information Technology
<b>Joann D Seibert</b>	Instructor	BBA, Hofstra University; MS, Hofstra University; MBA, Adelphi University	Math/Computer Science/Info Tec
<b>Nina Shah-Giannaris</b>	Instructor	BS, Polytechnic Univ Brooklyn; MBA, Hofstra University	Engineering/Physics/Tech
<b>Imran Shaw</b>	Technologist I	BS, St Johns Univ Jamaica	Management Info Systems
<b>Ines S Shaw</b>	Associate Professor	State University Chancellor's Award, Excellence in Teaching 2005; BA, University Of Kansas; MA, University Of Kansas; PHD, University Of Kansas	English
<b>Paul J Sheehan</b>	Instructor	MPHI, Columbia Univ Columbia College; BA, CUNY Queens College NY; PHD, Columbia Univ Columbia College; MA, Univ Michigan Ann Arbor	Music
<b>Edward R Shenal</b>	Assistant Professor	MS, Adelphi University; PHD, Adelphi University	Chemistry
<b>David Sher</b>	Professor	PHD, Univ Rochester; MS, Univ Rochester; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2009; BS, Yale University	Math/Computer Science/Info Tec
<b>Phylis D Sherman</b>	Associate Professor	BS, New York Inst Tech; JD, Hofstra University	Legal Studies
<b>William H Shillalies</b>	Assistant Professor	MA, Adelphi University; MFA, CUNY Hunter College	Art
<b>Michael J Sichko</b>	Professor	BS, CUNY City College of NY; State University Chancellor's Award, Excellence in Teaching 1974; MA, CUNY City College of NY	Physical Sciences
<b>Laura Sidorowicz</b>	Professor	State University Chancellor's Award, Excellence in Teaching 2000; BA, CUNY Hunter College; MPHI, Cuny-Graduate/	Psychology

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		U Ctr; PHD, Cuny-Graduate/U Ctr	
<b>Jay R Silverman</b>	Professor	PHD, Univ Virginia	English
<b>Richard J Silvestri</b>	Assistant Professor	MS, Adelphi University; PHD, Adelphi University	Math/Computer Science/Info Tec
<b>Faren R Siminoff</b>	Associate Professor	MA, New York University; JD, Syracuse University; PHD, New York University; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2010; BA, Syracuse University	History/Pol Sci/Geography
<b>Nicole A Simon</b>	Instructor	MED, Hofstra University; AS, SUNY Nassau Cmty College; BA, Univ Delaware	Engineering/Physics/Tech
<b>Philip G Simone</b>	Assistant Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; BS, Hofstra University	Physical Sciences
<b>Jill F Sitterley</b>	Administrative Assistant III	MS, CW Post - LIU; BS, Southampton - LIU	Academic Advisement
<b>Ronald Skurnick</b>	Associate Professor	MED, CUNY City College of NY; MPH, Cuny-Graduate/ U Ctr; State University Chancellor's Award, Excellence in Teaching 2007; PHD, Cuny-Graduate/U Ctr; BA, Columbia Univ Columbia College	Math/Computer Science/Info Tec
<b>Delores Smalls</b>	Professor	MA, New York University; State University Chancellor's Award, Excellence in Professional Service 2004	Student Personnel Services
<b>Dawn A Smith</b>	Technical Assistant I	BS, St Johns Univ Jamaica	Student Personnel Services
<b>William Smith</b>	Technical Assistant III	BS, SUNY Coll Old Westbury	Math/Computer Science/Info Tec
<b>Beth Smith</b>	Assistant Professor	MFA, New School Univ; BA, Wesleyan University	English
<b>Sandra J Smolin</b>	Professor	MA, CUNY Queens College NY; BA, CUNY Queens College NY	Biology
<b>Catherine Smyth</b>	Associate Professor	BA, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	Allied Health Sciences
<b>Mary Ann Snow</b>	Instructor	AS, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn; MS, Molloy College	Nursing
<b>Susan F Sobolewski</b>	Professor	DMA, Univ Rochester; BM, Oberlin College; MM, Ithaca College	Music
<b>John Spano</b>	Associate Professor	AS, SUNY Nassau Cmty College; BA, Regents Clg; MS, CW Post - LIU; DC, New York Chiropractic College; JD, St	Biology

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		Johns Univ Jamaica; BS, CW Post - LIU	
<b>Robert J Sparaco</b>	Professor	AS, SUNY Suffolk Co CC Selden; JD, St Johns Univ Jamaica; BS, Suny-Stonybrook Hlth S	Allied Health Sciences
<b>Donna Sparberg</b>	Associate Professor	BS, CUNY City College of NY; MS, Adelphi University; MED, CUNY City College of NY	Student Personnel Services
<b>Richard A Speckmann</b>	Professor	MA, Ball State University; BED, SUNY Coll Cortland	Health/Physical Ed/Recreation
<b>Deana M Spelman</b>	Associate Professor	MBA, New York Inst Tech; AS, SUNY Nassau Cmty College; BS, New York Inst Tech	Math/Computer Science/Info Tec
<b>Norman A Spencer</b>	Associate Professor	MA, Univ San Francisco; BA, Univ South; PHD, Suny-Stonybrook Hlth S	English
<b>Gregory J Spengler</b>	Associate Professor	BS, St Johns Univ Jamaica; MA, St Johns Univ Jamaica	Math/Computer Science/Info Tec
<b>John F Spiegel</b>	Director of Special Programs	BA, SUNY Binghamton; MS, SUNY Center Albany; State University Chancellor's Award, Excellence in Professional Service 2003; PHD, St Johns Univ Jamaica	Academic Advisement
<b>Marsha Spiegelman</b>	Professor	State University Chancellor's Award, Excellence in Librarianship 1999; MA, New York University; MLS, St Johns Univ Jamaica; BA, Ithaca College	Library
<b>Randall D. Spinks</b>	Instructor	BA, Howard Payne University; MA, Sam Houston State University; PHD, Univ Houston Main Campus	English
<b>Robert S St. Angelo</b>	Professor	BS, Centrl Connecticut St Univ; MA, Adelphi University	Health/Physical Ed/Recreation
<b>Dale Stanley</b>	Associate Professor	MS, Fordham University; State University Chancellor's Award, Excellence in Teaching 2010; BS, Marymount College Fordham Univ	Biology
<b>Edwin V Staubit Jr</b>	Technologist III	AAS, SUNY Nassau Cmty College; BS, SUNY Empire State College	Information Technology
<b>Michael A Steinman</b>	Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2003; MA, SUNY Coll Stony Brook	English

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Walter M Stepp</b>	Assistant Professor	BA, Univ Missouri Columbia; BJ, Univ Missouri Columbia; MA, Univ Missouri Columbia	English
<b>Joyce Stern</b>	Associate Professor	MA, CUNY Hunter College; BA, CUNY Queens College NY	Reading/BEP
<b>David A Stern</b>	Sabbatical	BS, SUNY Coll Envrnmntl Sci Frstry; PHD, Cuny-Graduate/U Ctr; MS, Rutgers University	Physical Sciences
<b>Michael Steuer</b>	Professor	BS, CUNY City College of NY; PHD, Adelphi University; MA, Univ of Pennsylvania	Math/Computer Science/Info Tec
<b>Sharon C Steuer</b>	Assistant Professor	BA, CUNY Hunter College; MA, CUNY Hunter College	Math/Computer Science/Info Tec
<b>Jill Strahl</b>	Associate Professor	MA, New York University; BA, SUNY Coll Oneonta	Communications
<b>Dennis M Stramiello</b>	Associate Professor	MS, Adelphi University; BS, SUNY Coll Stony Brook	Math/Computer Science/Info Tec
<b>Timothy F Strode</b>	Assistant Professor	PHD, Rutgers University; BS, Cornell University; BA, Univ Louisville; MA, Rutgers University	English
<b>Judy Suh</b>	Associate Professor	MSW, New York University; BA, Edinboro University Of Pa; MS, Gannon University	Student Personnel Services
<b>Laura M Sullivan</b>	Technologist II	MS, New York Inst Tech; AA, SUNY Nassau Cmty College; BS, Hofstra University	English
<b>Mario Susko</b>	Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Scholarship and Creative Activities 2003; MA, SUNY Coll Stony Brook	English
<b>Ann Tabachnikov</b>	Instructor	BA, CUNY City College of NY	English
<b>Joanne Taormina</b>	Instructor	BA, Hofstra University; MS, Hofstra University	Math/Computer Science/Info Tec
<b>Rosemarie Tavitian</b>	Technical Assistant III	AS, SUNY Nassau Cmty College; BA, CW Post - LIU	Chemistry
<b>Peiran Teng</b>	Associate Professor	MFA, Carnegie Mellon University	Theatre & Dance
<b>Marguerite Teubner</b>	Assistant Professor	BA, SUNY Coll Stony Brook; MBA, Adelphi University	Accounting and Business Admin
<b>Andrew E Thelian</b>	Technologist II	AS, SUNY Nassau Cmty College; BS, Adelphi University	Biology
<b>Greg Theodore</b>	Technologist II	BS, CUNY York College NY	Information Technology
<b>Joann Thissen</b>	Assistant Professor	AS, SUNY Nassau Cmty College; State University Chancellor's Award, Excellence in Teaching 2010; BS, Hofstra	Physical Sciences

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		University; MS, SUNY Coll Stony Brook	
<b>Caitlin B Thurber</b>	Technical Assistant I	BS, Adelphi University	Biology
<b>Angela D Tigner</b>	Associate Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2000; BA, Spelman College; MA, SUNY Coll Stony Brook	Psychology
<b>Lisa A Tine</b>	Instructor	AAS, SUNY Nassau Cmty College; AA, SUNY Nassau Cmty College; BS, St Josephs Coll Brooklyn	Allied Health Sciences
<b>Robert J Toedter</b>	Associate Professor	BFA, Rhode Island School Design; MFA, Mass College Art	Art
<b>Joan Tomaszewski</b>	Professor	BA, St Johns Univ Jamaica; MS, Hofstra University; MA, St Johns Univ Jamaica	Math/Computer Science/Info Tec
<b>Margaret T Toomey</b>	Associate Professor	BS, CUNY Queens College NY; MS, CUNY Queens College NY	Health/Physical Ed/Recreation
<b>Michael Totoro</b>	Professor	MS, Adelphi University; PHD, Hofstra University; BA, Adelphi University	Math/Computer Science/Info Tec
<b>Huda Touma</b>	Associate Professor	BS, LIU - Brooklyn; MS, LIU - Brooklyn	Biology
<b>Suzanne Trabucco</b>	Professor	MS, Adelphi University; AS, SUNY Nassau Cmty College; BE, Manhattan College	Math/Computer Science/Info Tec
<b>Richard Trainer</b>	Associate Professor	BA, Univ Notre Dame; PHD, Univ Notre Dame	Economics and Finance
<b>Silvina N Trica-Flores</b>	Assistant Professor	MA, SUNY Coll Stony Brook; JD, Argentina-Bns Aires	Foreign Languages
<b>Christine Tuailleon</b>	Assistant Professor	MA, CUNY Hunter College; AS, Excelsior College; BS, Excelsior College; MA, University of Paris	Biology
<b>Llynne C Tucker</b>	Assistant Professor		English
<b>Timothy Tweedy</b>	Professor	MS, Polytechnic Univ Brooklyn; BCE, Catholic Univ America	Engineering/Physics/Tech
<b>Deborah Tyler</b>	Associate Professor	MS, Vanderbilt University; BS, SUNY Coll Cortland	Reading/BEP
<b>Bruce N Urquhart</b>	Professor	MA, New York University	English
<b>Julie Valins</b>	Clinical Instructor	BS, SUNY Coll Stony Brook; MS, SUNY Coll Stony Brook	Nursing
<b>Catherine M Vanek</b>	Technical Assistant III	MS, CW Post - LIU; BS, St Johns Univ Jamaica	Grant In Process
<b>Theresa A Vecchiarelli</b>	Associate Professor	BA, Hofstra University; MS, Hofstra University; State	Math/Computer Science/Info Tec

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
		University Chancellor's Award, Excellence in Teaching 2004	
<b>Dana A Velez</b>	Technical Assistant I	AAS, SUNY Nassau Cmty College; BA, SUNY Empire State College; MPS, New York Sch Interior Design	Marketing & Retailing
<b>Pramila Venkateswaran</b>	Professor	PHD, George Washington University; State University Chancellor's Award, Excellence in Teaching 2005; BA, India; MPHI, George Washington University; MA, India	English
<b>Joel E Vessels</b>	Assistant Professor	MA, Indiana State Univ; PHD, SUNY Coll Stony Brook; BA, Indiana Univ Bloomington	History/Pol Sci/Geography
<b>Frances S Viscovich</b>	Associate Professor	MS, Adelphi University; State University Chancellor's Award, Excellence in Teaching 2009; BS, SUNY Coll Oneonta	Physical Sciences
<b>Noreen E Wade</b>	Assistant to the Dean	MS, SUNY Coll Buffalo; BS, St Johns Univ Jamaica; State University Chancellor's Award, Excellence in Professional Service 2007	Testing Program
<b>Scott S Walden</b>	Instructor	MA, Dalhousie University; PHD, Cuny-Graduate/U Ctr; BA, Univ Western Ontario	Philosophy
<b>Trent Webb</b>	Associate Professor	MA, Texas State Univ San Marcos; BA, Texas State Univ San Marcos	Communications
<b>Ethel Weeks</b>	Professor	PHD, SUNY Coll Stony Brook; State University Chancellor's Award, Excellence in Teaching 2003; MA, SUNY Coll Stony Brook	Economics and Finance
<b>Catherine Weinstein</b>	Associate Professor	PHD, Cornell University; BS, SUNY Coll Stony Brook	Biology
<b>Michael D Wetherell</b>	Technical Assistant I	BS, Eastern Connecticut St Univ	Biology
<b>Elizabeth Wheeler</b>	Professor	PHD, SUNY Coll Stony Brook; BA, New York University; MA, SUNY Coll Stony Brook	English
<b>Glenn R Williams</b>	Professor	State University Chancellor's Award, Excellence in Teaching 1999; EDD, California Coast University; MS, CW Post - LIU; BS, CW Post - LIU; State University Chancellor's Award, Excellence in Faculty Services 2011	Physical Sciences
<b>Henry E Williams</b>	Professor	BS, Cornell University; MED, Harvard Undergrad Adm	Student Personnel Services

<b>Name</b>	<b>Position</b>	<b>Degrees and Honors</b>	<b>Department</b>
<b>Theresa Williams</b>	Administrative Assistant II	BS, SUNY Empire State College; MPA, Metropolitan Coll New York; AA, SUNY Nassau Cmty College	Admissions
<b>Joylette E Williams</b>	Assistant Professor	MED, Boston University; MED, Teachers College Columbia Univ; MA, Howard University; PHD, Cuny-Graduate/U Ctr; BA, Johnson C Smith University	English
<b>Nancy Williamson</b>	Professor	MLS, Pratt Institute; State University Chancellor's Award, Excellence in Librarianship 2001; BA, SUNY Coll New Paltz	Library
<b>Gerald J Wingster</b>	Assistant Professor	MBA, St Josephs Coll Patchogue; AOS, American Acad Mcallstr Funeral; MS, St Josephs Coll Patchogue; BS, St Josephs Coll Patchogue; State University Chancellor's Award, Excellence in Teaching 2002	Mortuary Science
<b>Bellinda Wise</b>	Associate Professor	MLS, CUNY Queens College NY; BA, SUNY Coll Old Westbury; MPS, SUNY Coll Stony Brook	Library
<b>Denise L Witt</b>	Professor	AAS, SUNY Nassau Cmty College; BSN, Adelphi University; MA, Hofstra University	Allied Health Sciences
<b>Birgit S Woelker</b>	Instructor	MA, Germany; BA, Germany; PHD, Germany	Biology
<b>Sharyne E Wolfe</b>	Professor	MA, New York University; BA, CUNY Queens College NY	Marketing & Retailing
<b>Elizabeth A Wood</b>	Associate Professor	State University Chancellor's Award, Excellence in Teaching 2009; PHD, Brandeis University; BA, Bradford College	Sociology
<b>Timothy C Wood</b>	Assistant Professor	MFA, Univ Iowa; BA, Columbia Univ Columbia College	English
<b>John D Woods</b>	Instructor	PHD, Univ Georgia Athens; MA, Johns Hopkins Univ; BA, Georgetown University	English
<b>Arthur L Wynder</b>	Administrative Assistant III	BS, Fairfield University	Physical Education Complex
<b>Conrad H Wynter</b>	Instructor	BS, Howard University; MA, CUNY City College of NY	Grant In Process
<b>Yih-Jin Young</b>	Associate Professor	BA, Republic Of China; MA, Univ Washington Seattle; State University Chancellor's Award,	Sociology

Name	Position	Degrees and Honors	Department
		Excellence in Teaching 2011; PHD, Univ Washington Seattle	
<b>William Zatulskis</b>	Assistant Professor	MED, Springfield College Ma; BA, CW Post - LIU	Student Personnel Services
<b>Christopher R Zebuda</b>	Technologist II	AS, SUNY Nassau Cmty College; BT, American Intercontinental Univ	Engineering/Physics/Tech
<b>Peter Zito</b>	Professor	MA, SUNY Coll Stony Brook; BS, CW Post - LIU	Physical Sciences
<b>Michael J Zito</b>	Technical Assistant II	AS, SUNY Nassau Cmty College; MA, Adelphi University; BS, Adelphi University	Physical Sciences

**Current Adjunct Faculty as of April 2013**

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Merik R Aaron</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>David A Abbinanti</b>	Adjunct Associate Professor	Music
<b>Terri Abbondola</b>	Adjunct Associate Professor	Accounting and Business Admin
<b>Sharon Aboulafia Oken</b>	Adjunct Instructor	Nursing
<b>Kristine Abrams</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Salvatore A Acerra</b>	Adjunct Professor	Allied Health Sciences
<b>Nina M Acquavita</b>	Adjunct Instructor	Communications
<b>Salvatore F Acquista</b>	Adjunct Professor	Economics and Finance
<b>Sophia Aidiniou</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Catherine Akel</b>	Adjunct Assistant Professor	English
<b>Gary S Albert</b>	Adjunct Instructor	Administrative Business Tech
<b>Steven Alden</b>	Adjunct Professor	Psychology
<b>Pasquale Alessi</b>	Adjunct Professor	Allied Health Sciences
<b>Soosamma A Alexander</b>	Adjunct Instructor	Nursing
<b>Peter Alimaras</b>	Adjunct Professor	Psychology
<b>Teresa Patricia Allen-Michaud</b>	Adjunct Instructor	Chemistry
<b>Louis T Alleva</b>	Adjunct Instructor	Accounting and Business Admin
<b>John A Allsopp</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Cindy L Alves</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Vincent G Amato</b>	Adjunct Assistant Professor	Psychology
<b>Roslyn G Andela</b>	Adjunct Professor	English
<b>Michael Andrews</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>John Antinora</b>	Adjunct Instructor	Allied Health Sciences
<b>Robert S Anzalone</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Michael B Anzel</b>	Adjunct Associate Professor	Chemistry
<b>Benjamin D Arendsen</b>	Adjunct Instructor	Music
<b>Irene Arholekas</b>	Adjunct Instructor	English
<b>Raul Luiz Armendariz</b>	Adjunct Instructor	Physical Sciences
<b>Leo Arvin</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Alexander Astor</b>	Adjunct Professor	English
<b>John Christopher Attanas</b>	Adjunct Instructor	English
<b>Susan M Austin</b>	Adjunct Professor	Psychology
<b>James W Averett</b>	Adjunct Professor	Biology
<b>Athena Axiomakaros</b>	Adjunct Instructor	Art
<b>Gregory W Bachmann</b>	Adjunct Instructor	Engineering/Physics/Tech

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Alfred W Bachner</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Irene Badiak</b>	Adjunct Associate Professor	Reading/BEP
<b>Rosemarie Baer</b>	Adjunct Assistant Professor	Administrative Business Tech
<b>Sondra F Baer</b>	Adjunct Professor	Communications
<b>Keith A. Baessler</b>	Adjunct Instructor	Chemistry
<b>Mary Bagnasco</b>	Adjunct Assistant Professor	Criminal Justice
<b>Bahar Baheri</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Meredith Baker</b>	Adjunct Professor	Music
<b>Michael J Balas</b>	Adjunct Professor	Allied Health Sciences
<b>James J Baldwin</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Scott Banks</b>	Adjunct Instructor	Allied Health Sciences
<b>George Barabas</b>	Adjunct Associate Professor	Reading/BEP
<b>Allison M Barbera</b>	Adjunct Professor	Allied Health Sciences
<b>Kofi R Barima</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>John Barrera</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Deirdre Barthel</b>	Adjunct Professor	Reading/BEP
<b>Anthony Bascone</b>	Adjunct Instructor	Reading/BEP
<b>Richard Baslaw</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Kenneth W Bauer</b>	Adjunct Professor	Art
<b>Susan C Bauer</b>	Adjunct Professor	Administrative Business Tech
<b>Barry Baxt</b>	Adjunct Assistant Professor	Biology
<b>Kim Ann Baxter</b>	Adjunct Instructor	Philosophy
<b>Maryanne Beach</b>	Adjunct Professor	Reading/BEP
<b>Elsie M Beaupierre</b>	Adjunct Professor	Allied Health Sciences
<b>Barbara Bebirian</b>	Adjunct Professor	Allied Health Sciences
<b>Harris Jeffrey Becker</b>	Adjunct Instructor	Music
<b>Barbra J Becnel</b>	Adjunct Instructor	Nursing
<b>Gina M Bello</b>	Adjunct Professor	Accounting and Business Admin
<b>Jo-Ann M Bender</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Pevril Cornelia Benjamin</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Marianne Berka</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Edwin D Bernauer</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Bruce Berns</b>	Adjunct Instructor	Allied Health Sciences
<b>Mara Bernstein</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Charlene I Berry</b>	Adjunct Professor	Africana Studies
<b>Sheri-Ann N Best</b>	Adjunct Instructor	Sociology
<b>Reine D Bethany</b>	Adjunct Instructor	English

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Edward R Beyrer</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Paul F Biersuck</b>	Adjunct Professor	Biology
<b>Clyde D Bijlhout</b>	Adjunct Instructor	Nursing
<b>Linda L Binello</b>	Adjunct Professor	Economics and Finance
<b>Toby A Bird</b>	Adjunct Instructor	English
<b>Joyce W Birdoff</b>	Adjunct Professor	Legal Studies
<b>John A Black</b>	Adjunct Professor	English
<b>James Bloomfield</b>	Adjunct Assistant Professor	Criminal Justice
<b>Catherine M Blotiau</b>	Adjunct Instructor	Allied Health Sciences
<b>Barbara Blumberg-Ostipwko</b>	Adjunct Professor	Marketing & Retailing
<b>Stefany Blyn</b>	Adjunct Associate Professor	Art
<b>Joyce D Boffert</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Marlene A Booth</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Vanessa Booth</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Jane Kammerer Borovina</b>	Adjunct Assistant Professor	Biology
<b>Robert Borzone</b>	Adjunct Associate Professor	Biology
<b>Patricia E Bossert</b>	Adjunct Professor	Biology
<b>Irene Rene Boudouvas</b>	Adjunct Instructor	Criminal Justice
<b>Phillip Michael Bouska</b>	Adjunct Instructor	Philosophy
<b>John F Boyle</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Kevin P Bradley</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Stephen G Breckner</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Nancy G Brier</b>	Adjunct Assistant Professor	Theatre & Dance
<b>Paulette B Brinka</b>	Adjunct Assistant Professor	Communications
<b>Francis P Brown</b>	Adjunct Professor	Accounting and Business Admin
<b>Constance Brown-Riggs</b>	Adjunct Instructor	Hotel & Restaurant Tech
<b>Robert C Buckley</b>	Adjunct Assistant Professor	Philosophy
<b>Louis J Buda Jr</b>	Adjunct Professor	Economics and Finance
<b>Dolore Bushati</b>	Adjunct Assistant Professor	Economics and Finance
<b>Marie Byrne</b>	Adjunct Assistant Professor	Marketing & Retailing
<b>James Byrnes</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Paul J Cadolino</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Claudia Cafarelli</b>	Adjunct Assistant Professor	Economics and Finance
<b>William Caffrey</b>	Adjunct Assistant Professor	Reading/BEP
<b>James Cahill</b>	Adjunct Professor	Marketing & Retailing
<b>Nicole Caliendo</b>	Adjunct Instructor	Nursing
<b>Victor S Caliman</b>	Adjunct Assistant Professor	Psychology

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Mary Ellen Calitri</b>	Adjunct Instructor	Allied Health Sciences
<b>Alexis Santos Camins</b>	Adjunct Instructor	Theatre & Dance
<b>Leah M Canale</b>	Adjunct Instructor	Communications
<b>Mary E Candel</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Michael S Candel</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Albert Candela Jr</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Gregory Canell</b>	Adjunct Professor	Accounting and Business Admin
<b>Anthony Cangelosi</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Elaine Cannarella</b>	Adjunct Associate Professor	Foreign Languages
<b>Kathryn A Cantanno</b>	Adjunct Instructor	Reading/BEP
<b>Seymour Cantor</b>	Adjunct Professor	Administrative Business Tech
<b>John J Capela</b>	Adjunct Assistant Professor	Accounting and Business Admin
<b>Barry Capella</b>	Adjunct Professor	English
<b>Dennis A Capitano</b>	Adjunct Associate Professor	Chemistry
<b>Joseph J Caracci</b>	Adjunct Professor	Criminal Justice
<b>Alfredo Cardenas</b>	Adjunct Instructor	Art
<b>Pamela S Cardwell</b>	Adjunct Instructor	Art
<b>Richard Cariddi</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Judith A Carlson</b>	Adjunct Associate Professor	Reading/BEP
<b>Lisa Carmody</b>	Adjunct Instructor	Hotel & Restaurant Tech
<b>Peter Michael Carney</b>	Adjunct Instructor	Sociology
<b>Ronald S Carol</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Emilce Carrasco</b>	Adjunct Instructor	Psychology
<b>Sandra N Carrion</b>	Adjunct Professor	Art
<b>Margaret Carroll</b>	Adjunct Professor	Biology
<b>Maureen A Carsten</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Robert G Carter</b>	Adjunct Professor	Art
<b>Thomas C Casey</b>	Adjunct Professor	English
<b>Mauro Cassano</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Elizabeth A Cassero</b>	Adjunct Assistant Professor	Reading/BEP
<b>Lenore G Cassese</b>	Adjunct Professor	English
<b>Abel Castanos</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Joseph A Castellano</b>	Adjunct Assistant Professor	Physical Sciences
<b>Joseph Philip Castellano</b>	Adjunct Instructor	English
<b>Carlos Castillo</b>	Adjunct Professor	Music
<b>Anthony Catania</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Raymond A Catanzano</b>	Adjunct Professor	Legal Studies

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Ronald D Cavallaro</b>	Adjunct Professor	Math/Computer Science/Info Tec
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<b>Donna Cempa-Danziger</b>	Adjunct Instructor	Allied Health Sciences
<b>Annetta C Centrella-Vitale</b>	Adjunct Instructor	Physical Sciences
<b>Hannah M Cerbone</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Jennifer Chabra</b>	Adjunct Instructor	Chemistry
<b>Theudia Chambers</b>	Adjunct Assistant Professor	Nursing
<b>Julie A Chang</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Carlos Calixte Charles</b>	Adjunct Instructor	Administrative Business Tech
<b>Joseph Y Charles</b>	Adjunct Professor	Foreign Languages
<b>Stuart J Chaskes</b>	Adjunct Professor	Allied Health Sciences
<b>Asok K. Chaudhuri</b>	Adjunct Instructor	Biology
<b>Fei K Chiang</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Barbara A Chiappetta</b>	Adjunct Professor	Accounting and Business Admin
<b>Colleen M Chiariello</b>	Adjunct Assistant Professor	Hotel & Restaurant Tech
<b>Dudley S Chin</b>	Adjunct Professor	Biology
<b>Jane Chiusano</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Laura Christian</b>	Adjunct Professor	Art
<b>John T Cino</b>	Adjunct Professor	Art
<b>Wayne Clavin</b>	Adjunct Professor	English
<b>William C Clayton</b>	Adjunct Professor	English
<b>Paul C Clement</b>	Adjunct Professor	Economics and Finance
<b>Kathleen A Clifford</b>	Adjunct Instructor	Nursing
<b>Douglas S Cody</b>	Adjunct Professor	Chemistry
<b>Francis G Coffey</b>	Adjunct Professor	Psychology
<b>Kevin Coffey</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Amy Cohen</b>	Adjunct Assistant Professor	Psychology
<b>Amy Cohen</b>	Adjunct Associate Professor	Art
<b>Anna Cohen</b>	Adjunct Assistant Professor	Chemistry
<b>Arthur Cohen</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>David B Cohen</b>	Adjunct Instructor	Math/Computer Science/Info Tec
<b>Lance Cohen</b>	Adjunct Associate Professor	English
<b>Margery E Cohen</b>	Adjunct Instructor	Reading/BEP
<b>Phyllis S Cohen</b>	Adjunct Professor	Administrative Business Tech
<b>Jayne L Cohodas</b>	Adjunct Assistant Professor	Student Personnel Services
<b>Kenneth G Coles</b>	Adjunct Professor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>James L Coll</b>	Adjunct Professor	History/Pol Sci/Geography
<b>John M. Collins</b>	Adjunct Instructor	Communications
<b>Kenneth L Collins</b>	Adjunct Assistant Professor	Art
<b>Theresa A Collins</b>	Adjunct Assistant Professor	English
<b>Jeffrey B Colton</b>	Adjunct Professor	Administrative Business Tech
<b>John M Comiskey</b>	Adjunct Instructor	Criminal Justice
<b>Dennis C Condon</b>	Adjunct Professor	Chemistry
<b>Beth S Confino</b>	Adjunct Instructor	Reading/BEP
<b>Maura E Conley</b>	Adjunct Instructor	English
<b>Elizabeth E Connolly</b>	Adjunct Assistant Professor	Reading/BEP
<b>Donald R Cook</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Stacey H Cooper</b>	Adjunct Assistant Professor	Music
<b>Fred D Copley</b>	Adjunct Associate Professor	Philosophy
<b>Olga Cornea</b>	Adjunct Assistant Professor	Sociology
<b>Nicole M Correia</b>	Adjunct Instructor	Communications
<b>Henry L Cortegiano</b>	Adjunct Professor	Chemistry
<b>Isabel Cosgrove</b>	Adjunct Instructor	Allied Health Sciences
<b>Christopher V Costa</b>	Adjunct Associate Professor	Accounting and Business Admin
<b>Victor R Costa</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Michael C Cotrone</b>	Adjunct Instructor	Biology
<b>Frank E Cotty</b>	Adjunct Professor	Allied Health Sciences
<b>Marie M Coutu</b>	Adjunct Assistant Professor	Foreign Languages
<b>Christine L Cozzolino</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Paul V Cozzolino</b>	Adjunct Assistant Professor	Art
<b>Anthony J Creaco</b>	Adjunct Instructor	Engineering/Physics/Tech
<b>Mary T Cronin</b>	Adjunct Professor	Physical Sciences
<b>Joyce Culver</b>	Adjunct Professor	Art
<b>Edward H Currie</b>	Adjunct Instructor	Engineering/Physics/Tech
<b>Anna D'Aloisio</b>	Adjunct Instructor	Communications
<b>Maria C. D'Amore</b>	Adjunct Instructor	Foreign Languages
<b>Thomas D'Arrigo</b>	Adjunct Professor	Economics and Finance
<b>Jeanne D'Brant</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Joseph J Dangelo</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Angela Danzi</b>	Adjunct Professor	Sociology
<b>Christopher L Danzi</b>	Adjunct Instructor	Sociology
<b>Wafa H Daoud</b>	Adjunct Assistant Professor	Foreign Languages
<b>Brian I Darr</b>	Adjunct Professor	Psychology

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Heather L Dascalopoulos</b>	Adjunct Instructor	Marketing & Retailing
<b>Stanley Davidson</b>	Adjunct Associate Professor	Accounting and Business Admin
<b>Gerald W Davis</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Phillip R Davis</b>	Adjunct Professor	Accounting and Business Admin
<b>Stuart Dawson</b>	Adjunct Professor	Mortuary Science
<b>Maryann R De Angelis</b>	Adjunct Associate Professor	Accounting and Business Admin
<b>Rafael De Jesus</b>	Adjunct Instructor	Student Personnel Services
<b>Joseph A De Marco</b>	Adjunct Instructor	Legal Studies
<b>Ernest Mark DeFalco</b>	Adjunct Instructor	Math/Computer Science/Info Tec
<b>Regina M DeMasi</b>	Adjunct Instructor	Nursing
<b>Anthony Decostanzo</b>	Adjunct Assistant Professor	Physical Sciences
<b>Daniel R Deegan</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Joseph Defilippe</b>	Adjunct Assistant Professor	Accounting and Business Admin
<b>James L Dekoning</b>	Adjunct Assistant Professor	Engineering/Physics/Tech
<b>George Del Giorno</b>	Adjunct Assistant Professor	Art
<b>Rocco J Delgreco</b>	Adjunct Instructor	Marketing & Retailing
<b>Joy Delliquanti</b>	Adjunct Assistant Professor	Foreign Languages
<b>Jenine M Demarzo</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Jack B Demasi</b>	Adjunct Professor	Communications
<b>Giovanna F Denaro</b>	Adjunct Associate Professor	Foreign Languages
<b>Edward Levi Derosa</b>	Adjunct Associate Professor	English
<b>Carmine Desio</b>	Adjunct Assistant Professor	Engineering/Physics/Tech
<b>Patricia A Devitt</b>	Adjunct Associate Professor	Hotel & Restaurant Tech
<b>Erica L DiSilvestre</b>	Adjunct Instructor	Reading/BEP
<b>Orsete J Dias</b>	Adjunct Professor	Economics and Finance
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<b>Florence A Dieterich</b>	Adjunct Professor	Reading/BEP
<b>Peggy L Diggett</b>	Adjunct Associate Professor	Engineering/Physics/Tech
<b>Barbara Suzy Diggle-Fox</b>	Adjunct Instructor	Nursing
<b>Edward Jay Diller</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Michael J Dimaio</b>	Adjunct Professor	Allied Health Sciences
<b>Andrew A Diorio</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Michelle M Dipaolo</b>	Adjunct Assistant Professor	Criminal Justice
<b>Donna M Dods</b>	Adjunct Professor	Administrative Business Tech
<b>Joseph R Dondero</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Catherine V Donohoe</b>	Adjunct Instructor	Nursing
<b>William Donovan</b>	Adjunct Instructor	Art

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Kimberly D Dowdell</b>	Adjunct Instructor	Student Personnel Services
<b>Timothy S Driscoll</b>	Adjunct Instructor	Legal Studies
<b>Beth Drucker</b>	Adjunct Associate Professor	Art
<b>Fredric Drummer</b>	Adjunct Professor	Allied Health Sciences
<b>Ruth E Dumas</b>	Adjunct Professor	Psychology
<b>James H Dunne</b>	Adjunct Assistant Professor	Hotel & Restaurant Tech
<b>Kevin P Dwyer</b>	Adjunct Professor	Economics and Finance
<b>Marcy Eager Wolfson</b>	Adjunct Assistant Professor	Economics and Finance
<b>Rosanne P Ebner</b>	Adjunct Instructor	Art
<b>Jeanne M Egan</b>	Adjunct Instructor	Administrative Business Tech
<b>Fenton Ehlen</b>	Adjunct Professor	Marketing & Retailing
<b>Marguerite V Ehlen</b>	Adjunct Professor	Marketing & Retailing
<b>Nina Ehrlinger</b>	Adjunct Instructor	English
<b>Robert Eilerman</b>	Adjunct Instructor	Chemistry
<b>Michael Elflein</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>John C Ellsworth</b>	Adjunct Professor	Communications
<b>Anne Emmerson</b>	Adjunct Professor	Administrative Business Tech
<b>Kathleen E Emmett</b>	Adjunct Instructor	Hotel & Restaurant Tech
<b>Margaret M Emmons</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Christopher A Enright</b>	Adjunct Assistant Professor	Chemistry
<b>Morton Epler</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Beth Epstein</b>	Adjunct Professor	Reading/BEP
<b>James M Erickson</b>	Adjunct Associate Professor	Music
<b>Richard Conrad Ertel</b>	Adjunct Instructor	Legal Studies
<b>Gina V Esposito</b>	Adjunct Instructor	The College Experience
<b>Natasha Maria Ewart</b>	Adjunct Instructor	No Home Department
<b>Joseph V Fabrizio</b>	Adjunct Instructor	Mortuary Science
<b>Bonnie J Fachler</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Maureen Clare Fagan</b>	Adjunct Instructor	English
<b>Vladimir Fainzilberg</b>	Adjunct Instructor	Chemistry
<b>Karin Falcone</b>	Adjunct Assistant Professor	English
<b>Maureen Fallon</b>	Adjunct Professor	Reading/BEP
<b>John L Farley</b>	Adjunct Instructor	Philosophy
<b>Darcy A Faro</b>	Adjunct Assistant Professor	Reading/BEP
<b>Margaret M Farrell</b>	Adjunct Professor	Reading/BEP
<b>Maria Fausto</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec

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<b>Deborah L Feehan</b>	Adjunct Instructor	Nursing
<b>William T Feigelman</b>	Adjunct Professor	Sociology
<b>Gabriel G Feldmar</b>	Adjunct Associate Professor	Psychology
<b>Robert Femminella</b>	Adjunct Professor	Biology
<b>Daniel N Fernandez</b>	Adjunct Professor	Philosophy
<b>Rosemary Ferrero</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Gary K Ferrigno</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Joan Ferro</b>	Adjunct Professor	English
<b>Dominique L Ficalora</b>	Adjunct Instructor	English
<b>Rene` P Fiechter</b>	Adjunct Assistant Professor	Criminal Justice
<b>Robert A Field</b>	Adjunct Associate Professor	Art
<b>John C Fink</b>	Adjunct Professor	Art
<b>Russell Glen Fink</b>	Adjunct Instructor	Communications
<b>Richard D Fiola</b>	Adjunct Instructor	Math/Computer Science/Info Tec
<b>Cecilia G Fiordaliso</b>	Adjunct Assistant Professor	Reading/BEP
<b>Josef Fioretta</b>	Adjunct Professor	Communications
<b>Glynn-Ellen M Fisichelli</b>	Adjunct Associate Professor	English
<b>Gary Fitzgerald</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Robert Fitzsimons</b>	Adjunct Assistant Professor	Economics and Finance
<b>Francine D Fleischman</b>	Adjunct Professor	Reading/BEP
<b>Marion P Fleming</b>	Adjunct Assistant Professor	English
<b>Deanne K Flouton</b>	Adjunct Professor	Foreign Languages
<b>Seth Adam Forman</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>Richard J Fornaro</b>	Adjunct Instructor	Music
<b>George G Fortunato</b>	Adjunct Professor	Allied Health Sciences
<b>Marilyn F Fox</b>	Adjunct Professor	Music
<b>Bonnie Frankl</b>	Adjunct Assistant Professor	Marketing & Retailing
<b>Trevor Fraser</b>	Adjunct Professor	Communications
<b>Adriana C Frattura</b>	Adjunct Associate Professor	Reading/BEP
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<b>Christopher C Frederick</b>	Adjunct Instructor	Communications
<b>David L Friedkin</b>	Adjunct Assistant Professor	Communications
<b>Norman M Friedland</b>	Adjunct Professor	Legal Studies
<b>Ruben Friedman</b>	Adjunct Professor	English
<b>Donna L Friedson</b>	Adjunct Professor	Art
<b>Renaire Frierson-Davis</b>	Adjunct Associate Professor	Legal Studies

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>James Frost</b>	Adjunct Instructor	Communications
<b>Christina Fuchs</b>	Adjunct Instructor	Hotel & Restaurant Tech
<b>Murray Fullman</b>	Adjunct Professor	Psychology
<b>Sharon Funk</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Francis P Furnari</b>	Adjunct Professor	English
<b>Eileen F. Fusco</b>	Adjunct Instructor	Nursing
<b>Ronald Fusco</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Thomas M Fusco</b>	Adjunct Associate Professor	Criminal Justice
<b>Joanne M Gabrus</b>	Adjunct Instructor	Nursing
<b>Donna Gaines</b>	Adjunct Instructor	Sociology
<b>Patrick Gallagher</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Robert G Gallagher</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Margherita Galofaro</b>	Adjunct Assistant Professor	Foreign Languages
<b>Staci C Ganson</b>	Adjunct Instructor	Reading/BEP
<b>Nancy R Garbowski</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Susan T Garcia</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Alvar J Garcia-Fernandez</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Robert Gariglio</b>	Adjunct Associate Professor	Health/Physical Ed/Recreation
<b>Roger Gatti</b>	Adjunct Professor	Communications
<b>Robert A Gaudino</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Nolan Patrick Geiger</b>	Adjunct Instructor	Philosophy
<b>Roger H Gennari</b>	Adjunct Professor	Biology
<b>Thomas Germano</b>	Adjunct Professor	Art
<b>Lennard D Gerson</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Michael P Giacalone</b>	Adjunct Professor	Art
<b>John J Giaccio</b>	Adjunct Assistant Professor	Criminal Justice
<b>Valerie Alexandra Giannoulis</b>	Adjunct Instructor	Reading/BEP
<b>Deirdre Kym Gibson</b>	Adjunct Instructor	Hotel & Restaurant Tech
<b>Laura G Gilkes</b>	Adjunct Professor	Allied Health Sciences
<b>Richard S Gilley</b>	Adjunct Professor	Music
<b>Thomas Gilmartin</b>	Adjunct Associate Professor	Allied Health Sciences
<b>Lorraine Giloni</b>	Adjunct Professor	Biology
<b>Jerry M Glass</b>	Adjunct Professor	Accounting and Business Admin
<b>Lawrence Glass</b>	Adjunct Professor	Biology
<b>Eugene C Glickman</b>	Adjunct Associate Professor	Music

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Barry S Goldberg</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Christine M Goncharuk</b>	Adjunct Instructor	Art
<b>Erik Ryan Gonzalez</b>	Adjunct Instructor	Art
<b>Rodolfo A Gonzalez</b>	Adjunct Professor	Foreign Languages
<b>Jonathan Mark Goodman</b>	Adjunct Assistant Professor	Music
<b>Larry B Gorbel</b>	Adjunct Professor	Psychology
<b>Aleksandr Gorbenko</b>	Adjunct Instructor	Chemistry
<b>Sheryl Rachelle Gordon</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>Stephen A. Gordon</b>	Adjunct Instructor	Accounting and Business Admin
<b>Melvin Gorelick</b>	Adjunct Professor	Allied Health Sciences
<b>Lenore Gorham-Wall</b>	Adjunct Professor	Theatre & Dance
<b>Dennis O Gorman</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Gerald Gosse</b>	Adjunct Professor	Psychology
<b>Max Gottfried</b>	Adjunct Professor	Art
<b>Jamie H Graber</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Kenneth E Graham</b>	Adjunct Assistant Professor	Reading/BEP
<b>Anthony F Grande</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>Victoria J Graziosi</b>	Adjunct Professor	Biology
<b>Charles S Green</b>	Adjunct Assistant Professor	Sociology
<b>Patricia A Green</b>	Adjunct Assistant Professor	Accounting and Business Admin
<b>James P Greenan</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Lisa Robin Greene</b>	Adjunct Instructor	Math/Computer Science/Info Tec
<b>Christine M Greiner</b>	Adjunct Associate Professor	Nursing
<b>Palmina R Grella</b>	Adjunct Professor	Accounting and Business Admin
<b>Philip R Griesch</b>	Adjunct Associate Professor	Engineering/Physics/Tech
<b>Vincent A Grillo</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Marlene Groner</b>	Adjunct Professor	English
<b>Deborah R Grosser</b>	Adjunct Professor	Physical Sciences
<b>George D Grossman</b>	Adjunct Assistant Professor	Music
<b>Edna Gruvman</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Dorit B Gryn</b>	Adjunct Associate Professor	Foreign Languages
<b>Arthur S Gryzlo</b>	Adjunct Professor	Chemistry
<b>Paul C Guadagnino</b>	Adjunct Assistant Professor	Art
<b>Mona J Gulino</b>	Adjunct Assistant Professor	Nursing
<b>Walter Gullen</b>	Adjunct Professor	English
<b>Betsy Gulotta</b>	Adjunct Professor	Biology

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Mark Gustavson</b>	Adjunct Assistant Professor	Music
<b>Kathleen M Gutleber</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Baruch Boris Gutman</b>	Adjunct Instructor	Engineering/Physics/Tech
<b>Scott M Gutmanstein</b>	Adjunct Instructor	Economics and Finance
<b>Laurie I Guttenberg</b>	Adjunct Professor	Communications
<b>Hadassah Guttman</b>	Adjunct Professor	Music
<b>Steven T. Haffner</b>	Adjunct Instructor	Allied Health Sciences
<b>Raymond E Hagelman</b>	Adjunct Professor	Marketing & Retailing
<b>William A Haiby</b>	Adjunct Assistant Professor	Chemistry
<b>Abraham Haikins</b>	Adjunct Professor	Psychology
<b>Karleen Mirador Haines</b>	Adjunct Instructor	Psychology
<b>Grace Halligan</b>	Adjunct Professor	Administrative Business Tech
<b>Trent H Hamann</b>	Adjunct Instructor	Philosophy
<b>Remo A Hammid</b>	Adjunct Assistant Professor	Legal Studies
<b>Dianne M Hammond</b>	Adjunct Instructor	Administrative Business Tech
<b>Jerelyn M Hanrahan</b>	Adjunct Associate Professor	Art
<b>Sandra L Hansen</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Pamela Dolores Lynch Hardy</b>	Adjunct Instructor	Administrative Business Tech
<b>Jared S Harel</b>	Adjunct Instructor	English
<b>Johnadam A. Haridopolos</b>	Adjunct Instructor	Accounting and Business Admin
<b>Angela Harness-Jimenez</b>	Adjunct Instructor	Art
<b>Dorothy Hartigan</b>	Adjunct Professor	Psychology
<b>Jenifer R. Harvey-Hartig</b>	Adjunct Instructor	Criminal Justice
<b>Farzad Hashemi</b>	Adjunct Associate Professor	Engineering/Physics/Tech
<b>Mozaffar W Hassan</b>	Adjunct Assistant Professor	Biology
<b>James C Haxton</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Alan I Hecht</b>	Adjunct Professor	Allied Health Sciences
<b>Kathleen M Hecht</b>	Adjunct Professor	Biology
<b>Lars Hedstrom</b>	Adjunct Professor	Communications
<b>Thora H Heeseler</b>	Adjunct Professor	Nursing
<b>Bernard Hein</b>	Adjunct Professor	Legal Studies
<b>Erin C Heisen-Gonzalez</b>	Adjunct Instructor	Communications
<b>Linda E Heller</b>	Adjunct Professor	Administrative Business Tech
<b>Charles A Henke</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Tommy F Heredia</b>	Adjunct Instructor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Kenneth S Hershkoff</b>	Adjunct Instructor	Biology
<b>Miriam A Hertzson</b>	Adjunct Professor	Theatre & Dance
<b>Susan J. Herzberg</b>	Adjunct Assistant Professor	Administrative Business Tech
<b>George C. Heslin</b>	Adjunct Instructor	Theatre & Dance
<b>Esther F Himmelstein</b>	Adjunct Assistant Professor	English
<b>Neil R Hintze</b>	Adjunct Instructor	Criminal Justice
<b>Linda Hittleman</b>	Adjunct Associate Professor	Hotel & Restaurant Tech
<b>Rita F Hittleman</b>	Adjunct Professor	Communications
<b>Maria C Hoelzli</b>	Adjunct Assistant Professor	Foreign Languages
<b>Dion P Hoey</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Madeline E Hogan</b>	Adjunct Assistant Professor	Nursing
<b>Kristin Holcomb</b>	Adjunct Associate Professor	Art
<b>Rebecca L. Hollander</b>	Adjunct Instructor	Marketing & Retailing
<b>Peter Hollenstein</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>James G Holley</b>	Adjunct Assistant Professor	English
<b>Kathleen M Holliday</b>	Adjunct Instructor	Reading/BEP
<b>Jerry Honig</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Keri M Horowitz</b>	Adjunct Assistant Professor	Communications
<b>Zhen Huang</b>	Adjunct Assistant Professor	Foreign Languages
<b>Brian James Hufnagel</b>	Adjunct Instructor	Legal Studies
<b>Frantz J Huggins</b>	Adjunct Associate Professor	Engineering/Physics/Tech
<b>Grace F Hughes</b>	Adjunct Assistant Professor	Reading/BEP
<b>Alan Hulsaver</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
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<b>Ralph Bertram Hurtado</b>	Adjunct Instructor	Physical Sciences
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<b>Ivan Kadar</b>	Adjunct Professor	Physical Sciences
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<b>Harriet H Kapner</b>	Adjunct Professor	Music
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<b>Charles Anthony Puricelli</b>	Adjunct Instructor	Music
<b>Igor V. Pustovoit</b>	Adjunct Instructor	Foreign Languages
<b>Terry E Putterman</b>	Adjunct Associate Professor	Reading/BEP
<b>Gary I Quartararo</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Joseph Quartararo</b>	Adjunct Professor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Edward M Quinlan</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Grace Esther Quinlan</b>	Adjunct Instructor	Reading/BEP
<b>William T Quinlan</b>	Adjunct Professor	Psychology
<b>Diane Quirin</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Linda Quitoni</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Michael J Raab</b>	Adjunct Associate Professor	Administrative Business Tech
<b>Sheila Raber</b>	Adjunct Assistant Professor	Reading/BEP
<b>Patricia A Radigan</b>	Adjunct Assistant Professor	Marketing & Retailing
<b>Henri Raffalli</b>	Adjunct Professor	Criminal Justice
<b>Andali Raghunath</b>	Adjunct Professor	Chemistry
<b>Baytoram Ramharack</b>	Adjunct Associate Professor	History/Pol Sci/Geography
<b>Derek Ramlal</b>	Adjunct Assistant Professor	History/Pol Sci/Geography
<b>Scott Randell</b>	Adjunct Professor	Physical Sciences
<b>Nancy Rathe</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Richa Rawat Prakash</b>	Adjunct Instructor	Chemistry
<b>Roger A Regan</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Joann Regina</b>	Adjunct Professor	Reading/BEP
<b>Joan Reidy</b>	Adjunct Professor	Foreign Languages
<b>Christopher J Reilly</b>	Adjunct Associate Professor	Economics and Finance
<b>Frank W Reiser</b>	Adjunct Professor	Biology
<b>Margaret Renner</b>	Adjunct Professor	Reading/BEP
<b>Carlee Ann Resh</b>	Adjunct Instructor	Biology
<b>Roberta Riesenber</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>John B Rinaldi</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Todd B Ringler</b>	Adjunct Instructor	Accounting and Business Admin
<b>Faith Ripps</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Michael Ritchie</b>	Adjunct Professor	Art
<b>Renee Ritter</b>	Adjunct Associate Professor	Art
<b>Maria L Rivera</b>	Adjunct Assistant Professor	Administrative Business Tech
<b>Sandra L Riveros</b>	Adjunct Assistant Professor	Foreign Languages
<b>Athanasios P Rizopoulos</b>	Adjunct Assistant Professor	Engineering/Physics/Tech
<b>Valerie J Rizzuto</b>	Adjunct Instructor	History/Pol Sci/Geography
<b>Kimberly M Robinson</b>	Adjunct Assistant Professor	Biology
<b>Louis Roethel</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Emily Rogers</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>William T Roller</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Nancy Roloson</b>	Adjunct Instructor	Reading/BEP

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Teresa Romani</b>	Adjunct Assistant Professor	Sociology
<b>Anne T Romano</b>	Adjunct Professor	Sociology
<b>John Romano</b>	Adjunct Assistant Professor	Reading/BEP
<b>Richard C Romeo</b>	Adjunct Associate Professor	Reading/BEP
<b>Janet Romeo-Lambe</b>	Adjunct Instructor	Reading/BEP
<b>Lauren R Rosario</b>	Adjunct Instructor	Psychology
<b>Neil A Rosenberg</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Bernard Roth</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Yolanda B Roth</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Kathleen Patricia Rothman</b>	Adjunct Assistant Professor	History/Pol Sci/Geography
<b>Stephen Rotker</b>	Adjunct Professor	Communications
<b>Alfred A Rottino</b>	Adjunct Instructor	Biology
<b>Melisa Chioma Rousseau</b>	Adjunct Instructor	English
<b>Charles H Rowden</b>	Adjunct Professor	Music
<b>Stephen Rowe</b>	Adjunct Instructor	Theatre & Dance
<b>Stefanie N Rude</b>	Adjunct Instructor	Health/Physical Ed/Recreation
<b>Allison N Rufrano</b>	Adjunct Assistant Professor	Art
<b>Anthony Russo</b>	Adjunct Professor	Allied Health Sciences
<b>Edward Rutkowski</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Patrick J Ryder</b>	Adjunct Instructor	Criminal Justice
<b>Nadia Sablin</b>	Adjunct Instructor	Art
<b>Christine M Sacco</b>	Adjunct Instructor	Communications
<b>Lauren Eva Lucille Sandler</b>	Adjunct Instructor	Art
<b>Carl A Sanfilippo</b>	Adjunct Instructor	Psychology
<b>Jeanneth M Sangurima-Quiles</b>	Adjunct Instructor	Foreign Languages
<b>Shari Ann Santoriello</b>	Adjunct Instructor	Communications
<b>Anthony Santoro</b>	Adjunct Assistant Professor	English
<b>Parmatma Saran</b>	Adjunct Professor	Sociology
<b>Robert Sardiello</b>	Adjunct Professor	Sociology
<b>Gary B Sarinsky</b>	Adjunct Professor	Allied Health Sciences
<b>Sandra Gail Savino</b>	Adjunct Instructor	Administrative Business Tech
<b>James V Sawicki</b>	Adjunct Instructor	Legal Studies
<b>Mary R Sawyer</b>	Adjunct Assistant Professor	English
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<b>Raymond J Scalossi</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>John Scarinci</b>	Adjunct Professor	English
<b>John F Scarnati</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Steven Scharaga</b>	Adjunct Professor	Hotel & Restaurant Tech
<b>Gerald B Scharfman</b>	Adjunct Professor	Foreign Languages
<b>William J Schaub</b>	Adjunct Instructor	Psychology
<b>Roberta S Schechter</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Thomas F Schenkel</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Carol L Schiebel-Bracken</b>	Adjunct Assistant Professor	Reading/BEP
<b>Herbert C Schlager</b>	Adjunct Associate Professor	English
<b>Fred Schlissel</b>	Adjunct Instructor	Accounting and Business Admin
<b>Douglas F Schmid</b>	Adjunct Professor	Physical Sciences
<b>Lois J Schmitt</b>	Adjunct Instructor	Economics and Finance
<b>Tara M Schneider</b>	Adjunct Assistant Professor	Allied Health Sciences
<b>Cynthia Schonberger</b>	Adjunct Professor	Reading/BEP
<b>Emily G Schreiber</b>	Adjunct Instructor	Reading/BEP
<b>Max Schrier</b>	Adjunct Professor	Art
<b>Sylvia M Schuster</b>	Adjunct Professor	Reading/BEP
<b>Jerome L Schwartz</b>	Adjunct Professor	Physical Sciences
<b>Neil A. Schweitzer</b>	Adjunct Instructor	Reading/BEP
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<b>Jennifer E Scott</b>	Adjunct Associate Professor	Art
<b>Joanne Seador</b>	Adjunct Associate Professor	Art
<b>Dawn Seddio</b>	Adjunct Instructor	Marketing & Retailing
<b>Richard J Sedlik</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Nancy Seery</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Pembe Sefket</b>	Adjunct Assistant Professor	Marketing & Retailing
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<b>Priya R Sen</b>	Adjunct Instructor	Engineering/Physics/Tech
<b>Jamie Servellon</b>	Adjunct Instructor	Communications
<b>Joan Sevick</b>	Adjunct Instructor	English
<b>Wayne G Seyfert</b>	Adjunct Professor	Allied Health Sciences
<b>Victoria Sferlazza</b>	Adjunct Professor	English
<b>Joseph Shapiro</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Rashied Kariem Sharrieff-Al-Bey</b>	Adjunct Instructor	Sociology
<b>Paul P Shea</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>John J Sheehan</b>	Adjunct Professor	History/Pol Sci/Geography

<b>Name</b>	<b>Title</b>	<b>Department</b>
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<b>Patricia L Sherman</b>	Adjunct Instructor	Reading/BEP
<b>David Shimkin</b>	Adjunct Professor	English
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<b>Frederick J Sieger</b>	Adjunct Professor	Reading/BEP
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<b>Francine D Sikorski</b>	Adjunct Associate Professor	Reading/BEP
<b>Mae F Silverman</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Ruth Silverman</b>	Adjunct Professor	Sociology
<b>Sharyn M Silverman-James</b>	Adjunct Assistant Professor	Reading/BEP
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<b>Paul M Simon</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Ana Simon-Alegre</b>	Adjunct Instructor	Foreign Languages
<b>Gina Siple</b>	Adjunct Instructor	Reading/BEP
<b>Tristan Siple</b>	Adjunct Instructor	Reading/BEP
<b>Nicolle D Sisia</b>	Adjunct Assistant Professor	Communications
<b>Nicholas Sisti</b>	Adjunct Assistant Professor	Chemistry
<b>John Sleckman</b>	Adjunct Professor	Chemistry
<b>George H Smit</b>	Adjunct Professor	Chemistry
<b>Kevin Smith</b>	Adjunct Assistant Professor	Criminal Justice
<b>Mary Elizabeth Smith</b>	Adjunct Professor	English
<b>Gail L Sobel</b>	Adjunct Professor	Biology
<b>Jeffrey L Solomon</b>	Adjunct Instructor	Legal Studies
<b>Stephen C Solosky</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Kathleen A Soulias</b>	Adjunct Professor	Allied Health Sciences
<b>Patricia Sowinski-Demarco</b>	Adjunct Professor	Art
<b>Gary S Spelber</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Mary Speranza</b>	Adjunct Instructor	Reading/BEP
<b>Bernadine M St Giles</b>	Adjunct Professor	Psychology
<b>Ronald Staniec</b>	Adjunct Instructor	Communications
<b>Barbara E Stanley</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Joy M Stanton</b>	Adjunct Instructor	Biology
<b>Scott J Stark</b>	Adjunct Assistant Professor	Math/Computer Science/Info Tec
<b>Cecelia Steger</b>	Adjunct Associate Professor	English
<b>Michael A Steger</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Jane Stein</b>	Adjunct Associate Professor	Reading/BEP

<b>Name</b>	<b>Title</b>	<b>Department</b>
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Michael Steuer	Adjunct Professor	Math/Computer Science/Info Tec
Susan R Stiglitz	Adjunct Professor	Health/Physical Ed/Recreation
Daniel Stollow	Adjunct Professor	Math/Computer Science/Info Tec
Mark L Stott	Adjunct Assistant Professor	Biology
Robert M Strain Jr	Adjunct Professor	Economics and Finance
James A Stratton	Adjunct Instructor	Theatre & Dance
Michael G Strong	Adjunct Instructor	Criminal Justice
Amanda A Sturges	Adjunct Instructor	Math/Computer Science/Info Tec
Irma Sturtze	Adjunct Instructor	Foreign Languages
Gopal Subramaniam	Adjunct Associate Professor	Chemistry
Suneeta Sudarsanan Paroly	Adjunct Instructor	Biology
Dolores Sullivan-Edwards	Adjunct Associate Professor	English
Marita T Summerfield	Adjunct Associate Professor	Foreign Languages
Margarita Suso	Adjunct Instructor	English
Paris Svoronos	Adjunct Professor	Chemistry
Vincent J Sydlansky	Adjunct Associate Professor	Biology
Luke Aaron Sylvanus	Adjunct Instructor	Allied Health Sciences
Frances M Takach	Adjunct Associate Professor	Math/Computer Science/Info Tec
Yoshie Takahashi	Adjunct Professor	Foreign Languages
Arnold Paul Taubman	Adjunct Instructor	Economics and Finance
Aliceteen Y Taylor	Adjunct Associate Professor	Accounting and Business Admin
Eunice J Taylor	Adjunct Professor	Sociology
Maria C Tedeschi	Adjunct Instructor	Communications
Robert A Tedesco	Adjunct Professor	Math/Computer Science/Info Tec
Francine L Teicher	Adjunct Assistant Professor	Reading/BEP
Louis A Terracciano	Adjunct Associate Professor	Engineering/Physics/Tech
Kathleen Terry	Adjunct Assistant Professor	Psychology
Delfina E Tersigni	Adjunct Professor	Foreign Languages
Suresh Tewani	Adjunct Professor	Chemistry
Priscilla Thevenot	Adjunct Assistant Professor	Administrative Business Tech
Jack Ray Thomas	Adjunct Instructor	Hotel & Restaurant Tech
Thomas J Timchek	Adjunct Professor	Math/Computer Science/Info Tec
Frederick R Timm	Adjunct Associate Professor	Theatre & Dance
Oscar M Torres	Adjunct Assistant Professor	Engineering/Physics/Tech
Ali Toubal	Adjunct Professor	English
Elzbieta Tracz	Adjunct Associate Professor	Chemistry

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Suzanne Alissa Travan</b>	Adjunct Assistant Professor	Art
<b>Elyse Trevers</b>	Adjunct Instructor	Reading/BEP
<b>Eugene P Trimboli</b>	Adjunct Professor	English
<b>Diane Tronolone</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Carolyn M Tully</b>	Adjunct Instructor	Communications
<b>Ling-hsuan Tung</b>	Adjunct Instructor	Communications
<b>Cynthia C Turner</b>	Adjunct Assistant Professor	Africana Studies
<b>Anthony Udeogalanya</b>	Adjunct Professor	Biology
<b>Veronica N. Udeogalanya</b>	Adjunct Assistant Professor	Economics and Finance
<b>Rosetta Urgo</b>	Adjunct Professor	Foreign Languages
<b>Steven C Urso</b>	Adjunct Professor	Hotel & Restaurant Tech
<b>Sandra M Vacchio</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Mary F Vahey</b>	Adjunct Instructor	Art
<b>Carole Valente</b>	Adjunct Professor	Reading/BEP
<b>Maureen A Valente</b>	Adjunct Professor	Biology
<b>Charles E Van Horn</b>	Adjunct Professor	Art
<b>Susan A Van Scoy</b>	Adjunct Assistant Professor	Art
<b>Mary Vandewater</b>	Adjunct Professor	Reading/BEP
<b>Luis Vargas</b>	Adjunct Professor	Chemistry
<b>Joseph T Velsini</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Mario R Vergara</b>	Adjunct Associate Professor	Engineering/Physics/Tech
<b>Ann M Vigo</b>	Adjunct Instructor	English
<b>Jeaniffere Vila</b>	Adjunct Instructor	Communications
<b>Carl Vinas</b>	Adjunct Professor	Reading/BEP
<b>Robert A Vitiello</b>	Adjunct Instructor	Allied Health Sciences
<b>Charles M Vivona</b>	Adjunct Associate Professor	Sociology
<b>Walter H Vohs</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Joseph A Volker</b>	Adjunct Assistant Professor	Philosophy
<b>Margaret L Vossinas</b>	Adjunct Professor	Allied Health Sciences
<b>George Vossinas Jr</b>	Adjunct Professor	Allied Health Sciences
<b>Janis L Wachsmann</b>	Adjunct Assistant Professor	Reading/BEP
<b>Alan B Wachtel</b>	Adjunct Instructor	Philosophy
<b>Robert E Walker</b>	Adjunct Professor	Chemistry
<b>Terence G Walsh</b>	Adjunct Associate Professor	English
<b>Thomas B Walter</b>	Adjunct Assistant Professor	History/Pol Sci/Geography
<b>Carol Warmuth</b>	Adjunct Professor	Reading/BEP
<b>Nathan Joseph Wasserbauer</b>	Adjunct Instructor	Art

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Demetrius Watkins</b>	Adjunct Instructor	The College Experience
<b>Kara Watkins</b>	Adjunct Associate Professor	Math/Computer Science/Info Tec
<b>Andrew Wax</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Melissa H Wayne</b>	Adjunct Instructor	Psychology
<b>Jeffrey R Webb</b>	Adjunct Professor	Art
<b>Alan M Weinberg</b>	Adjunct Professor	History/Pol Sci/Geography
<b>Drew Weinlandt</b>	Adjunct Professor	English
<b>Bradley Weinman</b>	Adjunct Associate Professor	Health/Physical Ed/Recreation
<b>James D Weinman</b>	Adjunct Professor	Health/Physical Ed/Recreation
<b>Cheryl Weiss</b>	Adjunct Assistant Professor	English
<b>Richard L Weiss</b>	Adjunct Associate Professor	Physical Sciences
<b>George Weissinger</b>	Adjunct Professor	Sociology
<b>Katrina M Wells</b>	Adjunct Associate Professor	Marketing & Retailing
<b>Tina Wenzel</b>	Adjunct Professor	Administrative Business Tech
<b>Marc Wernow</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Josie Diana Whittlesey</b>	Adjunct Instructor	Theatre & Dance
<b>Jennifer L Wilkinson</b>	Adjunct Assistant Professor	Communications
<b>Glenn R Williams</b>	Adjunct Professor	Physical Sciences
<b>Horatio W Williams</b>	Adjunct Associate Professor	History/Pol Sci/Geography
<b>William C Williams</b>	Adjunct Professor	English
<b>Maura M Winkler</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Sylvester Wise</b>	Adjunct Professor	Sociology
<b>Donald Witt</b>	Adjunct Professor	Physical Sciences
<b>Edward Wolfarth</b>	Adjunct Assistant Professor	Health/Physical Ed/Recreation
<b>Robert A Wolinsky</b>	Adjunct Associate Professor	Music
<b>Amy Wong</b>	Adjunct Professor	English
<b>Patricia Ann Wood</b>	Adjunct Instructor	Administrative Business Tech
<b>Tracy M Worthy</b>	Adjunct Instructor	Reading/BEP
<b>Sheldon Wortzman</b>	Adjunct Professor	Engineering/Physics/Tech
<b>Peter Wozniuk</b>	Adjunct Professor	Chemistry
<b>David W Wright</b>	Adjunct Assistant Professor	Legal Studies
<b>Robert C Wurm</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Steven Wurman</b>	Adjunct Professor	Accounting and Business Admin
<b>Orit H Yakuel</b>	Adjunct Instructor	Art
<b>Stan Y Yang</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Daniel D Yee</b>	Adjunct Instructor	Engineering/Physics/Tech
<b>Dominick Yezzo</b>	Adjunct Professor	English

<b>Name</b>	<b>Title</b>	<b>Department</b>
<b>Frank C Zagottis</b>	Adjunct Instructor	Communications
<b>Michael J Zartler</b>	Adjunct Assistant Professor	History/Pol Sci/Geography
<b>Garry Zaslow</b>	Adjunct Professor	Psychology
<b>Thomas Zatorski</b>	Adjunct Associate Professor	Music
<b>Joan Eugenia Zeller</b>	Adjunct Instructor	Reading/BEP
<b>Sonia Zervakos</b>	Adjunct Instructor	Foreign Languages
<b>William Zito</b>	Adjunct Professor	Music
<b>Kenneth R Zore</b>	Adjunct Instructor	Marketing & Retailing
<b>Elaine B Zseller</b>	Adjunct Professor	Math/Computer Science/Info Tec
<b>Charles Zuar</b>	Adjunct Assistant Professor	Reading/BEP

**Current as of April 2013**

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<b>Dorothy L Abate</b>	Associate Professor Emerita - Library
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<b>Joseph Amendola</b>	Associate Professor Emeritus - Foreign Languages
<b>Ruth L Anderson</b>	Professor Emerita - Nursing
<b>John P Anselmo</b>	Professor Emeritus - Health/Physical Ed/Recreation
<b>Elaine Appelle</b>	Associate Professor Emerita - Administrative Business Tech
<b>Shirley F Aronson</b>	Professor Emerita - Engineering/Physics/Tech
<b>Natalie M Asouline</b>	Professor Emerita - Nursing
<b>Larry J Aufiero</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Frank J Avenoso</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>James W Averett</b>	Professor Emeritus - Biology
<b>Louis J Avosso</b>	Professor Emeritus - Biology
<b>Gerald Axel</b>	Professor Emeritus - Accounting and Business Admin
<b>Rosemarie Baer</b>	Professor Emerita - Administrative Business Tech
<b>Mary W. Bahntge</b>	Professor Emerita - Administrative Business Tech
<b>James J Baldwin</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Carolyn Ballaban</b>	Associate Professor Emerita - Allied Health Sciences
<b>Gerald L Bartell</b>	Professor Emeritus - English
<b>Mary Baumann</b>	Professor Emerita - Administrative Business Tech
<b>Paula G Beck</b>	Associate Professor Emerita - English
<b>Sidney E Becker</b>	Professor Emeritus - Reading/BEP
<b>Carmelle M Bellefleur</b>	Professor Emerita - Nursing
<b>Muriel Belsky</b>	Professor Emerita - Psychology
<b>Nancy E Benchimol</b>	Professor Emerita - Biology
<b>Rhoda Berenson</b>	Professor Emerita - Engineering/Physics/Tech
<b>Catherine F Berg</b>	Associate Professor Emerita - Accounting and Business Admin
<b>Marianne Berka</b>	Professor Emerita - Health/Physical Ed/Recreation
<b>Richard D Berke</b>	Associate Professor Emeritus - English
<b>Eli Berlinger</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Alice M Berridge</b>	Professor Emerita - Math/Computer Science/Info Tec
<b>Abraham M Bertisch</b>	Professor Emeritus - Economics and Finance
<b>Paul F Biersuck</b>	Professor Emeritus - Biology
<b>Toby A Bird</b>	Professor Emerita - English
<b>Joyce W Birdoff</b>	Professor Emerita - Legal Studies
<b>James J Blake</b>	Professor Emeritus - English
<b>Edwin J Blesch Jr</b>	Professor Emeritus - English

<b>Russell A Bliss</b>	Professor Emeritus - Music
<b>Robert H Block</b>	Professor Emeritus - History/Pol Sci/Geography
<b>Barbara Blumberg-Ostipwko</b>	Professor Emerita - Marketing & Retailing
<b>Elmore Bob</b>	Associate Professor Emeritus - Biology
<b>James Lee Bobo</b>	Associate Professor Emeritus - Music
<b>Norma Bonadonna</b>	Professor Emerita - Nursing
<b>Kolman W Brand</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>David Brandenburg</b>	Professor Emeritus - Marketing & Retailing
<b>Georgianna S Braun</b>	Professor Emerita - Nursing
<b>Irene Brenalvirez</b>	Professor Emerita - English
<b>George A Brenner</b>	Professor Emeritus - English
<b>Anthony M Brescia</b>	Professor Emeritus - History/Pol Sci/Geography
<b>Richard Brooks</b>	Professor Emeritus - Music
<b>Patrick R Brostowin</b>	Professor Emeritus - English
<b>William Buckley</b>	Associate Professor Emeritus - Biology
<b>Louis J Buda Jr</b>	Professor Emeritus - Economics and Finance
<b>Charles Buondelmonte</b>	Professor Emeritus - Legal Studies
<b>James Cahill</b>	Professor Emeritus - Marketing & Retailing
<b>Michael S Candel</b>	Professor Emeritus - Health/Physical Ed/Recreation
<b>Anthony Cangelosi Sr</b>	Professor Emeritus - Engineering/Physics/Tech
<b>Patrick Carolan</b>	Professor Emeritus - Health/Physical Ed/Recreation
<b>Robert G Carter</b>	Professor Emeritus - Art
<b>Thomas C Casey</b>	Professor Emeritus - English
<b>Janet D Cassagio</b>	Professor Emerita - Accounting and Business Admin
<b>Mauro Cassano</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Patricia E Cassin</b>	Professor Emerita - Biology
<b>Anthony Catania</b>	Associate Professor Emeritus - Math/Computer Science/Info Tec
<b>Raymond A Catanzano</b>	Professor Emeritus - Legal Studies
<b>Marilyn J Chaifetz</b>	Professor Emerita - Marketing & Retailing
<b>Maude E Chaney</b>	Associate Professor Emerita - Nursing
<b>Miriam Q Cheiken</b>	Professor Emerita - English
<b>Barbara A Chiappetta</b>	Professor Emerita - Accounting and Business Admin
<b>Dudley S Chin</b>	Associate Professor Emeritus - Biology
<b>Anne P Christian</b>	Professor Emerita - Nursing
<b>Florence Cogan</b>	Professor Emerita - Accounting and Business Admin
<b>Lawrence J Cohen</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Helen F Collins</b>	Professor Emerita - English
<b>Dennis C Condon</b>	Professor Emeritus - Chemistry

<b>Dorothy Cooke</b>	Professor Emerita - Nursing
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<b>Thomas A Corr</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Henry L Cortegiano</b>	Professor Emeritus - Chemistry
<b>Edward M Coyne</b>	Professor Emeritus - Foreign Languages
<b>Eve D Crook</b>	Professor Emerita - English
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<b>Gerald Etra</b>	Associate Professor Emeritus - Biology
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<b>Walter Lener</b>	Professor Emeritus - Biology
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<b>Mary Zappas</b>	Professor Emerita - Allied Health Sciences
<b>Salli Zimmerman</b>	Professor Emerita - Art
<b>Eugene J Zirkel</b>	Professor Emeritus - Math/Computer Science/Info Tec
<b>Gerald D Zuckerman</b>	Professor Emeritus - Legal Studies

**Current as of April 2013**

<b>Name</b>	<b>Title</b>	<b>Degree</b>
Masoom Ali	AVP - Maintenance/Operations	BE, India; MBA, Calif St Univ Dominguez Hills
Kathryn Austin	Director - Human Resources Operations	BBA, Hofstra University
Chester N Barkan	Registrar	BA, LIU CW Post; MA, LIU CW Post
James T Behrens Jr.	Vice President - Finance / CFO	BS, Drexel University; MBA, Drexel University
Frank F Billings	AVP - Institutional Effectiveness & Strategic Planning	BGS, Rollins College Winter Park; MS, Rollins College Winter Park; MBA, Florida Institute Tech
Angelica Borrero	Assistant to the Director - Scheduling Office	BA, Adelphi University
Alla Brodsky	Associate General Counsel	BS, Cornell University; JD, Fordham University
Ileana M Carillo	Assistant to the Director - Center for Workforce Development	AAS, CUNY Queensborough CC; BS, LIU CW Post; MA, Hofstra University; EDD, Dowling College
Janet Caruso	AVP - Workforce Development Lifelong Learning	BBA, Hofstra University; MBA, Hofstra University; EDD, Dowling College
Maria P Conzatti	Acting Executive Vice President	AS, SUNY Nassau Cmty College; BBA, Adelphi University; MBA, Adelphi University
Jacqueline Cuffey	Assistant Dean - Judicial Affairs	BA, CUNY Queens College NY; MA, CUNY Queens College NY
Chuck Cutolo	General Counsel for Governmental and Media Relations	BA, Hamilton College NY; JD, Columbia Univ Columbia College
Tika A Esler	Dean - Admissions	BA, Evergreen State College; MS, Capella University
Thomas V Fernandez	Acting Dean - Math/Science	BS, St Johns Univ Jamaica; MS, St Johns Univ Jamaica
Carol L Friedman	AVP - Design and Construction	BA, New York Inst Tech
Sandra V Friedman	AVP - Student Financial Affairs	BA, CUNY Queens College NY; MS, LIU CW Post
Janice A Grackin	AVP - Academic Assessment Program Review	AAS, SUNY Suffolk Co CC Selden; BA, SUNY Coll Stony Brook; MA, SUNY Coll Stony Brook; PHD, SUNY Coll Stony Brook
Carla Gutman	College Treasurer	BA, Adelphi University; MBA, Adelphi University; EDD, Seton Hall University
Lisa Hahn	Internal Auditor	BS, SUNY Binghamton
Nardos Hamilton	Director - Administration and Benefits	BS, St Johns Univ Jamaica; MPA, LIU CW Post
Melanie E Hammer	Acting Dean Arts and Humanities	BA, SUNY Center Albany; MA, Teachers College Columbia Univ; MA, CUNY City College of NY

<b>Name</b>	<b>Title</b>	<b>Degree</b>
Donna M Haugen	General Counsel	BA, Coll New Jersey; JD, Hofstra University
Elizabeth M Hawley	Associate Dean - Lifelong Learning	BS, SUNY Coll Cortland; MS, SUNY Univ At Buffalo
Gary Homkow	AVP - Procurement	
Dean Kevlin	Interim Dean - Social and Behavioral Sciences	BA, Durham University; MS, Eng-London Univ; PHD, Eng-Oxford Univ
Edmund S Koeppel	Grants Fiscal Manager - Resource Development	BBA, Hofstra University
Jerry A Kornbluth	Interim Dean - Nursing and Health Sciences	BS, Bowling Green St Univ Bwlng Gr; MBA, Hofstra University; PHD, Hofstra University
Richard A Lawless	Chief Information Officer	BBA, Dowling College
Evangeline B Manjares	Dean - Veterans Services / Service Learning Center	BA, Philippines; MS, Philippines; MA, Teachers College Columbia Univ; EDD, Nova Southeastern Univ
Joseph V Muscarella	Vice President - Facilities Management	BS, United States Military Academy; MS, Univ Texas Austin; PHD, Univ Texas Austin
Ann A Muth	AVP - Faculty Srvc, Labor Relations & Wkend College, Acting Dean Prof Studies	BA, Wellesley College; MA, Rutgers University
Patricia M Noren	Director - Financial Aid	AAS, SUNY Nassau Cmty College; BS, Dowling College; MBA, Dowling College
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Michael C Pelliccia	Director - Athletics / Physical Ed	BA, Adelphi University
Richard G Pflaumer	Assistant Director - Project Administrator	BS, New York Inst Tech
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Deborah A Reed	AVP - HR/PAYROLL Operations	AS, SUNY Nassau Cmty College; BS, Hofstra University; MBA, New York Inst Tech
Inna Reznik	College Comptroller	BS, CUNY Brooklyn College
Martin J Roddini	Director - Public Safety	BA, St Johns Univ Jamaica; MPA, LIU CW Post
Samuel J Sanguedolce	Director - Environmental Health & Safety	BS, SUNY Coll Cortland; MS, Univ Rochester
Kenneth K Saunders	Acting President	BA, Bowling Green St Univ Bwlng Gr; MED, Howard University; EDD, Univ of Pennsylvania
Charmian M Smith	Dean of Students	AA, SUNY Nassau Cmty College; BA, Hofstra University; MS, LIU CW Post

<b>Name</b>	<b>Title</b>	<b>Degree</b>
Deborah Spiro	Acting Asst VP - Distance Education	BA, SUNY Binghamton; MS, New York Inst Tech; EDD, Nova Southeastern Univ
Alicia Steger	Director - Marketing Communications	BA, SUNY Coll Old Westbury
Annmarie Welch	Director of Special Programs - Student Financial Affairs	BS, St Johns Univ Jamaica; MS, St Johns Univ Jamaica
Aurora Workman	Assistant Director - Labor Relations	AA, SUNY Nassau Cmty College; BA, LIU CW Post
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